



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

**MONTHLY BUSINESS REVIEW MEETING**

31<sup>st</sup> July 2023

**Attendees:** Wayne Humberstone (WH), DPCC Ian Dalgarno (ID), Francoise Julian (FJ), Bethany Coles (BC), Cara Gavin (CG), Tara Malciw (TM), Pauline Stewart (PS), Samantha Denness (SD), Claire Hurst (CH), Phil Eaton (PE), Alysha Patel (AP), Mary Robinson (MR)

<b>Business Review Meeting</b>	<b>Actions</b>
<p><b>Welcome and Apologies</b></p> <p><b>Apologies:</b> Anna Villette (AV), Katie Beaumont (KB), Phil McCarthy (PM), Karen Cotton (KC), Anesu Banda (AB), Phil Wells (PW), Gemma McCormack (GM), Simon Powell (SP)</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 provided office updates to the team and reminded the team to continue checking their areas on the website and providing any updates or amendments required to SD, BC and AB.</p> <p>WH provided an update around Safer Streets 5 and explained that PE will be able to provide further information within his update. Bids are to be submitted by 29 August.</p> <p>The Commissioning Officer role is going back out to advert with some slight tweaks to include Compliance. WH also confirmed that there will be a new member of the team starting on a consultancy basis to support with Commissioning.</p> <p>WH updated that we are in the process of reviewing how the Delivery Plan is presented and that we are creating a dashboard.</p>	
<p><b>Head of Governance and Transparency</b></p> <p>KB sent her apologies for the meeting; SD provided the update for the team.</p>	



## **Police and Crime Panel**

The last panel was held on the 11 July 2023. The next panel will take place on the 10 October 2023, so requests will be coming out to the team for information.

## **Joint Audit Committee (JAC)**

JAC due to take place on the 29 September 2023 – KB will be reviewing the Strategic Risk Register. Any low-level risks that the team wish to bring to the Governance Teams attention, please contact KB.

## **FOI/DP requests**

FOIs continue to come in and be managed by BC and AB.

Please be mindful on timeframes if you receive a request for information as to respond to an FOI, is a statutory duty and cannot be late.

We have received two Subject Access Requests (SARs) which are being worked through.

## **Independent Custody Visitors**

ICV Panel Meeting due to take place 14th September 2023. As the team are aware, we are now aiming for the highest level for the ICV Quality Assurance Framework (QAF) which is Platinum. This is a brilliant achievement to aim for and KB is confident that we will get there. The DPCC attended a visit with ICVs.

Visits have been going well, with at least one visit to each Custody Suite each week. There have been limited issues reported, the Chief Inspector and Inspector of Custody are keeping KB and BC up to date.

## **Stop and Search/Use of Force Scrutiny Panel**

A lot of work is due to be completed in this area when AB returns from AL. AB and SD will be working on:

- Amending Terms of Reference
- Videos for Public Confidence
- Feedback mechanisms with the Force and public
- Recruitment
- Review of grading criteria



- Rules of engagement etc.

Work is ongoing for the new Independent Custody Detention Scrutiny Panel. SD updated that we are holding a Volunteers Celebration Event towards the end of September to thank our volunteers in the office for their contributions.

### **Legally Qualified Chairs (LQCs)/Misconduct**

The OPCC is currently having ongoing conversations about the LQC function and recruitment – the region has been meeting to talk through process etc – this will be going live end of this year. LQC consultation is ongoing and KB will let the OPCC know of any changes.

The allocation of LQCs and Independent Members (IMs) continues and decisions are completed for each allocation, as the LQC allocation is one of statutory duties.

### **Complaints**

The Dip Sampling process has been reviewed by the team and how we can make further improvements in this area. Monthly meetings with the Force surrounding our findings continue.

### **Reviews**

Three are currently outstanding – however will be completed in due course. There is no time frame for a review to be completed however the aim is to complete as soon as practicable.

The team are currently working on the Quarterly Transparency Report, that is published on our website.

