

**OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE
PERFORMANCE AND GOVERNANCE BOARD
THURSDAY 31 AUGUST 2023**

Attendees:	Anna Villette, Chief Executive - OPCC – Chair (AV)
	Dan Vajzovic, Deputy Chief Constable – Force (DV)
	Katie Beaumont, Head of Governance and Transparency - OPCC (KB)
	Phil Wells, Chief Finance Officer – Force / OPCC (PW)
	Fiona Dawson, Exec Staff Officer – Force (RG)
	Wayne Humberstone, Director of Operations – OPCC (WH)
	Pauline Stewart OPCC Minute Taker – (PS) Not present

Agenda Item		Action
ITEM 1 Welcome Minutes of meeting held and for agreement and matters arising	AV opened the meeting. Apologies: <ul style="list-style-type: none"> Pauline Stewart T/ACC John Murphy AV summarised, whilst it is the holiday season the Board agreed to meet for business continuity purposes. The Board may need to seek additional clarification out of the meeting regarding reports due to time restraints. Minutes circulated and agreed. AV explained that all minutes will be published promptly, any amendments must be received by return. No matters arising.	
ITEM 2 OPCC Questions or items to raise	2.1 Actions from previous meetings AV referred to the outstanding actions. The action log was discussed and updated. Please refer to the Action Log document.	
	2.2 Information Document for Publication AV introduced the report covering the Information Document for publication. Key areas pulled out of the report and discussed were as follows: <ul style="list-style-type: none"> KB raised questions on the Special Constabulary establishment as numbers have dropped over the last 12 months. 	

	<ul style="list-style-type: none"> • AV stated that this is a focus for the Commissioner and members of the PCP. • PW went on to say, that he will respond in writing. There is a focus on the Special Constabulary, however the government are linking grant funding to the number of Officers recruited. • PW explained that there is a focus on recruiting Police Officers so that the Force do not lose funding. The next intake for Special Constables is in February 2024. • KB asked if promotional items are provided to raise awareness for Special Constables and Volunteering within Bedfordshire at events like the Force Recruitment Fair. • PW confirmed that the 'stalls' are for Officers, SC's, PCSO's and Volunteers. • DV explained that both he and the DPCC attended the last Recruitment Fair. The Force are attending relevant Community events and pushing all recruitment routes, with a priority on regular Officers. • AV PW to provide a few lines / bullet points regarding the agreed position to be included in the papers. Action PW • WH suggested that due to the Commissioners interest it may be useful to look at Cambs and Herts to collaborate regarding training etc. to keep volunteers interested. • PW agreed to include a response alongside action above. <p>KB referred to the Gold Group and FCR</p> <ul style="list-style-type: none"> • KB stated that the P&G Board agreed to discuss the Force Control Room (FCR) at all meetings and asked if there were any immediate updates. • DV to send KB the report. Action DV • DV referred to the data within the report and explained that since they have provided additional Officers within FCR, performance is improving month on month. DV went on to say that they have closed the vacancy factor within core roles, Handlers, Dispatchers and Crime Bureau. • DV explained that the performance data shows how Call Handling has improved and pleasing to see that the FCR have answered 12,104 '999' calls, the highest number, with an abandonment rate (very low) of only 200 call this month. <p>AV thanked everyone for the quality data and information.</p>	<p>ACTION PW</p> <p>ACTION DV</p>
	<p>2.3 Forward Plan</p> <p>AV invited KB to discuss a couple focus points</p> <ul style="list-style-type: none"> • KB As the outlier for Homicide can the Force provide an update to the Board with what the Force are doing around the prevention of Homicides. 	

- DV stated that the Force are seen as an outlier in the terms of the number of homicides recorded since the start of the calendar year. The Force have commissioned Chief Supt. Jackie Whittred to further develop the Homicide Reduction Strategy – this work is ongoing and in train.

DV proposed putting this on the agenda in 3 to 6 months' time. This does not impact on the Force's outlier status.

