



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

MONTHLY BUSINESS REVIEW MEETING

29 November 2022

Attendees: Wayne Humberstone (WH), Gemma McCormack (GM), Tara Malciw (TM), Mary Robinson (MR), Françoise Julian (FJ), Bethany Coles (BC), Cara Gavin (CG), Karen Cotton (KC), Phil McCarthy, Ian Dalgarno (ID), Pauline Stewart (PS),

No.	Business Review Meeting	Actions
	<p>Welcome and Apologies</p> <p>Apologies: Anna Villette, Simon Powell, Phil Eaton, Katie Beaumont, Jenna Skinner</p>	
	<p>Actions Update</p> <p>All actions were reviewed and have been updated on the log.</p>	
	<p>Director of OPCC Operations</p> <p>WH updated the team that Project Managers write their BRM papers in a way that updates can be lifted into Police and Crime Panel papers. This will help with collation of papers. This will stop duplication with updates. WH advised that as much information as possible is required.</p>	
	<p>Head of Governance and Transparency</p> <p>Police and Crime Panel</p> <p>The Police and Crime Panel is due to take place on the 6th December and the Chief Constable confirmation hearing is due to take place on the 12th December, so an update will come to BRM.</p> <p>Joint Audit Committee (JAC)</p> <p>JAC is due to take place on the 23 December 2022, the OPCC will present the strategic risk register.</p> <p>Independent Custody Visitors (ICVs)</p>	



	<p>Recruitment continues for ICVs. We currently have 32 ICVs at present with several undergoing vetting. The working relationship is great with the Inspector and Chief Inspector of Custody, who are very supportive of the scheme.</p> <p>The next ICV Panel is on 14th December to provide updates to ICVs as well as training and an update from Custody. This also gives ICVs an opportunity to ask questions.</p> <p>ICV's shadowing Custody Staff has been going very well and we have received positive feedback. This was requested by ICV's so that they can understand process.</p> <p>Stop and Search/Use of Force Scrutiny Panels</p> <p>Recruitment has been successful and there is 15 new members. Currently in the process of recruiting a new Deputy Chair.</p> <p>Legally Qualified Chairs</p> <p>Working group together for the 7 Forces – to look at recruitment for 2023.</p> <p>BC updated that Compliance Officer for Democratic Services will be starting in post at the start of December and will be focusing on the administration of Police and Crime Panel as well as managing the Community Scrutiny Panels (Stop and Search and Use of Force). She will also be working alongside BC with Freedom of Information Requests, Data Protection requests etc. BC has put some holds in the teams diaries for introductory meetings.</p>	
	<p>Violence and Exploitation Reduction Unit (VERU)</p> <p>PM updated that the commissioning programmes now have contracts signed and are up and running. The Home office have asked for four of the projects to have enhanced monitoring, these have been identified and Community & Engagement lead will be working more closely with these identified areas. PE is going to be holding a meeting with CG around the Youth Conference to ensure that the VERU is involved.</p> <p>Communications</p> <p>PM updated that the VERU hosted a 'Child Exploitation – Disruption Toolkit' Webinar for partners that was attended by more than 150 professionals from agencies including local authorities, healthcare, housing, charities, and community groups.</p>	



	<p>There was a slight increase in multi-agency information submissions forms in September compared to October. Form numbers have rebuilt from around 220 per month at the start of the year to 274 last month.</p> <p>VERU comms team attended various stakeholder meetings: regional county lines working group; pan-Beds monthly Child Exploitation and Missing meeting; police MVAWG board; Safer Streets governance and communications board; planning for future holiday activities and food programme.</p> <p>VERU branded merchandise has also been ordered for community events.</p> <p>Commissioning</p> <p>PM updated that the commissioning cycle has been completed for the year cycle. The Community and Engagement Lead has scheduled in monthly monitoring visits and will be using an adapted OPCC monitoring form that will satisfy Home Office scrutiny and support data collection for quarterly reports in the future.</p> <p>Risks</p> <p>There are no risks to report.</p>	
	<p>Head of Victim Services and Commissioning</p> <p>SP sent his apologies however a paper was provided. Referrals into Bedfordshire Victim Care Services (BVCS) from the Force were 723 for the month of October, referrals pulled through by BVCS was 0, there was 31 agency referrals and 13 self-referrals.</p> <p>New elements to log (issues or success)</p> <p>A new Victim Care Coordinator started this week, and one other is currently going through vetting. There is one full time and one part time Business Support Administrator who have been employed and are currently going through vetting, they should arrive with us in early 2023.</p> <p>Bedfordshire Police Partnership Trust:</p> <p>Performance – Qualitative and quantitative</p> <p>The total number of referrals to the team for October was 71.</p>	



