



**OFFICE OF THE POLICE AND CRIME COMMISSIONER**  
**FOR BEDFORDSHIRE**  
**MONTHLY BUSINESS REVIEW MEETING**

29<sup>th</sup> July 2021

Chair – Clare Kelly – Chief Executive

No.	Business Review Meeting	Actions
	<p>The BRM meeting did not go ahead due to operational reasons, however monthly papers have been documented in the below text. This has been reviewed by the Chief Executive/Monitoring Officer Clare Kelly and agreed to be published. Clare Kelly and Wayne Humberstone (Delivery Manager) have also fed back to the team via the weekly team meeting on priorities and risks.</p>	
	<p><b>Actions Update</b></p> <p>All actions were reviewed and have been updated on the log.</p>	
	<p><b>Chief of Staff Update</b></p> <p><b>Strategic Board</b></p> <p>Strategic Boards theme remains victim care.</p> <p><b>Milestone Plan</b></p> <p>The milestone plan will be updated one more time before the plan is launched and then after the plan to ensure full delivery can be made.</p>	
	<p><b>Transparency Manager</b></p> <p><b>JAC</b></p> <p>JAC recruitment will commence in due course. All JAC members have agreed to stay for the PCCs tenure which has been agreed by CK and Phil Wells. Recruitment for one other needs to commence – this will be completed when KB returns from leave.</p> <p><b>Website Compliance - Specified Information Order</b></p> <p>There has been an update to the Specified Information Order which states the OPCC must now publish additional information. KB is working through this and has sent the last statement to CK for sign off.</p>	

Points to note in regards to the S.I.O:

- ***Copies of HMICFRS PEEL inspection reports, and a summary assessment of the force's performance;***

The OPCC has requested the infographics from HMICFRS as per the guidance and HMICFRS have stated that infographics will be completed for the new PEEL report which is due in February 2022. Once this report has been received, the infographic will need to be requested and added onto the website.

- ***Copies of IOPC data on force complaints, and a statement on how the PCC (or Mayor's Office) is exercising its complaints-handling functions under the Police Reform Act 2002.***

The IOPC data has been delayed due to a technical issue so this cannot be published, however the IOPC has assured the OPCC that once the data is available, the OPCC will be contacted via email to inform that it is now ready to link onto the website.

The above has been incorporated into the information agreement.

### **FOI/DP Requests**

FOIs continue to be received and managed by BC. A reminder to the team that if information has been passed to the Transparency Team by your department, we will not be checking this information and it will be sent out in the original format that it has been sent to the Transparency Team.

### **ICV's/Dogs**

ICVs have returned to physical visits on the 19th July. KB conducted two walk throughs at both custody suites before the return to ensure that everything in custody was as it should be.

### **LQCs/Misconduct**

The OPCC has received three requests for LQCs and IMs. Two LQCs have been allocated and decisions drafted, however we are currently waiting for the list from Cambs to allocate the third.

### **Complaints**

One review is currently outstanding for final outcome, which are currently being reviewed by KB. KB has set some time in CK's diary to sign off the five.

KB has a project in the new Police and Crime Plan/Milestone Plan to ensure that lower dissatisfactions are being dip sampled by the OPCC. KB is currently working through the project plan and process.



	<p>Once discussions have started with the CRT team, there seems to be further issues uncovered surrounding the handling of lower dissatisfactions which are being worked through. This may lead to a Strategic Board paper for Exec Team to be made aware after the 23.07.2021 – this meeting is with the OPCC and Force. KB will ensure that CK is fully updated.</p> <p>WH held a meeting with the Force on the 29<sup>th</sup> July and will brief CK on the outcome and findings of the meeting.</p> <p><b>Decisions</b></p> <p>All known decisions are now live on the OPCC website. All team members are asked to remember the process in regards to decisions, if your department needs to draft a decision or you are aware of a decision in a meeting, please let KB and BC know to ensure that all decisions are logged accordingly.</p> <p><b>Audits</b></p> <p>The OPCC has been notified of the Complaints Audit which took place and this will be incorporated into the project plan for the dip sampling project moving forward.</p>	
	<p><b>Victim Care</b></p> <p><b>Signpost</b></p> <p><b>Performance – Qualitative and quantitative</b></p> <p>Referrals into Signpost last month were at around 13% <b>(of crimes reported to the force)</b>. There has been a small decrease of referrals over the last few months however Signpost are looking at ways to increase the number of referrals received. Signpost are still working on a back log of referrals with only 5 active Victim Care Coordinator’s (VCC’s) and little resilience due to sickness and maternity cover.</p> <p><b>Projects, (100 Days)</b></p> <p>The Signpost training Gap Analysis is now complete, VCOP press releases have been written and sent to LF and the Victim Culture piece for Beds Police is currently being drafted and will be submitted within the timeframe.</p> <p><b>New elements to log (issues or success)</b></p> <p><b>Bedfordshire Police Partnership Trust:</b></p> <p><b>Performance – Qualitative and quantitative</b></p> <p>The Bobby Scheme have now completed the back log of calls from lockdown.</p> <p>Updated processes and standard operating procedures are being progressed to deal with victims of domestic abuse to ensure the effective management of such cases and to maximise the safety of all involved.</p>	

**New elements to log (issues or success)**

SP has received eight responses to the letters he sent out to parish and town councils and has been invited to write application for grants for September.