- KB asked if the Force / OPCC had considered writing to the Policing Minister and Funders to stress the need for the funding formula and the data surrounding serious violence and homicide.
- DV stated that the Force are continuing to negotiate and PW is having discussions with the Home Office re operations Boson, Costello, OCG and gang related criminality grants.
- AV went on to ask what plans and interventions the Force have in collaboration with colleagues, including a timetable for delivery.
- DV stated that he will come back to AV with an update. **Action DV**
- PW explained that the Homicide Prevention Strategy being drawn up by CS Jackie Whittred should be completed in a months' time.
- PW proposed bringing this back to the September meeting and hopeful that an action regarding the strategy is in place. Further to bring this back every 3 to 6 months. **Action PW**
- KB to add to the forward plan – 6 monthly or quarterly updates.
- AV Further discussion to be had out with the meeting.

ACTION DV

ACTION PW

KB referenced the ASB report (goes into next agenda item 3.2)

- KB referred to the ASB data in the performance pack (separate report) and asked if the increase is due to a seasonal increase or as a result of the Community Team numbers being low?
- DV explained this is due to a seasonal increase in ASB. DV went on to say there is no correlation between seasonal trends and the numbers of Officers in the Forces Community Teams during that period of time.
- PW went on to say that it is worth recognising that some Community Teams are probably doing more work around ASB using different techniques rather than just people, e.g., Leighton Buzzard, nuisance motorcyclists, 'use of' helicopter. The Force continue to look at different tactics.

KB Theft and the Force

- WH stated that the Home Secretary announced Forces taking a more proactive view regarding theft and other offences. WH went on to ask about the potential impact for the Force around political pressure, managing expectations and the impact on services delivered.

	<ul style="list-style-type: none"> • DV explained that the requirement for the Force to investigate all reasonable lines of enquiry are different case by case. DV provided an example (from last month's meeting), regarding shoplifting and how the Force would want to develop a proportionate response, focusing on harm rather than loss. DV went on to say that they will continue to find an evolution to the approach. • AV wanted to highlight that the APCC have an agreed position and responded to the Home Secretary on her correspondence. Various PCC's have voiced their opinions. AV explained that it is not the Commissioners intention to make any comments and will be in line with what is the agreed position with the Chief Constable. • DV explained that he has actioned FD to capture information around the shoplifting strategy and will bring back a substantive update. • DV explained that Det. Chief Supt. Zara Brown has taken over as Head of Crime. The Force are fully behind the approach to improve their detection rate (as detailed in the performance pack). The Force are 28 out of 43 Forces in terms of detection rates. DV went on to say that the detection is just over 10% better. Better performing forces are up towards 14% / 15% and the Force hope to move towards this. • AV stated that there is good work via Corporate Comms regarding communication with people in our communities. 	
ITEM 3 Performance Focus	<p>3.1 Crime performance figures with restricted detail</p> <p>Local (Bedfordshire) Dashboard (Monthly)</p> <hr/> <p>3.2 ASB Report</p> <p>Anti-Social Behaviour Spotlight.</p> <hr/> <p>3.3 Recruitment / Retention Report</p> <p>AV introduced the Recruitment and Retention Report (from the action log).</p> <ul style="list-style-type: none"> • AV explained that this is an area of great interest for the Commissioner and the Panel and it is important to provide the appropriate level of information to enable everybody to do their job. • KB stated that she is currently working on building the paper regarding Community Police and recruitment numbers. KB went on to say that when completed she will share with DV, PW and FD in readiness for the Panel. • PW stated that it is important for the P&G Board in terms of the Commissioners Police and Crime Plan and what is agreed in his precept. The Commissioner has pledged to have 1466 Officers by the end of 23 /24 – part of his budget, precept agreement. Regarding sustainability funding – there are 2 targets <p>➤ <i>One is 1457, which is the number needed to achieve the full grant</i></p>	

➤ *Plus, some additional grant for over recruiting from our uplift baseline*

- PW stated that the plan is for the Force to hit 1459 by the 30 September and achieve the 1466 by the 31 March. The Force are on target to hit their key milestones re their recruitment plan.
- PW went on to say, the Student Hub is having a real impression on attrition numbers, and for the first months of this financial year numbers in terms of leavers are reduced. PW explained that in August and September there is an increase in the number of detectives exiting the detective pathway and the Force are looking to see if it needs to be flexed to enhance the attrition around detectives.
- PW stated that the Force track below where they thought they were going to be for the remainder of the financial year.
- PW Ethnicity and diversity are tracking slightly below where they were last year. PW stated they are tracking about 14.1% last year 22 / 23. This year they are tracking around 11% for 23 / 24. This is due to the way funding was set up and a need to fill pools in 22 / 23 to receive the full funding.
- PW explained. The first half of this year, we are pulling on the remaining people in the pool from the previous year. In the latter half of this year, the Force are doing a massive advertising campaign which should have a bigger impact.
- PW stated that by the end of the year the diversity of the workforce should be similar if not better than last year.

