



**OFFICE OF THE POLICE AND CRIME COMMISSIONER  
FOR BEDFORDSHIRE**

**MONTHLY BUSINESS REVIEW MEETING**

29<sup>th</sup> September 2022

**Attendees:** Katie Beaumont (KB), Gemma McCormack (GM), Phil Eaton (PE), Pauline Stewart (PS), Tara Malciw (TM), Mary Robinson (MR), Francoise Julian (FJ)

No.	Business Review Meeting	Actions
	<p><b>Welcome and Apologies</b></p> <p><b>Apologies:</b> Anna Villette, Wayne Humberstone, Simon Powell, Zoe Fraser, Cara Gavin, Jenna Skinner, Bethany Coles</p> <p>KB introduced Francoise Julian (FJ) to the meeting.</p> <p><b>Terms of Reference</b></p> <p>All agreed they are happy with the Terms of Reference and that these can be uploaded to the website.</p> <p><b>Action:</b> BC to upload the updated BRM Terms of Reference to the website.</p>	
	<p><b>Actions Update</b></p> <p>All actions were reviewed and have been updated on the log.</p>	
	<p><b>Director of OPCC Operations</b></p> <p>WH sent his apologies for the meeting however a paper has been provided to the Police and Crime Panel which provides updates on all areas of the Delivery Plan.</p> <p><b>Action:</b> KB will disseminate all Police and Crime Panel papers to the team once they are signed off by AV.</p> <p>KB updated all on the Strategic Risk Register and those discussions will be held with AV and WH.</p>	



	<p><b>Action:</b> KB to speak with WH about local risk registers for each area within the OPCC.</p>	
	<p><b>Head of Governance and Transparency</b></p> <p>The last few weeks have been extremely busy for the Governance team with Joint Audit Committee, Delivery and Beating Crime Board and now preparing for Police and Crime Panel.</p> <p><b>Action:</b> All of the team to read the Information Assurance and Information Security policies and inform KB when completed. KB will forward the email to FJ.</p> <p><b>Action:</b> KB will disseminate the OPCC Quarterly Governance Paper and Information Document from the Force which is submitted to Delivery and Beating Crime Board.</p> <p><b>Police and Crime Panel</b></p> <p>AV will be reviewing the papers tomorrow.</p> <p><b>Joint Audit Committee (JAC)</b></p> <p>JAC is took place on the 23 September 2022, the OPCC presented the strategic risk register and all JAC members took assurance from the meeting, that the OPCC is monitoring risk appropriately.</p> <p><b>Freedom of Information (FOI) / Data Protection (DP) Requests</b></p> <p>FOIs continue to come in and be managed by BC. The number of FOIs being received is high however as stated previously in other meetings they are actually for the Force not the OPCC, so they are being redirected.</p> <p><b>Independent Custody Visitors (ICVs) / Dogs</b></p> <p>KB updated that recruitment continues for ICVs and thanked BC for all her hard work with the recruitment. She has worked really hard to get our scheme to the best it can be and having the ICVs to do the job and provide that scrutiny.</p> <p>The ICV annual report is going to Police and Crime Panel for discussion point.</p>	



	<p>We are also in the process of recruiting for the Stop and Search and Use of Force volunteers.</p> <p><b>Complaints</b></p> <p>Dip sampling continues on Customer Support and Professional Standards Department (PSD) complaints, as well as liaising with the Force.</p> <p><b>Decisions</b></p> <p>All known decisions are now on the 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 made in a meeting, please let KB and BC know as we need to ensure nothing is being missed.</p> <p><b>Website Compliance</b></p> <p>We are currently working through the website to ensure it is accessible.</p>	
	<p><b>Head of Victim Services and Commissioning</b></p> <p><b>Bedfordshire Victim Care Services (BVCS)</b></p> <p>Referrals into BVCS for August from the Force is 767. Referrals pulled through by BVCS is 12. There were 21 agency referrals and 14 self-referrals 14.</p> <p>The Restorative Justice Coordinator was successful at interview and is due to join us within the next month.</p> <p>A new Business Support Assistant will be joining us once vetting is approved.</p> <p>SP has created a new role within BVCS, this being a Senior Victim Care Coordinator. This person will take on Domestic Abuse victims only as well as train incoming team member and mentoring them. They will also be responsible for presentation alongside the supervisors as well as a host of other duties. This role will also provide progression within BVCS.</p>	



