



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

MONTHLY BUSINESS REVIEW MEETING

26th April 2023

Attendees: Wayne Humberstone (WH), Francoise Julian (FJ), Bethany Coles (BC), Cara Gavin (CG), Anesu Banda (AB), Claire Hurst (CH), Simon Powell (SP), Jenna Skinner (JS), Alysha Patel (AP), Phil McCarthy (PM)

Business Review Meeting	Actions
<p>Welcome and Apologies</p> <p>Apologies: Cara Gavin (CG), Gemma McCormack (GM), Pauline Stewart (PS), Katie Beaumont (KB), Anna Villette (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 updated the team on an overview of projects and advised that Project Managers will be able to provide detail in their sections of the agenda.</p> <p>AV and WH are looking at the structure of the office, as it has been around 12 months since the new structure was put into place.</p>	
<p>Head of Governance and Transparency</p> <p>KB sent her apologies for the meeting and BC, AB and MR updated in regards to their area.</p> <p>MR explained to the team about the new processes with external and internal finance supplier forms. WH thanked MR for her due diligence and support with finance in the office.</p> <p>BC reminded all about the training emails that KB has sent, and WH reiterated the importance of reading, completing, and confirming completion of training to KB.</p>	



BC stated that she can share the Force Information Document to all however this is available on our website under the Transparency section.

Discussion was held regarding the new office phone automated message. PE stated for those that pick up the phone next week, to report back to him on the type of call received so he can report back to ICT on how the new system is working.

Action: PE to review the office phone automated response re both options going to 'press 1'.

WH updated the team on the importance of our website being reviewed and updated regularly, as well as being fully accessible. WH requested that the website becomes a standing item on the agenda for the team to provide an update on their areas, and for any changes to the website.

Violence & Exploitation Reduction Unit (VERU) Manager

Community & Engagement:

PMc updated that the Community Lead has been busy visiting our commissioned services. As with the OPCC, we are reviewing Quarter 4 returns and seeking the commissioned services to send in their invoices.

Working on KickOff@3 – a football tournament for both boys and girls. Working with Kick Off founder with the ethos of breaking down barriers between youth and police. The tournament will be held during half term and Beds VERU is funding the tournament.

This is open to Under 12 and Under 15 teams. A tournament style event that the winners will attend a national KickOff@3 final in July. Also working with Luton Town football club on this event. Community Police teams and other partners are to be involved in a 'support' area whilst the tournament is happening.

Will send an invite to PCC for his attendance, Police Exec will also be invited to attend during the tournament.

Action: PMc to invite the PCC to the VERU Kick off @ 3 event on Weds 31 May.

Communications:

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

VERU website is being built and the supplier has been busy developing the content being supplied by the VERU leads. Hoping to Go-Live within the month of May.



Working on making End of Year report more user friendly than a document to read.

Data Analysis and Research:

PMc updated that as previously reported, the Strategic Needs Assessment has been completed along with the refreshed Strategic Response and is now being more widely utilised across the partnership – ie Serious Violence Duty partners.

End of Year report is being finalised and that will be available once we have a comms/layout review.

Education and Research Lead:

VERU Action Plan has been completed.

Absenteeism project – end of pilot report is with PCC, for final authorisation.

YIS (Youth Intervention Specialists) Work:

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.

Referral meetings and events attended:

- Multi-agency child exploitation meeting MACE
- Contextual Safeguarding (CBC South)
- MAGPan
- Serious Youth Violence Panel
- CSE and Missing SPOC meeting
- Boson Silver

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. Looking to develop closer links to the Police Education and Diversion team regarding Restorative Justice alongside AP.

Commissioning

VERU Delivery Plan 23/24 is being finalised for submission with support from Hope Office single point of contact.

Head of Victim Services and Commissioning

Performance – Qualitative and quantitative



Referrals into Bedfordshire Victim Care Services (BVCS) from the Force was 580 for the previous month. There were 26 agency referrals and 11 self-referrals.

Projects

The BVCS Change Programme is in progress, this project is around the office move as well as policies and procedure review and office culture.

New elements to log (issues or success)

The Team is now at full capacity. In the past two months we have had 2 Business Support Administrators arrive and 2 Victim Care Coordinators.

Bobby Scheme:

Performance – Qualitative and quantitative

Total number of referrals to the team for February is 101. This is a significant rise on February and has come from various promotion meetings held with the LA's in relation to the charity closing and the Bobby Scheme coming under the OPCC.

New elements to log (issues or success)

A meeting was held with the Chamber of Commers, we are looking into how the Bobby Scheme can help small business around the county. The Chamber has around 200 small businesses on their books. This is still being progressed.

Communication plans to share

The Charity closed on March 31st, 2023 and this has now been ratified and by the Charity Commission.

Commissioning and Income Generation Lead

JS provided an update regarding commissioning and stated that they are now using the new Commissioning Management System, which provides dashboards and easy to use reports.

The team are currently compiling the end-of-year return for the Ministry of Justice (MoJ), TM is predominantly leading on this.

In regards to projects, TM is leading on an out of court disposals project and we held our engagement event last week which went very well with around seventeen attendees split across six organisations.