PW concluded that these are the key elements of the Police and Crime Plan.

- *DV referred to the Information Document – slides 15 and 16 as there is an error in the PCSO section.*
- *KB and FD to look at this out with the meeting.*

AV Police and Crime Panel Paper requests for August Board

- AV stated that the OPCC have had a series of good meetings with the PCP Chairman who is making some changes on how the panel does its business. Ideas and any changes are going to be discussed and potentially agreed at the next Panel meeting.
- AV explained that Jagtar Singh, Chair of the Police Joint Audit Committee (JAC) will present the paper and take questions. The Chair will ensure there is no confusion about the respective roles of the JAC and the PCP and to ensure there is clarity on the advisory position of the JAC to the PCC and the CC.
- AV the next Panel meeting is on 10 October. PW attending.
- KB reminded PW that the deadline for submission of papers is 22 September.

	<p>AV introduced the Mid-year budget report</p> <ul style="list-style-type: none"> • PW stated that the report covers most of everything and PW to ensure that the people specific piece as agreed regarding the precept and the delivery against them will be added to the Panel report. <p>AV – A report on the proportions ethnic backgrounds of new recruits</p> <ul style="list-style-type: none"> • KB explained that this was a request from Jim Weir at a previous meeting and it was agreed that to bring the information back. • PW stated that ‘applicants’ is a new addition to what has been asked for. PW will forward a paper about the workforce and new recruits, which covers the majority of answers. 	
<p>ITEM 4</p> <p>Risk</p>	<p>4.1 Risk (Change in risk OPCC and Force)</p> <p>KB explained that she has reviewed the Strategic Risk Register and it is ready for the Joint Audit Committee.</p> <ul style="list-style-type: none"> • AV stated that the Commissioner was selected by the Conservative Party as the candidate to stand in the by-election. AV further explained that we are in a regulatory period and if a writ is laid before Parliament, this will trigger the time frame for a by-election in the mid Bedfordshire constituency. • AV explained that we are in a holding pattern until the timeframes are known and there are some risks to our collective reputations in terms of the political and media focus. • AV explained. A high-level group of individuals have been set up who meet weekly to consider anything that could impact on either the Force or the OPCC as a result of the Commissioner’s candidacy. This is working well. <p>4.2 Casey Review update</p> <p>AV explained that PW and KB have been working on what a Forward Plan would look like for this the Performance and Governance Board, to include:</p> <ul style="list-style-type: none"> • The Casey Review • The Race Action Plan • HMRC updates • FRS improvements <p>4.3 Race Action Plan (Improving Policing for Black People)</p> <p>AV asked for progress on Improving Policing for Black People.</p> <ul style="list-style-type: none"> • PW stated that they are pulling everything together in terms of a stock take against the work against the pillars. PW went on to say they will share the slides following a presentation re the work with Ian Taylor at the last Force Exec Board (FEB). A really productive piece of work that will be shared with our communities in the latter half of this calendar year. 	

