



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

MONTHLY BUSINESS REVIEW MEETING

27th February 2023

Attendees: Wayne Humberstone (WH), Phil Eaton (PE), Tara Malciw (TM), Mary Robinson (MR), Françoise Julian (FJ), Bethany Coles (BC), Cara Gavin (CG), Anesu Banda (AB), Claire Hurst (CH), Katie Beaumont (KB), Simon Powell (SP), Jenna Skinner (JS), Leanne Friel (LF), Ian Dalgarno (DPCC), Gemma McCormack (GM)

No.	Business Review Meeting	Actions
	<p>Welcome and Apologies</p> <p>Apologies: Phil McCarthy (PM), Alysha Patel (AP), Karen Cotton (KC), Pauline Stewart (PS), Cara Gavin (CG), Kimberley Lamb (KL), Anna Vilette (AV)</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 welcomed all to the meeting and advised that the office is very busy at the moment due to the upcoming Youth Conference being held from 28th February – 2nd March.</p> <p>WH updated that in terms of wider project updates, he is now working with FJ on the serious violence duty. WH and FJ will be working closely with Bedfordshire Police, the local authorities and the Violence and Exploitation Reduction Unit (VERU) around bringing together the way that the county approaches serious violence duty.</p> <p>WH updated that there are a couple of staff posts outstanding. There is the Performance and Accountability Manager in the Transparency Team as well as Commissioning Officer post. The Safer Streets Admin post has been outstanding for quite some time and is now filled. They will be starting on 14th March.</p>	



	<p>WH advised that GM has been drafting an induction plan which has now been finalised for new starters.</p> <p>WH reminded all to please check their mandatory training and review if there is any outstanding. GM will be pulling a report for the team to see what is outstanding.</p>	
	<p>Head of Governance and Transparency</p> <p>Police and Crime Panel</p> <p>The Police and Crime Panel took place on the 7th February 2023, the focus of this meeting was on precept and budget, the £15 increase was agreed.</p> <p>Chief Finance Officer (CFO) confirmation hearing took place and Phil Wells has been appointed as the Office of the Police and Crime Commissioners CFO.</p> <p>If any of the team wish to attend Police and Crime Panel, please let KB know.</p> <p>Joint Audit Committee (JAC)</p> <p>JAC is on the 24th March 2023, the OPCC will present the strategic risk register. KB will be reviewing this again in coming weeks – if anyone wishes for any points to be noted or risks to be considered – please inform KB.</p> <p>Freedom of Information (FOI)/Data Protection (DP) requests</p> <p>FOIs continue to come in and be managed by BC.</p> <p>Independent Custody Visitors (ICV) / Dogs Scheme</p> <p>The next ICV Panel meeting is on Thursday 9th March 2023. BC and the Lead ICV have been working on updating the ICV forms. 2 meetings have been scheduled for ICVs to attend and review the new forms prior to them going live. x4 ICVs are undergoing vetting, x2 ICVs are booked in for induction. In total, including ICVs who were successful at interview and undergoing vetting, we will have 35 ICVs in total in the scheme.</p>	



	<p>The ICVA National Conference will be taking place in May and several ICVs have come forward to book a space. BC will be attending with the ICVs.</p> <p>Stop and Search/ Use of Force</p> <p>Stop and Search Main meeting due to take place on Thursday 2nd March.</p> <p>AB is working on a newsletter/bulletin.</p> <p>Legally Qualified Chairs (LQC) / Misconduct</p> <p>The OPCC is currently having ongoing conversations about the LQC function and the KB will update all when a resolution is agreed.</p> <p>Working group together for the 7 Forces – to look at recruitment for 2023.</p> <p>Complaints</p> <p>Work is being completed in this area – dip sampling and liaising with the Force.</p> <p>Reviews</p> <p>Four outstanding.</p> <p>Decisions</p> <p>All known decisions are now on the website.</p> <p>Website Compliance – Specified Information Order</p> <p>The website will be reviewed on a monthly basis by the Transparency Team and the accessibility statement will be regularly reviewed to ensure that we remain compliant.</p> <p>KB asked all to review their areas on the website and to inform BC of any updates or amendments required.</p>	
	<p>Violence & Exploitation Reduction Unit (VERU) Manager</p> <p>KL and PM sent their apologies for the meeting however provided an update paper.</p>	



Community & Engagement:

As previously reported, the commissioned services continue to work against their action plans.