### **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.

### **Website Compliance – Specified Information Order**

BC has recently completed an audit of the website. There are a lot of actions – BC has emailed for updates. Audits are completed on a monthly basis.

### **Comms**



Comms work continues and we have released press releases – any questions on the releases please do not hesitate to contact KB. If you have any news coming up, please send KB an email so that this can be incorporated into the schedule.

## **Violence & Exploitation Reduction Unit (VERU) Manager**

### **Community & Engagement:**

Community lead has been busy visiting our commissioned services preparing them for the coming commissioned year. We have prepared all paperwork to be sent out in anticipation for the final Home Office sign off.

Our KickOff@3 tournament was a great success. The Under 14's Bedfordshire Finalists came third in the national final in London on 24<sup>th</sup> July. Attended by the VERU Director Kimberley CAMPBELL-LAMB and VERU's Community & Engagement Lead – the local team put in a strong performance, with the initial attendance at the Bedfordshire event of over 160 young people it once again emphasises how sport can divert children into a positive activity and reduce their exposure and opportunity to be exploited or vulnerable.

Developing the VERU Village concept based on the African concept of 'it takes a village to raise a child' – the VERU are developing a network of 'huts' that will contain professional who will volunteer their support for young people. More details of this project will follow soon.

### **Communications:**

Working on making a specific Anti Knife crime campaign, linking into the Beds Comms team for maximum exposure. The social media content has been very well received based on the data that allows us to monitor the number of times the pages have been viewed or gone into further.

### **Data Analysis and Research:**

VERU Data lead working hard on expanding multi agency data sharing partnership and the impact of the Serious Violence Duty (SVD) is having positively in increasing data between relevant partners.

We are reviewing a Serious Violence framework with our partners to provide a clear trend picture for all to utilise.

### **Education and Research Lead:**

University of Beds have been commissioned to evaluate the impact of the VERU on our core aims and commissioned services for last year. This exciting development will



bring in one of the most respected teams in the country that covers social care and youth justice. Our dedicated single point of contact in the VERU will be the link for the material the University will be calling for as well providing the VERU a quality assurance aspect to our work.

### **YIS (Youth Intervention Specialists) Work:**

This in-house intervention team is unique to Beds VERU whereas other Violent Reduction Units (VRU's) outsource this aspect of their work.

### **Commissioning**

We are working with the OPCC to introduce an A&E navigator programme that will support under 25's when they attend A&E with injuries sustained from serious violence.

The Custody Intervention programme CLIC (Changing Lives in Custody) has started to train North based Custody staff in what the project is trying to achieve and gain their involvement into the project. The VERU and REactiv8 are finalising the protocols and SLA's with Custody management.

The CliC programme has commenced and so far, some positive results have been achieved including housing a habitual offender and providing training and exams to allow an offender to work on building sites are just two examples of what can be achieved.

The second part of the Custody programme is to make the in-cell monitors 'live'. We have some technical issues to overcome to allow the screens to be networked into the system but we are still confident we will overcome these soon.

### **Head of Victim Services and Commissioning**

PE provided an update on Bedfordshire Victim Care Services (BVCS).

#### **Performance**

PE updated that the quarter 1 return has been completed for the Ministry of Justice (MoJ) and there have been a total of 1734 referrals made.

#### **Projects**

The BVCS project is ongoing and we are about to publish our new Vision and Mission statement, further collaborative work is happening with Case Tracker and we are looking at a more graphical report to accompany the MoJ return.



**New elements to log (issues or success)**

The team continue to submit case studies and information for the PCC's performance report.

PE updated that we are also currently recruiting for a managers role as a 6 month secondment that will sit between the Head of Victim Services and the Supervisor role. The advert for this role closes on 18 August.

**Commissioning and Income Generation Lead**

Commissioned services and projects have been confirmed for 2023/2024. The 23/24 Commissioning plan has been devised; the team have been updated around key areas of responsibility. Project Managers are to support Commissioning Officers in project activities.

Sums.org has been introduced to enable Data and Reports to become easier accessible for the commissioning team. Training on the system is ongoing. Capabilities are being reviewed in terms of Commissioning competitions also.