	<ul style="list-style-type: none"> • PW explained. There is a core team of 5 people working on the Race Action Plan for Bedfordshire, aligned to the Pillars, coordinated and linked to the outcomes. PW stated that intelligence work is being rolled out to all frontline personnel, including anti-racism training. The Force are looking at a scheme whereby every person of colour within the force has a Mentor to help them through their promotion and lateral moving processes (part of the positive action strategy). • PW shared that Abimbola Johnson is attending the Force on the 14 September and will be visiting various parts of the organisation as well as talking to community people who are involved with the work on the Race Action Plan. • PW went on to say that Abimbola will feedback directly in terms of where the Force need to improve and if they are going in the right direction. This will kick start the work leading on from the visit. • AV stated that this looks promising and to keep the group up to speed regarding progress made. • PW will share the presentation that the Force are putting together for Abimbola's visit. • KB asked for thanks to be noted for Supt. Ian Taylor, who has been liaising with the Stop and Search Chair and members of the OPCC team. 	
	<p>4.4 HMICFRS Update</p>	
<p>ITEM 5 Collaboration</p>	<p>5.1 Collaboration updates – JPS/ERSOU/BCH Functions (i.e., PSD/HR etc)</p> <p>AV explained that the collaboration updates would be presented in October. AV and DV have discussed key leadership positions in collaborative spaces.</p> <ul style="list-style-type: none"> • <i>Joint Protective Services (JPS) Update – Quarterly</i> • <i>Eastern Region Serious Organised Crime (ERSOU) update – Quarterly.</i> • <i>BCH Functions Update (PSD/HR/etc) – Quarterly</i> <p>(All to be presented at the <u>October 2023</u> Meeting)</p>	
	<p>5.2 Strategic Policing Requirement Report – Any updates/exceptions</p> <p>AV explained that updates would to be presented in October.</p> <ul style="list-style-type: none"> • <i>Violence Against Women and Girls (VAWG)</i> • <i>Serious and Organised Crime (SOC)</i> • <i>Terrorism</i> • <i>National Cyber Event</i> • <i>Child Sexual Abuse</i> 	

	<ul style="list-style-type: none"> • <i>Public Disorder</i> • <i>Civil Emergencies</i> <p>(To be discussed at <u>October 2023</u> Meeting)</p>	
ITEM 6 Complaints	6.1: Chief Constable Complaints No complaints.	
	6.2: Reviews AV introduced the Reviews section and stated that there has been an increase in reviews conducted. <ul style="list-style-type: none"> • KB provided an overview - 9 reviews in the last month and only 3 awaiting final sign off. KB went on to say that the majority of them (bar one) have been reasonable proportionate outcomes. KB stated that 1 was upheld due to a change in the labelling (incorrectly labelled 'reasonable proportionate'). Lessons learned are documented by the Investigating Officer. • AV asked if the reviews fall into any particular categories? • KB explained that there are repeat complainers going through the process, however no trends currently as they are all different. The quality assurance work is completed by Complaint Assurance Officer Tina Coupland who is an asset in PSD. • DV to feedback to PSD. 	
ITEM 7 Quarterly Reporting	7 Budget / Efficiency	
	7.0 Estates Paper AV introduced the paper previously read by the Board. <ul style="list-style-type: none"> • PW explained. The detailed paper shows that the Force continue to focus on sustainability and the fabric of the buildings. They have invested in boilers which have a long-term lifeline and are energy efficient. PW went on to say that any work undertaken is done with a green background (LED lights, windows etc.). • PW Greyfriars building. PW stated they have received their best and final offers and are producing a report (ready by next week) for the Commissioner that can support any decision making. 	
	7.1 Revenue Budget Report PW introduced the Report and key areas: <ul style="list-style-type: none"> • PW summarised. In terms of various overspends and underspends plus some grant funding confirmed around operations Costello / Boson and the uplift funding, the Force predict a break-even position at year end. (Variances are set out in 8.6 of the report). • PW explained that if the recruitment level continues the Force will get an additional grant over and above the break-even position (not included in the forecast at this stage). 	