CH is currently leading on conversations with the NHS around co-commissioning opportunities and projects. This involved discussion around the use of the public access terminals within hospitals.

Project Manager – Policing and Contact and Safer Streets

Safer Streets:

PE updated that we have just started the second part of the Safer Streets Project and looking ahead for possible underspends based on discussion we have had in the first half of the project and looking at alternative innovations.

Home Office return has been sent off for Q4 and no feedback has been received as yet.

PE updated that the schools competition has been extended until the end of Sept 2023 due to no entries being received to date, the Home Office have agreed to this and we continue to promote this at every opportunity.

The spiking awareness train the trainer course due to take place at the beginning of June 2023 for 10 people from the force and local authorities.

We continue to look for every opportunity to attend events and promote the project.

A booklet is currently being progressed to go through every door in Bedfordshire about Safer Streets, this will highlight commissioned partners.

Community Triggers:

The Force Lead has facilitated the first meeting with the three local authority leads and is working on a pan-Bedfordshire approach so that the user experience is the same, the OPCC will be responsible for overseeing any case reviews should the victim feel that there has not been a suitable resolved.

Roads Fund:

The Road Safety Fund is in the process of being handed over to commissioning team, but PE will still be supporting them if required due to overseeing road safety.

Retention rate and attrition:

Retention rate is at 10.3% at the end of 22/23 and officer numbers are at 1455.

Business partnerships:



Contact has been made with both Bids (Bedford and Luton) to see if there are ways of increasing membership.

Public Access Terminal

PE updated that three terminals deployed in libraries (Flitwick, Dunstable and Leighton Buzzard) and he is working with the University of Bedfordshire to site one in each on their campuses (Bedford and Luton).

PE is working with the Force to work on the App version of the Public Access Terminal which we hope to launch in the summer.

Bedfordshire Victim Care Services (BVCS)

We are currently looking at ways to increase the number of referrals received from the force and BVCS are doing a piece of work to try and identify where the issues may lie. We are also looking at putting some more internal comms promoting BVCS and encouraging officers and staff to refer victims of crime into the service.

Criminal Justice Project Manager

Bedfordshire Criminal Justice Board (BCJB)

FJ updated that the BCJB planning meeting is scheduled for 24 May 23 to include reviewing priorities and the Terms of Reference. The APCC has agreed to attend as guest speakers.

The Board agreed to hold an annual public meeting; proposed dates to be circulated for agreement at the May planning meeting.

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

The next PPMG is scheduled for 7 June. Regarding the scorecard, the analyst commenced on 1 April 2023; information sharing agreement signed off and the Crown Prosecution Service (CPS) have started to send through data.

Beds will report on 22/23 Q4 at the coming PPMG meeting, looking at themes for discussion.

Reducing Reoffending Board (RRB Chaired by Probation)

FJ updated that the next RRB meeting scheduled for 6 March 2023. Agenda to include a review of 23/24 – 24/25 priorities and Terms of Reference.

Victims Needs Assessment 2021 (VNA)



The VNA created 28 recommendations for organisations and services in Bedfordshire. A paper outlining how recommendations have been progressed and was submitted to SMT for scrutiny.

Serious Violence Duty

The Pan Beds Serious Harm Board has been identified as the partnership which will be responsible for holding partners to account for delivery of the duty and agreeing spend. The SHB partnership met on 18 April 2023.

Restorative Justice (RJ) Coordinator

Referrals

AP updated that we have had 2 referrals in April from Bedfordshire Victim Care Services and HMP Bedford. We currently have 5 active cases and closed 1 case.

RJ Prison Project

AP went to the prison and spoke to the Head of Offender Management Unit to see if we can pick the project back up. The new Deputy Governor is currently on leave, and we are still waiting to set up a meeting to see the extent of the backing from the prison.

Restorative Justice in Schools Project

Project is running well and working with the trust and training provider to work out the final details. Two people from the working group are attending an immersion day at a school in Leeds.

Training and Awareness

This month AP has delivered training to the Prison Offender Manager's at HMP Bedford which was very well received and got a further insight to how the prison is run. We are going to go through their caseloads to look for suitable cases to refer to RJ to boost referrals.

AP will be delivering training in partnership with the YOS around reducing reoffending in looked after children at the end of April. AP will also be delivering an input to the Cadets at the start of May.

AP will be attending the YouTurn event and will run a stall alongside BVCS to raise awareness amongst partners.

RJ leaflets have been delivered and they are slowly getting distributed out and also being send electronically to partners.



<p>Police RJ Lead</p> <p>An RJ Lead has been established within the Force. A meeting will be scheduled to discuss RJ and to establish how we can work together to push RJ within the Force.</p>	
<p>Early Intervention Project Manager</p> <p>CG sent her apologies for the meeting.</p>	
<p>Events/Executive Assistant Updates</p> <p>GMc and PS sent their apologies for the meeting.</p>	
<p>AOB</p> <p>WH requested that meetings in the future are extended by 30 minutes due to running over time.</p> <p>No other AOB discussed.</p>	