	<p><b>Commissioning and Income Generation Lead</b></p> <p><b>Performance – Qualitative and quantitative</b></p> <ul style="list-style-type: none"> <li>- £475k per annum for 3 years funding received from Ministry of Justice (MoJ), funding allocated across several projects. Grant agreements have been signed and returned.</li> </ul> <p><b>Projects</b></p> <ul style="list-style-type: none"> <li>- Needs Assessment across all funds to be conducted <ul style="list-style-type: none"> <li>o Victim and witness survey now live</li> <li>o TM is leading on needs assessment into the Community Safety Fund (CSF), this is required to determine spend for 2023 onwards.</li> <li>o The needs assessment for victims of Domestic Abuse has been postponed allowing the CSF needs assessment to take place.</li> <li>o The MoJ return has been sent for completion and return by 31<sup>st</sup> October 2022, TM will be completing this using Quarter 1 monitoring data.</li> </ul> </li> <li>- Commissioning milestone mapping <ul style="list-style-type: none"> <li>o JS has prepared a comprehensive milestone plan for 2022-2025</li> <li>o Co-commissioning/Partnership working – Setting up regular meetings with 3 council leads regarding Domestic Abuse commissioning and monthly meeting set up with the Force.</li> </ul> </li> </ul> <p><b>New elements to log (issues or success)</b></p> <ul style="list-style-type: none"> <li>o Commissioning process maps &amp; strategy now published</li> <li>o New grant agreement in use</li> </ul>	
	<p><b>Project Manager – Policing and Contact and Safer Streets</b></p> <p><b>Safer streets:</b></p> <p>4 freshers fares completed by KC, CG and ZF and very good feedback and engagement, several meetings held and planning in progress for future events and days of action. Presentation being given next week in Luton for Direction and the APCC on the 12<sup>th</sup> of Oct. In excess of 20 events planned so far between now and Dec</p>	



	<p>22 with further planning to be done around the world cup and Christmas period. The FLARE application has now been purchased and is available for download to everyone in Bedfordshire. Briefing document completed by KC and will be sent out to all officers and staff, and it is hoped that it will also be on the intranet.</p> <p><b>Roads Fund:</b></p> <p>Parish/town councils are still sending in signed grant agreements and slowly submitting invoices. I have chased the outstanding applicants for their grant agreements and will progress as soon as they are received.</p> <p><b>Specials linked to locations:</b></p> <p>Awaiting confirmation that the first intake of neighbourhood specials will take place in Jan 2023.</p> <p><b>Retention rate and attrition:</b></p> <p>The force has introduced the pathway discussion so that they can speak to people before they make the decision to leave, and a new student hub has been set up to provide students with more support from the very beginning and an additional point of contact throughout their probation period.</p> <p><b>Business partnerships:</b></p> <p>KC and PE are working with community policing w/c 17th Oct regarding Business engagement/Safer Streets.</p> <p><b>Business Conference</b></p> <p>Business Conference went well, and we have had some good feedback from those who attended.</p> <p>A more central location should be considered for next year's event.</p>	
	<p><b>Early Intervention Project Manager</b></p> <p><b>School Absenteeism Pilot</b></p> <p>The project team worked closely with a range of organisations and advisors, during the developmental phase of the Pilot. This was to ensure that the children most at risk of being exploited or harmed</p>	



when they are not in education, training, employment, or in the safe care of their caregiver, are best supported. This involved advice and guidance being sought from a wide range of professionals within the education sector, including those responsible for special educational needs provision, and specialist youth intervention colleagues from the VERU.

In July 2022, VERU's Youth Intervention Specialist Team identified eleven young people where persistent absence from school was a known factor. Over the summer period the team worked with ten of those young people delivering a specifically designed programme of intervention. Unfortunately, there was no engagement from one young person identified, however it was confirmed that a professional network was in place to continue to support the young person their journey.

