



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

MONTHLY BUSINESS REVIEW MEETING

5th October 2023

Attendees: Wayne Humberstone (WH), Anna Villette (AV), Ian Dalgarno (ID), Anesu Banda (AB), Cara Gavin (CG), Karen Cotton (KC), Francoise Julian (FJ), Phil Eaton (PE), Mary Robinson (MR), Leanne Friel (LF), Louisa Glynn (LG)

Business Review Meeting	Actions
<p>Welcome and Apologies</p> <p>Apologies: Gemma McCormack (GM), Pauline Stewart (PS), Katie Beaumont (KB), Samantha Denness (SD), Bethany Coles (BC)</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>We have had a very positive response to the advert for Commissioning Officer. There have been around 20 applicants and just over half will be interviewed for the two positions. The interviews will be completed over the next couple of weeks.</p> <p>The Restorative Justice Coordinator who is covering AP whilst she is on maternity leave will be joining us on 11 October.</p> <p>WH held a meeting with the VERU analyst yesterday around progressing a dashboard for Police and Crime Panel to demonstrate how we are achieving our objectives around the Police and Crime Plan. We are hoping that this will be finalised by December 2023 in preparation for the New Year.</p>	
<p>Head of Governance and Transparency</p> <p><i>KB sent her apologies for the meeting however an update paper was provided with key highlights.</i></p> <p><u>Police and Crime Panel</u></p>	



The Police and Crime Panel has changed from the 10th October to the 24th October 2023. Requests are being worked through. A lot of work is being completed surrounding the Police and Crime Panel at present. There is a suggestion for a new focus on 5 themes and meetings are being had with the panel to discuss these and expectations.

Joint Audit Committee (JAC)

JAC is due to take place tomorrow (29th September 2023). KB has reviewed the Strategic Risk Register (SRR). Any low-level or high level risks that the team wish to bring to the Governance Teams attention, please get in contact via email or call, as KB continually reviews the SRR.

Independent Custody Visitors / Dog Welfare Scheme

ICV Panel Meeting took 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. Our scheme will hopefully be finding out the outcome from ICVA in the next couple of weeks.

Volunteers Celebration took place on Thursday 28 September – this was a very successful event and we have received lots of positive feedback from the volunteers following the event.

BC is currently looking at how we can move to electronic reporting by using Microsoft Forms.

Essex is holding the Eastern Region Conference on 21 October. Several ICVs and KB and SD are attending.

Stop and Search/Use of Force Scrutiny Panel

AB and SD are 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.

Legally Qualified Chairs (LQC)/Misconduct

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

Police Appeals Tribunal – one ongoing, dates being sought for hearing.

Complaints

Work is being completed in this area – dip sampling and liaising with the Force.

Reviews – Three new reviews have been received and 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.

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.

MR updated the team on Model Task Risk Assessments (MTRA's). These are to be completed prior to any event hosted by the office.

Violence & Exploitation Reduction Unit (VERU)

Action: PS to follow up with Kimberley Lamb on providing the Serious Harm Board report for Business Review Meeting.

Head of Victim Services and Commissioning

PE provided an update on Bedfordshire Victim Care Services (BVCS). BVCS are continuing to take about 15 - 17% of all victims of crime in Bedfordshire every month. The BVCS manager has been completing project work on improving Case Tracker.

Commissioning and Income Generation

Commissioned services and projects have been confirmed for 2023/2024. Sums.org has been introduced to enable Data and Reports to become easier accessible for the commission team. Training on the system is ongoing.

Quarter 2 monitoring returns are due by 16th October 2023, quarter 2 monitoring meetings will then take place in following weeks. The Ministry of Justice (MOJ) mid-year return is due by 31st October 2023. OPCC will support the monitoring return to the Home Office for the DA perpetrator Interventions Hub – The Chrysalis Centre due by 14th October 2023.