SP has secured funding from Central Bedfordshire Council in the total of £32,000 for BPPT. This consists of £12,000 for last years' service requirements, £18,000 for this year's payment and an extra £2,000 to purchase ring door bells. SP is now progressing with the other two local authorities.

**Communication plans to share**

The modernisation project has started with a PID set up and the risk assessment to follow. The new flyer has been created and SP is working with the Rotary Club to distribute.

**Victim Care:**

SP is liaising with the Force in relation to the projects he is managing. SP held a meeting with [REDACTED] on 22nd July regarding Bedfordshire Police and including victim care in their culture work as well as 'Echo' and Victim Journey Mapping.

**Communications Officer**

**Press release schedule update (this week)**

- 27.07 – VCOP 9
- 29.07 – PCC praised by Bedfordshire school for hosting SEN students on work exp
- 29.07 – Summer of Fun (now including more venues)

**Upcoming**

- 02.08 - VCOP no 10
- 02.08 – Signpost self-referrals
- 09.08 – Directional/Wicketz/SLT/early intervention
- 09.08 – VCOP 11
- 09.08 – Pizza with the PCC (event on 10<sup>th</sup>)
- 09.08 – Safer Streets (event on 12<sup>th</sup>)
- 16.08 – Rural crime event
- 16.08 – Police and Crime Plan
- 16.08 – 100 day report
- 16.08 – VCOP 12
- 23.08 – Embrace/Living your life coming into HQ
- 30.08 – Summer of fun wrap up

### Signpost – Social Comms

- Monday and Friday posts – Standard Signpost posts and retweeting other accounts.
- Wednesday specific posts for Signpost targeted to things going on.

### Newsletters

- Focus is on upcoming Police and Crime Plan and 100 days report
- Violence Reduction meetings
- Summer of fun
- Chief's Executive Celebration

### Socials

- Push for survey
- Push for Summer of Fun

### Website

- Meeting scheduled for LF, the Website Provider and the Force regarding Accessibility
- Meeting scheduled for LF, ZF and the Website Provider to receive further training and iron out any more changes i.e. events aren't in date order, two vacancies sections.
- LF to work on analytics after further training is received from the Website Provider within the meeting

### Logo

All of the team to change their email signatures to include the new logo.

### Events Officer

#### Events Schedule for August/September 2021

AUGUST			
12th	August	Safer Streets Pop Up Event	10am - 3pm
19th	August	100 Day Report Launch	10:00 - 12:00
SEPT			
2nd	September	Full Team Catch Up	13:00 - 14:00

7th	September	Mini Partners Networking Event	13:00 - 15:00	
<b>Engagement Wednesdays</b>				
Directional		11th August – 10:00am – 11:00am		
Wicketz		11th August - 11.30am – 12:30noon		
Suzy Lamplugh Trust		11th August - 1pm – 2pm		
The Change Portfolio		18th August – 09:00 – 10:00		
Transitions UK		18th August – 10:00 – 11:00		
Azalea		18th August – 11:00 – 12:00		
Reactiv8		18th August – 1:00pm – 2:00pm		
Embrace		25th August		
Living Your Life		25th August		
Bedford Women Centre		8th Sept – 9:00 – 10:00		
<b>Beds Youth Council (BYC)</b>				
This month's theme was Black Lives Matter via an Instagram takeover by the Central Bedfordshire Council 'Youth Voice Team'.				
Future campaigns:				
<ul style="list-style-type: none"> <li>Att10tive</li> <li>Evolve Learning Centre</li> <li>LAWC</li> <li>Reactiv8</li> </ul>				
<b>Stop and Search</b>				
The next Stop and Search meeting is 26th August 2021.				
<b>Safer Streets Manager/Commissioning</b>				
<i>No update was provided due to annual leave.</i>				
<b>Contacts Officer</b>				



	APCC deadlines reviewed.	
	<b>Executive Personal Assistant</b> PCC's diary is up to date with meetings scheduled and the PCC is happy with the layout of the diary.	
	<b>AOB</b> No AOB raised.	