OPCC website reviewed and updated for Commissioned Services for 23/24. Infographics have been developed for the PCC to share on social media.

**Commissioning activities:**

Grant agreements issued for the 2023/2024 commissioned services. Sexual Violence Network meeting established – next meeting to take place in October. Commissioned Provider Network meeting established – next meeting to take place on 21st August 2023, Director of Operations to chair with support of the Commissioning Officer.

**Project Manager – Policing and Contact and Safer Streets**

**Safer Streets**

PE updated that repurposing has been approved and purchase orders are being raised to ensure that we maximise the funding opportunity. Safer Streets 5 has been announced and we are looking at initiatives.

**Community Triggers**

PE is waiting for final sign off by the three local authorities and the Force and there will be a single agreement process that covers all of Bedfordshire. This is due to be live in September 2023

**Public Access Terminals**



<p>We continue to develop the app and monitor the usage of the terminals. All terminals should have the translation option on them in the next month.</p>	
<p><b>Criminal Justice Project Manager</b></p> <p>FJ updated that the Bedfordshire Criminal Justice Board (BCJB) met on 20 June 2023 and the following actions agreed:</p> <ul style="list-style-type: none"> <li>- Looking at accountability in the system - Probation to provide the Board's Performance Group with data for scrutiny at future meetings.</li> <li>- FJ to look at a research piece relating to race in the Criminal Justice System (CJS) in Bedfordshire and report back to September Board.</li> <li>- 2023/25 priorities to be revised; Terms of Reference to be updated accordingly and table with a Draft BCJB Business Plan at the Q2 meeting to include overarching priority relating to partnership working and a 'Whole Systems Approach' and future work to be underpinned by Mental Health and Race across all workstreams.</li> </ul> <p>A communications campaign has been prepared by the Comms Team. The Board's Manager is now planning for a Board promotion piece and a following November Annual General Meeting (AGM). Potential date planned for 1<sup>st</sup> week of November 2023 after the Q2 Board.</p> <p>The Beds/Herts Performance and Programme Management Group (PPMG Chaired by CPS) met on 7 June 2023.</p> <p>The Victims &amp; Witness Engagement Board (VWEB Chaired by Force) meeting was held on Thursday 6 July 2023. Victim Attrition also a focus for this group which will feed into the work being undertaken by the Performance Group.</p> <p><b>Partnership Working</b></p> <p>FJ updated that meetings have taken place looking at improving the processes for individuals leaving prisons, to help reduce reoffending including ongoing scoping for a multi-agency commissioned project looking at software to support prison leavers as they transition from the prison service into the community. The aim being to help alleviate some of the stress around leaving prison and support better outcomes to reduce the possibility of re-offending.</p>	
<p><b>Restorative Justice (RJ) Coordinator</b></p> <p><b>Referrals</b></p> <p>Received two referrals in July and a date has been set for a face-to-face conference in August.</p>	

### **RJ Prison Project**

- Focus has now shifted onto the youth within the prison to embed restorative approaches (RA) in.
- The proposal has been reviewed by the prison and the last amendments are currently being made.
- A meeting has been set with HMP Peterborough to determine their training commitment for this project.

### **RJ in School Project**

- The 1<sup>st</sup> wave of this project is set to start at the end of September/ start of October which will cover 3 schools, 1 in each local authority.
- A school has been identified for the 2<sup>nd</sup> wave and is fully on board with the project. The second wave is due to start around December/ January time.
- A second school has expressed interest for the 2<sup>nd</sup> wave. Awaiting a meeting date.

### **Training and Awareness**

Training has been delivered at the 3-day annual Community Policing Briefings, patrol briefings.

Dates have also been booked in to deliver training with probation and Judges at Luton Crown Court.

### **Early Intervention Project Manager**

CG provided an update on the Domestic Abuse Perpetrator Programme, which is a joint project with Office of the Police and Crime Commissioner (OPCC) for Hertfordshire.

### **AOB**

No AOB discussed.