We will be issuing their staged payments during this month.

We will also be emphasising the need to keep the drive and enthusiasm in this period, the final quarter.

Really positive Feb half term project concerning young people in Flitwick and DJ workshops that provided a free of charge course to young persons (YP) mainly known to us in early interventions.

Working in conjunction with OPCC for the Youth Conference, very positive cross working relations that have produced a very positive day.

Communications:

The VERU in View and social media continue to have 'hits' and the messages have been well received.

Knife Crime campaign continues to be finalised has been authorised this month. The comms team will deliver a set of interviews, key messages and other social media product and content as well as paid advertising conveying the message of not carrying a knife. The campaign will run for most of the year and we will be able to publish the timeline to OPCC and Force to ensure any significant supportive operations or programmes can be 'attached'.

Data Analysis and Research:

Strategic Needs Assessment is nearly completed, we will be delivering it for a full draft review by end of the first week of March with a published deadline at the end of March 2023 to the Home Office.

Strategic Response Plan will also be a by-product of the Strategic Needs Assessment, as will the VERU Action plan.

Education and Research Lead:



Developing the VERU Action Plan in direct response to the Strategic Needs Assessment.

Still part of the on-going Absenteeism project.

YIS (Youth Intervention Specialists) Work:

For information – the VERU Youth Intervention Specialists team (YIS) is a unique team that no other VRU's have. They provide services that allow young people to be referred to meet/speak/communicate with dedicated a team member that have lived experiences and provide that support for wither further referral or to work on a 12 week 1-2-1 programme.

As previously reported, the YIS team are actively trying to recruit into the team. The team vacancies have impacted on our ability to maintain higher levels of referrals.

Further to this, the YIS team hold caseloads for high-risk children and are now monitoring their work on a new Case Management system called OASIS. Continued training on this system will allow the YIS team to have a fully auditable record of their interventions.

Events – managed by Community & Engagement Lead

- Working with OPCC for the Youth Conference – VERU to plan morning event and OPCC the afternoons. Expected date of events in Feb 2023
- Planning Hope Hack – funded event to seek Youth voices – planned for 18th March 23 at Luton University. Further meetings have taken place with Leicester VRU.
- This event will generate a lot of ideas on how young people can provide 'Truth to Power' – be able to communicate their views to those who can influence policy and processes that directly impact communities.
- Kick-Off@3 – developing the next round for Bedfordshire – Youth led football tournament to choose one team to represent Beds at a final tournament in July 2023. LTFC Are involved in this project.

Commissioning

We will be reviewing in the next few weeks what interventions be re-commissioned to allow a more seamless transition from Year 1



	<p>to Year 2 – in conjunction with the commissioning process and Delivery Plan.</p>	
	<p>Head of Victim Services and Commissioning</p> <p>Performance – Qualitative and quantitative</p> <p>Referrals into Bedfordshire Victim Care Services (BVCS) from the Force was 505. Referrals pulled through by BVCS is 50. There were 30 agency referrals and 12 self-referrals.</p> <p>New elements to log (issues or success)</p> <p>The team is nearly at full capacity. In the past two months we have recruited two Business Support Administrators and one Victim Care Coordinator. There will be another Victim Care Coordinator arriving in March, which will bring BVCS to full capacity.</p> <p>Bedfordshire Police Partnership Trust (BPPT):</p> <p>Performance – Qualitative and quantitative</p> <p>There were 65 referrals to the team for January. The back log has now gone.</p> <p>Communication plans to share</p> <p>The Charity will close on the 31st March 23. The Bobby Scheme Team will be retained and built into Victim Services.</p>	
	<p>Commissioning and Income Generation Lead</p> <p>JS updated that one vacancy remains within the Commissioning Team for Commissioning Officer, the advertisement is currently out.</p> <p>Victim and witness survey now live. The team has an outline of other research projects to take place in 23/24.</p> <p>Performance and monitoring:</p> <ul style="list-style-type: none"> ○ Q3 monitoring meetings are ongoing ○ The Commissioning Team are to present to Governance and Transparency on 3rd March 2023. 	



