



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

MONTHLY BUSINESS REVIEW MEETING

31st August 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>Actions Update</p> <p>All actions have been updated on the log.</p>	
	<p>Chief Executive Update</p> <p>Office Updates</p> <p>We have welcomed our two interns into the office this week, who will work on the review of the summer of fun from this year and will design the plan for next year.</p> <p>Covid-19</p> <p>Gold direction remains the same as the normal. Appropriate precautions need to be made when in public and in police buildings.</p> <p>Strategic Board</p> <p>The Chief Constable confirmed their commitment to the Police and Crime Plan and thanked the OPCC for engaging the Force in its development.</p> <p>Police and Crime Panel</p> <p>The panel have now sent their report paper to us on the Police and Crime Plan. This will be reviewed and responded to.</p>	

	<p>Milestone Plan</p> <p>The milestone plan has been updated and is available for all the team. At the October team day we will go through this plan together.</p> <p>Business Continuity</p> <p>There are still a few issues with contact to work through as different organisations are adopting different processes.</p> <p>Strategic Risk Register</p> <p>The risk register will be added to at the October away day as we review the actions of the milestone plan</p>	
	<p>Delivery Manager</p> <p>Staffing/HR</p> <p>Interview for the early intervention project manager has completed. Remaining areas are still open.</p>	
	<p>Transparency Manager</p> <p>JAC</p> <p>All JAC members have agreed to stay for the PCC's tenure which has been agreed by CK and Phil Wells. The letters have been supplied and are awaiting signatures. Recruitment for one other needs to commence – this will be completed when KB returns from leave – discussion needs to be had with CK and Phil Wells as to how they would like to complete this.</p> <p>Website Compliance - Specified Information Order</p> <p>Ongoing discussions surrounding this at Strategic Board.</p> <p>FOI/DP Requests</p> <p>FOI requests continue to be received and managed by BC. Reminder to all 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 how it has been provided.</p> <p>When an FOI has been received, it is not for the Transparency Team to search your area folders for this information, it is for your department to provide the information and then the Transparency team will review whether any of the information is deemed restricted.</p>	

ICV's/Dogs

ICV's have returned to physical visiting and seem to be on track. KB has raised a concern to the Lead ICV that two visits need to be completed a week and a reminder has been sent out to all ICV's.

LQCs/Misconduct

The OPCC has received one request for an LQC – no concerns.

Complaints

Two reviews have been received week commencing 23 August 2021 – these are the only reviews outstanding.

Decisions

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.

Audits

CK has had a meeting with RSM regarding the Q2 OPCC Risk Management Audit. No further action required at this time.

Victim Care

Signpost

Performance – Qualitative and quantitative

Referrals into Signpost last month were at around 9%. Signpost have seen a constant decrease over the months but are working hard to ensure that this figure rises. Comms to the Force will be sent out via the intranet regarding how to refer into Signpost.

Projects (100 Days)

Signpost Training Gap Analysis is now complete. VCOP press releases have all been written and sent to LF. The Victim Culture Beds Police paper is underway and SP is still awaiting information from the Force, this was raised at Strategic Board. The Fraud paper is almost finalised.

New elements to log (issues or success)

Victim Care Coordinators (VCC's) have currently held 20 face to face conferences.



Communication plans to share

Signpost are supporting Safer Streets 2 with door knocking in August. SP attended in July and it was huge success. SP is looking into purchasing a gazebo that both Signpost and the BPPT can use.

Bedfordshire Police Partnership Trust:

Performance – Qualitative and quantitative

The Bobby Scheme have now completed the back log of calls from lockdown.

The issue around the scheme attending High Risk DA without the DOCO (Designated Out Crime Officer) had been addressed and was agreed that a DOCO will attend with the Bobby Scheme as a rapport has already been built. This is no longer viable as the DOCO's, like the Bobby Scheme, are not equipped to deal with an offender arriving on the scene whilst they are there. Although all possible checks are made before attending a High-Risk DA address, it does not account for the 'What If' scenario. Discussions are ongoing regarding this. Has been taken to the ACC by the Chief Executive.

