



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

MONTHLY BUSINESS REVIEW MEETING

30th October 2023

Attendees: Wayne Humberstone (WH), Anna Villette (AV), Anesu Banda (AB), Karen Cotton (KC), Francoise Julian (FJ), Phil Eaton (PE), Mary Robinson (MR), Leanne Friel (LF), Bethany Coles (BC), Tara Malciw (TM), Gemma McCormack (GM), Samantha Denness (SD), Katie Beaumont (KB), Nicola Bayliss (NB)

Business Review Meeting	Actions
<p>Welcome and Apologies</p> <p>Apologies: Pauline Stewart (PS), Cara Gavin (CG)</p> <p><i>No declarations of interest or gifts and hospitality were noted by the team.</i></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 that we are on track with the delivery plan. There are a number of items for year three that cannot be finalised at this point.</p> <p>CG will be taking some additional responsibility with her primary focus of making sure that the Home Office are aware of what we're doing with the Violence and Exploitation Reduction Unit (VERU) as KL is moving to the executive leadership programme.</p> <p>WH stated that interviews have been underway for the Commissioning Compliance Officer roles, with around 15 candidates. The calibre of candidates was very encouraging. Two applicants were successful and will be hopefully starting with us in the New Year.</p> <p>WH updated that we received an email from the Bedford Borough Neighbourhood Watch Coordinator who watched the most recent Police and Crime Panel and was very thankful and appreciative of the work that the office complete.</p>	



WH is going to be completing a piece of work on reviewing who goes to which meetings in the office with KB tomorrow.

Head of Governance and Transparency

Police and Crime Panel

The Police and Crime Panel took place on the 24th October 2023. Actions did come from this meeting that are currently being worked through.

There is an extraordinary meeting that is going to be held on the 07 November 2023.

Joint Audit Committee (JAC)

JAC took place on the 29th September 2023, it was a thorough meeting.

KB will be meeting with WH to discuss departmental (OPCC) risk register – more tactical than strategic, all will be consulted with.

Freedom of Information (FOI) and Data Protection 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.

Independent Custody Visitors (ICV) / Dog Welfare Scheme

BC updated that the Independent Custody Visiting Association (ICVA) Quality Assurance Framework Awards Ceremony is being held on 29 November. We hope to be awarded with Platinum, which we will find out either at the ceremony or shortly before and are then able to celebrate this great success far and wide.

We had 3 new Independent Custody Visitors join us Thursday 12 October, they enjoyed their induction and are excited to start on their first few visits.

The intern currently working with VERU, attended the ICV induction and shadowed an ICV visit this week. She stated that the ICV's who she visited with were very nice, helpful and the visit was insightful.

BC attended the Independent Dog Welfare Scheme training conducted by the Dogs Trust with Cambridgeshire OPCC on Thursday 19 October. This session was set up for the volunteers but provided useful knowledge.



On 1st November we will be holding our first Pilot Independent Custody Detention Scrutiny Panel (ICDSP). SD has been completing the background work on this and setting the panel up alongside the Force. The panel will be reviewed once the pilot finishes to ensure that we have created an efficient and effective panel that is able to scrutinise and provide learning and improvements to the force where required.

Topics of review and discussion will include strip searches, remand profiles (as opposed to bail), use of force, dignity and respect, length of detention, access to services (e.g., language service provision; Autistic Spectrum Disorder support), mental health, use of anti-rip suits and other topics at the request of the panel.

Stop and Search and Use of Force Scrutiny Panel

AB updated that SD and AB are having a meeting with the Chair and Vice Chairs tomorrow to discuss the new terms of reference document, training for all members and revising the Red, Amber, Green (RAG) document.

We have now recruited 6 new members, so the current total of active members is 29.

AB attended the Joint Protective Services (JPS) training meeting on the 25th October to shadow the training session.

We had a stop and search main meeting on Thursday where the Deputy PCC also attended.

SD to now link in with all force scrutiny panels moving forward.

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.

Complaints

Reviews – six 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.

The team are currently working on the Quarterly Transparency Report published - <https://www.bedfordshire.pcc.police.uk/opcc-transparency-reports/>

Decisions



If any member of staff is unsure of the decisions process please link in with KB, all draft decisions should be sent to the Governance team.