<p>Multi Crime, therapeutics support provision agreed with organisation, successful mobilisation completed in quarter 1. Sexual Exploitation funding opportunity has been successfully awarded with a project to pilot a support van for sex workers/ those vulnerable to sexual exploitation. This project is in a period of mobilisation. Funding opportunities relating to OPCC project, and the Cameras, Tickets and Collisions funds are due to be released at the end of October. The Commissioning Team are preparing for the Commissioning Cycle 24/25.</p>	
<p>Project Manager – Policing and Contact and Safer Streets</p> <p>PE discussed that the bid has been submitted for Safer Streets 5 and we are awaiting to hear the outcome. We are currently in the process of closing the project and submitting the quarter 4 report, staff have helped out at 12 fresher’s fayre events over the last couple of weeks.</p>	
<p>Criminal Justice Project Manager</p> <p>FJ updated that the Bedfordshire Criminal Justice Board (BCJB) met on 19 September 2023. The BCJB Theme for this quarter was ‘Children and Young People in the Criminal Justice System’, this theme was led by our Youth Offending Team Leads in Luton and Bedfordshire (Bedford & Central).</p> <p>The first BCJB Annual General Meeting will be held on 19 December 2023. This meeting will be recorded and uploaded on the OPCC website and social media for public viewing. The aim is to formally introduce the Board and highlight some of the work being done by its members to build public confidence in the Bedfordshire Criminal Justice system. A comms piece is being drafted to promote the AGM, there will be some additional awareness raising regarding the victims’ rights under Victims Code of Practice (VCOP). The public will be asked to send questions to the Board in advance of the meeting.</p> <p>The next meeting of the BCJB is scheduled for the 19 December 2023. The Theme for the December agenda will be Victims and Witnesses, a summary of the Victims and Prisoners Bill and early indicators for the Criminal Justice System. The Bill will provide a duty on ‘specified authorities’, to collaborate when commissioning services for victims of crime. There will be an update on the Victims and Witnesses Board review and VCOP as well as the Victim Needs Analysis (VNA).</p>	
<p>Restorative Justice (RJ) Coordinator</p> <p>TM provided the update to the team on Restorative Justice. We have successfully procured Belong who are the training provider in prisons. They are currently waiting for dates from the prison for access to implement the training.</p>	
<p>Early Intervention Project Manager</p>	



CG updated that following the success of our joint bid with Office of the Police and Crime Commissioner for Hertfordshire back in March 2023, the Domestic Abuse Perpetrator Programme project team are now pleased to announce that the Chrysalis Centre is now officially live.

The Chrysalis Centre is a referral, triage and intervention hub that has been developed to work directly with individuals and enhance their motivation in accessing a range of available behavioural change interventions, as well as support for compounding issues such as substance abuse or poor mental health. The Chrysalis Centre ensures that a trauma informed, person centric approach is at the heart of this work.

CG updated that we now have a Director of Operation and Centre Manager in post and have a start date for 2 case coordinators. Referrals are now being accepted from all statutory, non-statutory agencies as well as self-referrals. Work is ongoing with the Force to identify the most appropriate referral process/route.

CG stated that for Safer Streets Educational Initiatives, Luton All Women's Centre have now reached over 10,000 pupils on behalf of Safer Streets. They have been completing assemblies, workshops etc within schools, educating pupils on Public Sexual Harassment and how to be an active bystander. The feedback we have received has been incredible.

Communications Officer

LF has been working on the communications plan for the Chrysalis Centre alongside CG, TM and Hertfordshire OPCC. LF has also been working on a communications plan for the outcome of the Safer Streets 5 bid alongside PE and KC.

LF is also working on creating an internal newsletter for Force and OPCC staff. LF is currently looking at different options on how to present the internal newsletter.

AOB

WH updated the team on claiming gifts and hospitality and that it is everyone's duty to disclose.

WH spoke about claiming travel expenses and purchasing train tickets. Purchasing rail tickets should be completed through Finance Admin.

The team held a discussion around events and engagements. SD has been planning and preparing for the Annual Parish Council Conference which is being held next week. The Business Conference and Rural Conference have been postponed until further notice and these are still in the early planning stages. PS and GM are currently working on organising both events.



<p>WH spoke about the Volunteers Celebration Event that was held last week and stated he thought it was an amazing event.</p>	
---	--