SP now has 'Alertcom' panic alarms for the team which if pressed sends a GPS signal to a call centre who call the correct Police Force. This still does not negate the risk to SP's team and all Local Authorities are aware and fully support SP with this. CK will speak with ACC to draw this to a conclusion.

New elements to log (issues or success)

All grants have now been written for the Parish Councils that replied to SP's request for funding.

Communication plans to share

The modernisation project has started with a PID set up and the risk assessment to follow. We are looking at bringing the team into Headquarters to work within Signpost.

Communications Officer

- **Press release schedule update (this week)**
- SOF wrap – signed off by PCC
- National Lead – Prevention

Upcoming

- 06.09 – Launch of bids
- 06.09 - BYC wrap up of series
- 09.09 – 999 Day (could just be socials)
- 13.09 – Mid-year partners event
- 25.09 – Safer Streets event

Newsletters

Prevention - APCC

Upcoming Violence Reduction meetings
Internal – massage sessions
Chief Executive's Celebration

Socials

- Violence Reduction meetings

See comms schedule for full details

Website

Accessibility meeting planned for 31.08 with WH.

AOB

Section for PCC's Grant Fund 2022-23 on website – LF to work with BC

Events Officer

Events Schedule

7th	Sept	Parish Council Cluster - Luton - Blue	18:30 - 20:00
9th	Sept	Full Team Catch Up	13:00 - 14:00
15th	Sept	PCC Violence Reduction Meeting	18:00 - 20:00
16th	Sept	Mini Partners Networking Event	13:00 - 15:00
16th	Sept	Parish Council Cluster - Bedford - Green	18:00 - 20:00
21st	Sept	Parish Council Cluster - Central Beds - Orange	18:30 - 20:00
22nd	Sept	PCC Violence Reduction Meeting	18:00 - 20:00
25th	Sept	Safer Streets Pop Up Event	10am - 3pm
28th	Sept	PCC Violence Reduction Meeting - CB	10:30am - 11:30am
28th	Sept	Parish Council Cluster - Bedford - Yellow	18:30 - 20:00

Engagement Wednesdays

Living Your Life	25 th August 10:30 – 11:30
Bedford Women Centre	8 th Sept – 9:00 – 10:00

Shefford Town Council	15 th Sept – 1:00pm – 2:00pm
Blues Foundation	15 th Sept - 9.30am – 11am
Develop	15 th Sept - 9.30am-11am
Right Track	15 th Sept - 9.30am -11am
Luton Town Community Trust	22 nd September 10:00am – 11:00am
NOAH Luton	22 nd September 11:30am – 12:30noon
Luton YOS	22 nd September 1:00pm – 2:00pm
The Counselling Foundation	29 th September – 09:00 – 10:00
LAWC - The Luton All Womens Centre	29 th September – 10:15 – 11:15
WAIL - Women's Aid in Luton	29 th September - 11:30 – 12:30
Azalea	29 th September - 1:00pm – 2:00pm

Beds Youth Council (BYC)

This month's theme was 'Say No To Gangs' by the youths at Att10tive

Future campaigns:

- Princes Trust
- FACES
- SSG Serives
- Att10tive
- Challenging Behaviour
- Unseen

	<p>Stop and Search</p> <p>Stop and Search – 26th August 2021 went well with the new voting system.</p> <p>Full Office Meeting</p> <p>Four meetings have been booked in for 2021. The next full team catch up is Thursday 9th September 2021 at 10am. New members of the team need to be invited</p> <p>Action: Zoe to ensure all members of the OPCC are invited to team meetings</p>	
	<p>Safer Streets Manager/Commissioning</p> <p>The work with Central Bedfordshire remains on track. The governance board is up, no significant risks.</p>	
	<p>Contacts Officer</p> <p>APCC deadlines paper provided and worked through at the 3rd September team meeting.</p>	
	<p>Executive Personal Assistant</p> <p>No change to the structure of the diary.</p>	
	<p>AOB</p> <p>No AOB reported.</p>	