	<ul style="list-style-type: none"> • PW stated that the position does include the agreement to use the 0.5M reserves set up in the precept report. <p>AV invited a discussion about the additional grants that the Force receive including forward planning if they do not materialise.</p> <ul style="list-style-type: none"> • PW explained that the Force have received written confirmation re the grants for Costello and Boson and they will continue into 23 / 24. A possible 2.5% or 5% tapering (discussion in Feb 24) to build into the medium-term financial plan. • PW went on to say that the Uplift Grant which the Force are hoping to achieve would be rolled into the overall Police Grant moving forward after 23 / 24. • PW stated that the only other grant that the Force are relying on is the Pay Award Grant. The Force have written confirmation that this will continue into 24 / 25 with a full year effect of the Pay Award. • PW explained they form part of the Force’s priority-based budgeting process which starts in October, in readiness for when the provisional settlement is announced. • AV and PW to work on information for the Panel. 	
<p>ITEM 8</p> <p>Delivery Plan</p>	<p>8.1 Delivery Plan Update</p> <p>Delivery Plan against the Force Priorities</p> <p>AV stated that subject to everyone’s agreement this will be moved to AOB.</p> <ul style="list-style-type: none"> • WH is completing the paper (Delivery Plan) for the Panel. • WH explained. There is no need to discuss formally at the P&G Board every time. If and where any support or assistance is needed it can be picked up under AOB. 	
	<p>8.2 Community Policing Model Establishment Update</p> <p>AV explained that due to people being on leave the Community Policing Model Establishment update will not be covered at today’s meeting.</p> <ul style="list-style-type: none"> • AV went on to say that the Board can add in an addendum where needed subject to everyone’s agreement. • KB Will forward a list of questions to the P&G Board following the meeting regarding the numbers and the focus of the Community Policing Team. <p style="text-align: right;">Action KB</p>	<p style="text-align: right;">ACTION KB</p>
	<p>8.3 Spotlight Report – Priority – Not at this meeting</p> <p>AV No Spotlight Report</p>	

<p>ITEM 9</p> <p>Key Deliverables</p>	<p>9.1 Key Deliverables</p> <ul style="list-style-type: none"> a. <i>Investment in community-based and community-led policing for urban and rural areas.</i> b. <i>Recruitment and retention of police officers.</i> c. <i>Tackling the causes of crime and breaking the cycle of re-offending.</i> d. <i>Placing residents and victims at centre of policing priorities.</i> e. <i>Multi-agency and transparent approach to community safety and crime reduction.</i> f. <i>Transparency and open communication.</i> g. <i>National contributions</i> h. <i>Risks and Vulnerabilities</i> 	
<p>ITEM 10</p> <p>AOB</p>	<p>10.1 IMU Report – Tri – force Monitoring Report</p> <p>AV asked if the Triforce Monitoring Report can be updated at the next meeting.</p> <ul style="list-style-type: none"> • KB stated that it was discussed at the last meeting. KB is attending the Information Governance Meeting and will and will go over it there. • AV stated that a lot of demand not met within timeframes currently, is a result of PSD. • DV explained. This was discussed at the BCH Deputies Meeting with a request from PSD for permission to get additional resources. • DV went on to say that it is recognised across the Triforce governance as an issue, with a significant uplift in the Public interest in police complaints, data and PSD FOI's. • DV went on to say that the broad performance and specialism of the FOI team outside of PSD is good across BCH. <p>AV asked KB about the request for reports for the September meeting.</p> <ul style="list-style-type: none"> • KB The Forward Plan has been drafted and PW has reviewed it. • PW proposed to bring it back for the September meeting to provide everyone time to review it and feedback. • AV stated it would be good to have it for the September meeting and went on to say that WH, KB, PW are pleased with the document. It is balanced and undemanding on time and resources within the Force enabling use of content already in circulation or being prepared for other meetings in Force. 	

- AV asked everyone to review the document by Monday (04.09.23) and circulate responses so that the group can come to agreement. AV went on to say that this will support a revised and refined September agenda.

Action All

**ACTION
ALL**

Request for reports for September Meeting:

- Update in Serious acquisitive Crime – in Bedfordshire (Rise in repeat offenders or cost of living).*
- VAWG Report.*

AV asked if anyone had AOB

- WH Expressed his appreciation for the support of CI Jim Goldsmith who has been incredibly helpful with the Safer Streets 5 bid particularly around the Neighbourhood Crime Information.
- KB Expressed thanks to FD for her support.

AV Additional Governance

- AV stated that within the OPCC decision making can be made by individuals or as a collective Senior Leadership Team.
- AV explained. The OPCC are introducing additional governance around finances. WH is looking at the risk around decision making as the OPCC receive grants from the HO and the MoJ.
- AV Expressed her appreciation to both Kate Stephenson and David Old who have been a great support to the OPCC.

AV closed the meeting.

End

Next Meeting: Tuesday 26 September 2023