Below are brief updates on the progress of four of the identified young people:

- Young Person A has successfully completed 8 sessions of the programme with the Youth Intervention Specialist and is now attending a full-time landscaping apprenticeship.
- Young Person B was struggling to attend education, the Youth Intervention Specialist increased the level of support that they were receiving from their YIS team member, to allow them to support the young person to attend school, which has been successful.
- Young Person C was a regular missing person, at risk of CSE and father was struggling to implement boundaries. Since working with the YIS Team there has been great partnership working which has resulted in CSE disruption, no missing reports and the young person is due to return to school.
- Young Person D struggled to engage with the Youth Intervention Specialist, fathers' engagement was a factor. The worker continued to try and engage with the family and since the initial meeting with the young person engagement has continued to be positive. The Youth Intervention Specialist secured four months funding for a gym membership and is supporting the young person to apply for college.

Prior to the start of the new academic term in September 2022, the OPCC / VERU project team facilitated a successful Tactical Steering Group. This provided an opportunity for the attendance officers for each participating school to meet members of the YIS



team, as well as representatives from the SEND community, and feel confident in their role of the Pilot. Currently, schools are actively identifying young people within their establishments who would benefit from being referred into the Pilot.

### **Summer Programme**

Overall, the support and input provided by the PCC was extremely well received. Many of the organisations reached out to provide feedback regarding the positive input the water bottles had in keeping the young people safely hydrated during the heat we experienced over the summer. In addition, the number of people signed up to the OPCC newsletter has increased dramatically in the month that has followed, meaning more members of the community have access to information regarding services that can offer wrap around support, all year round.

### **Town Centre Outreach Programmes**

Working closely with the OPCC commissioning team around funding a Needs Assessment to highlight gaps in outreach programmes within Bedfordshire town centres, to support our Street Communities (this includes the homeless, street drinkers, drug users etc). Aim is for this to have been completed by Nov/Dec 22.

### **Restorative Justice in schools**

Successful appointment of a Restorative Justice (RJ) co-ordinator to BVCS, who will pick up the extensive work that the team previously undertook (in 2019) in implementing RJ practices in schools across Bedfordshire.

### **Safer Streets 4**

Supporting SS4 team with the 'educational' initiatives. This includes running a focus group with schools, to help develop our Educational Toolkit and Schools Comp that will be rolled out in due course.



## Events Officer

<b>OCT</b>		
4th	October	Annual Parish Council Conference
5th	October	PCC & Ward/Council Meeting - Luton - Blue
19th	October	FDAC - 3 years on
19th	October	PCC & Ward/Council Meeting - Bedford - Yellow (moved from 13th July)
20th	October	Delivery and Beating Crime Meeting - Part 2
<b>NOV</b>		
1st	November	Schools Debate: ROUND 1 - LUTON
2nd	November	Schools Debate: ROUND 1 - BEDFORD
8th	November	Schools Debate: ROUND 1 - CENTRAL BEDFORDSHIRE
9th	November	Rural Crime Event
16th	November	PCC & Ward/Council Meeting - Luton - Lilac
22nd	November	Delivery and Beating Crime Meeting - Part 2
22nd	November	Schools Debate: ROUND 2
30th	November	PCC & Ward/Council Meeting - Luton - Yellow

## Beds Youth Council (BYC)

The monthly programmes have now finished.

## Full Office Meeting

- 4 meetings have been booked in for 2022.
- The next full team catch up is 9<sup>th</sup> December 2022 at 1:30pm.



	<p><b>Executive Personal Assistant to the PCC</b></p> <p>If you would like the PCC to attend anything, to please contact GM firstly as she will be able to check his diary.</p>	
	<p><b>Executive Personal Assistant to the Chief Executive</b></p> <p>PS updated that she would be more than happy to support with the recruitment and retention of officer's project, due to her experience in this field. PS has also been working on the Chief Constable recruitment process.</p>	
	<p><b>AOB</b></p> <p>No AOB to raise.</p>	