	<p>Commissioning and Income Generation Lead</p> <p>Co-commissioning/Partnership working – continuing discussion with the three Local Authorities regarding co-commissioning of both Domestic Abuse (DA) victim services and DA perpetrator programmes.</p> <p>There are two vacancies in which the Commissioning Team are currently recruiting for.</p> <p>Performance and Monitoring</p> <p>Mostly all Quarter 2 monitoring meetings have been held. The Ministry of Justice (MoJ) return was completed and returned on the 31st October 2022 deadline by TM, data was used from Q1 and Q2 monitoring meetings.</p> <p>Communication plans to share</p> <p>Publicising of victim and witness survey (continuing). Funding opportunities to be published end of November 2022.</p>	
	<p>Project Manager – Policing and Contact and Safer Streets</p> <p>Update on Safer Streets – Karen Cotton</p> <p>CG and KC updated on the education piece around Safer Streets and that it is going very well. The Education Toolkit is going to be rolled out across all secondary schools in Bedfordshire. It will be a OneDrive which includes resources such as lesson plans, posters, digital media etc. There is going to be focus on public street harassment and wider kind of topics. Safer Streets has also joined with the national campaign called ‘Our Streets Now’. Resources will be put together in December and rolled out in January 2023.</p> <p>Safer Streets are also commissioning the same organisation ‘Our Streets Now’ to support staff members in schools, to have the staff training. This is so that staff feel confident in the ability to teach resources and use those resources including focus groups with their school.</p> <p>CG updated that there is also going to be various online workshops over a two week period, so hopefully as many staff as possible will be able to drop in to the sessions and receive training on how to deliver the resources.</p> <p>There will also be a school’s competition, which will be after the toolkit and after staff and students have gone through the lesson plans. There are two categories</p>	



	<p>within the competition, one being digital media and one being an animation or short film.</p> <p>KC updated that various materials such as alarms, beer mats and anti-spiking material has been rolled out. KC attended the 'too many names' event in Bedford where lots of charities attended. A lot of charities did not know about Safer Streets or the materials so KC has got a meeting with them hopefully later in the week.</p> <p>There is also a lot of comms going out around the launch of the Flare App and as part of 16 days of action. KC needs to catch up with JV from Comms around the press release and information being published.</p>	
	<p>Criminal Justice Project Manager</p> <p>FJ updated that she is currently working on preparing for the Criminal Justice Board which is coming up in 2 weeks' time. Preparation is going well, and FJ is being sent reports from the subgroups.</p>	
	<p>Early Intervention Project Manager</p> <p>CG is currently supporting with Safer Streets and also working on the absenteeism pilot project. CG has been completing a lot of work with the schools including visiting them to try and engage and receive feedback. This is being written up into reports.</p> <p>There was a lot of planning which went into the Schools Debate and GM and BC have been supporting CG with finalising the piece of work. The Schools Debate final is on the 7th of December which is being held in Westminster. CG is holding a meeting with GM and BC tomorrow to go over finalising the plan such as printing certificates etc. GM will be contacting the schools to finalise numbers. CG will also be speaking to the Force regarding an update on the sponsorship for food that will be provided to the students.</p>	
	<p>Executive Personal Assistants</p> <p>GM updated about if members of the team are taking leave over Christmas, to email GM with the dates so it can be added to the diary of who is going to be available and out of office.</p>	
	<p>AOB</p> <p>No AOB reported.</p>	