	<ul style="list-style-type: none"> ○ PO's have been raised for second half of core MoJ and CSF funding, and the MOJ SVDA funding, PO's have been sent to providers to invoice against. <p>Commissioning activities:</p> <ul style="list-style-type: none"> ○ The sub-£50,000 competition has been completed for a majority of funding opportunities and those successful have been informed. Two opportunities remain open, the Multi-Crime Therapeutic Support provision and Sexual Exploitation Support. Neither competition was successful through the original evaluation panels. The two bidders for the Multi-Crime Therapeutic Support met with the Commissioning team for clarification meetings and have resubmitted their responses which will be evaluated on Monday 27th February 2023. Meetings are ongoing with each Sexual Exploitation bidder to reconsider the opportunity, listening to market feedback and aligning to Ministry of Justice (MoJ) stipulations. ○ All commissioning plans for 23/24 have been made with consideration for longer term future plans. <p>Income generation:</p> <ul style="list-style-type: none"> ○ Multiple deadlines for funding opportunities from Nov-Jan. Team working to identify which are appropriate for the OPCC. 	
	<p>Project Manager – Policing and Contact and Safer Streets</p> <p>Safer Streets:</p> <p>The new Safer Streets Admin Coordinator starts on the 14th March. PE has been looking at getting spiking train the trainer courses organised for the Force and Local Authorities. PE has an event with the university on the 16th March to provide an input on safer streets project and how we can support the university in Bedfordshire.</p> <p>PE has to submit a return to the home office by the end of play Thursday 2nd March with regards to predicted spend in this quarter and what the underspend for this half of the project is likely to be.</p>	



	<p>Community Triggers:</p> <p>No update from previous meeting.</p> <p>Specials linked to locations:</p> <p>No update from previous meeting.</p> <p>Retention rate and attrition:</p> <p>No update from previous meeting.</p> <p>Domestic Abuse focus on offender:</p> <p>No update from previous meeting.</p> <p>COP HUB</p> <p>Still progressing the deployment of the three initial terminals and we have a further three terminals ready for delivery.</p> <p>We are looking at suitable locations for these to go.</p> <p>Bedfordshire Victim Care Services (BVCS)</p> <p>There have been three new staff begin in the BVCS with another starting next week. PE is working with the Force to increase the referral rates by officers and hope this will reduce the need for supervisors to pull through work and concentrate on the day to day function and staff development.</p>	
	<p>Criminal Justice Project Manager</p> <p>FJ updated that she is currently in the process of drafting the March agenda for senior management approval and working through the actions from the December Criminal Justice Board meeting.</p> <p>A standard reporting method for the three workstreams has been agreed by the respective Chairs as follows:</p> <ul style="list-style-type: none"> a) In future the Board will receive verbal updates, to include 3-4 specific items of discussion to bring to the attention of the Board, highlighting anything requiring a wider partnership discussion including any areas of risk/concern which might require a closed conversation during the allotted time, at the end of the BCJB agenda. b) Updated Action logs from each workstream at the end of each quarterly meeting, to be circulated with Board papers 	



in future, commencing in 2022-23 Q4. This will be an accompaniment to the verbal updates, giving the partnership an opportunity to scrutinise workstream performance and allow for specific questions if required.

Police and Race Action Plan (PRAP)

FJ updated that she is looking at how to support the Force in achieving the vision and outcomes of the PRAP through the Board and its respective workstreams.

Membership/Partnership Working

Gaps in Board membership have been filled with a commitment from Health Commissioners including mental health, to attend future Board meetings and relevant subgroups.

Transparency

Minutes of previous meetings have been uploaded onto the OPCC website and are up to date. Draft minutes of December meeting scheduled for circulation to partners for comments w/c 30 January.

BCJB Meeting Schedule

21/03/2023 Q4
20/06/2023 Q1
19/09/2023 Q2
19/12/2023 Q3
19/03/2024 Q4

Performance and Programme Management Group (PPMG Chaired by CPS) – Beds/Herts

Scorecard

It was agreed at the December BCJB, that the Bedfordshire scorecard will be presented at the PPMG in future, highlights to be reported by the PPMG Chair, by exception.

Victims & Witness Engagement Board (VWEB Chaired by Force)

The group is accountable for Victims Code of Practice (VCOP) which is looked at through the Force Performance Board. There is an action plan around victims' personal statement which is ongoing. The group discussed new legislation relating to victims



	<p>which will come into force in 2023, as responsibility for provide assurance to the CJB in terms of implementation across the partnership will sit with the VWEB.</p> <p>FJ to meet with the Chair to discuss revised Terms of Reference (ToR) for this group.</p> <p>Criminal Justice and Victims</p> <p>FJ updated that she is working on the Victims Needs Analysis actions, this is progressing well and on schedule for completion April 2023.</p>	
	<p>Restorative Justice Coordinator</p> <p>AP sent her apologies for the meeting however provided an update paper.</p> <p>AP is currently rebranding and have a new Restorative Justice (RJ) logo. Leaflets are being made through the Force Graphic Designer. Once we have all the materials, we are going to do an official launch which will help raise the profile of Restorative Justice.</p> <p>HMPPS has recently published a new policy regarding RJ and lays out the professional responsibilities of offender managers, probation practitioners and victim liaison officers. We are currently looking at the policy to try and understand it better and there is also a seminar run by HMPPS which will discuss the new policy which we will be attending.</p> <p>We have had 1 referral this month from the police, and I currently have 2 active cases.</p> <p>I am continuing to raise awareness with partners and doing regular RJ inputs where needed. Work still needs to be done with the police to boost the knowledge of RJ which is currently being looked at.</p>	
	<p>Early Intervention Project Manager</p> <p>School Absenteeism Pilot</p> <p>Pilot due to come to an end on 31st March 2023. Since the absenteeism pilot commenced in June 2022, a total of 116 young people have received specialist intervention from the VERU's YIS</p>	



staff as a result of being referred into the PCC's pilot Engagement with pupils is maintained during school holidays. This is essential.

So far, the pilot has resulted in several positive outcomes for the young people and families that are being supported. All 116 people who have been referred to the pilot are engaging with the VERU and feedback from the families has been positive. Parents and carers of the referred pupils have told the team that they are thankful for the support in addressing their child's absence from education as they often feel powerless in tackling the issue alone.

Final report/data from VERU following 31st March 2023.

Safer Streets 4 – Educational Initiative

- Educational Toolkit Rollout to schools – Thursday 12th Jan 2023
- Home school teams included
- Team will now be looking at the best way to follow up with schools – reminder of resources / feedback etc.
- Safer Streets & LAWC to look at second wave of Toolkit launch – how best to utilise this within clubs.
- SS4 commissioned Our Streets Now to deliver a total of 12 online staff training workshops. These took place over a 2 week period in February with AM / PM and EVENING slots available.

Total of 26 attendees to the workshops, from schools and partner organisations. Schools include BILTT, Sharnbrook Academy, Bedford Girls School, Daubeney Academy, Bedford Academy, The Seeds of Change, Cauldwell School, Kings Oak Primary and The Avenue Centre.

From feedback given before and after the workshops – participants reported between 80% - 100% increase in the following areas,

- Knowledge of young people's experiences of PSH and the impact it has on them.
- Confidence in responding to disclosures of PSH
- Confidence in answering questions about PSH
- Knowledge of taking an intersectional approach
- Clarity on how to apply a clear action plan for tackling PSH.

'Meeting such driven people who have already and will continue to make a difference in the lives of young people. Facilitators were



	<p>passionate and knowledgeable. Felt like we were learning from experts, rather than people just paid to talk to us.' – feedback from a participant.</p> <p>Youth Conference 2023</p> <ul style="list-style-type: none"> • Central Beds – 28th Feb – Rufus Centre • Luton – 1st March – Venue 360 • Bedford Borough – Kings House • 280 attendees plus 87 facilitators/staff/speakers so roughly 367 total outreach. Numbers slightly dipped due to Luton school strikes. • Currently processing feedback from students / teachers. <p>Restorative Justice in schools</p> <p>Project team has been created within the office. Regular meetings set up. Currently looking to pilot in 2 schools (one in Luton, one in Bedford). Initial meetings with schools and organisation RJ in schools, who may act as our provider.</p>	
	<p>Events Officer</p> <p>Discussions were held with the team surrounding the outstanding events for the year including Faith Conference, Business Conference, Rural Conference and Schools Debate. Dates/venues are currently being organised and an update will be provided at the next BRM in March.</p>	
	<p>AOB</p> <p>No AOB was discussed.</p>	