Website Compliance – Specified Information Order

All team to review their areas on the website as soon as possible and contact KB and BC for any changes or amendments required.

Violence & Exploitation Reduction Unit (VERU)

Data and Analytics - Key Indicators of Focus

Review internal VERU reports (including data collection) and complete transitioning from the spreadsheet used for recording YIS (Youth Intervention Specialists) activities and used as the basis for YIS reporting to the new YIS system (Oasis).

Review DIGVERB (Data and Intelligence Group for Violence and Exploitation Reduction in Bedfordshire) processes and documents and restructure, expand and/or revamp the group.

Support and embed relevant serious violence duty (SVD) requirements into the priority area and DIGVERB.

VERU Community engagement - Key Indicators of focus

Monitoring and evaluating progress of commissioned services/funded interventions.

VERU Village Launch – community-led and youth-led project.

VERU in the Community – raising awareness of VERU service and specialisms.

VERU Education and Youth Intervention Specialist (YIS) Team Key Indicators of focus

YIS team working with young people referred into the VERU from education, law enforcement, children’s services, and other partner agencies. The service maintains a waiting list.

Age related, themed deliveries to children, young people, and parents and carer groups in educational settings, or wherever required, for example, foster parent groups, care homes, supported living accommodation. The team deliver key messages and support pathways.

Raising awareness with professionals of the role of the VERU and providing training for professionals on themes and the referral process for YIS support.



Attending and supporting various multi-agency meetings.

Communication and Media Engagement Key Indicators of focus

Just Drop It knife crime campaign.

VERU Village relaunch – Community-led and youth-led project.

New website design.

Victim Care

PE updated that we are continuing to look at the performance framework and making it visible, PE is working with the Force on this.

A discussion was held regarding the work that has been underway around improving the performance of Bedfordshire Victim Care Services (BVCS). WH formally thanked PE and the Manager of BVCS for their efforts and contribution to achieving this.

PE updated that the Manager of BVCS now chairs a meeting with Cambs on the CaseTracker system which is used, this is a new initiative.

WH updated the team on the Bobby Scheme and that he would like to involve them more in meetings like Business Review Meeting as they are achieving some very great outcomes.

Commissioning and Income Generation

TM updated that 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.

Performance and Monitoring

The Commissioning, Governance and Transparency meeting has been booked for 10th November 2023 to report on quarters 1 and 2. Quarter 2 monitoring returns have been received. All Ministry of Justice (MoJ) funded organisations have completed their monitoring meetings and Community Safety Fund (CSF) funded organisation meetings are taking place from week commencing 23/10/2023.

The MoJ mid-year return has been completed and is pending sign off ahead of the deadline on 31st October 2023.

The OPCC have supported the monitoring return to the Home Office for the Domestic Abuse (DA) perpetrator Interventions Hub – The Chrysalis Centre which was due on 14th October 2023.



Commissioning Activities

Research providers are being contacted regarding the needs assessment to be commissioned, a decision is to be agreed in coming weeks for work to commence. Sexual Exploitation funding opportunity has been successfully awarded to Azalea to pilot a support van for sex workers/ those vulnerable to sexual exploitation. This project is in a period of mobilisation.

Sexual Violence Network meeting established – next meeting to be scheduled for January 2024. Commissioned Provider Network meeting established – next meeting to be scheduled for January 2024. 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.

Project Manager – Policing and Contact and Safer Streets

Safer Streets

We have been awarded £1m for safer streets and we are now starting to finalise grant agreements and set up meetings with partners. We can now start looking at purchasing equipment for the interventions in the project.

Community Triggers

The standardised form for this has now been approved and is available on all 3 local authority websites and Bedfordshire Police website.

We are just waiting for agreement on the standardised letters.

Business Partnerships

Business week of action was week commencing 16th Oct where community policing held events across the county.

Public Access Terminals

We are still waiting to deploy a terminal at the Bedford University campus and HQ Enquiry Office as both are being decorated.

Criminal Justice Project Manager

Bedfordshire Criminal Justice Board

The Bedfordshire Criminal Justice Board (BCJB) met on 19 September 2023, no additional updates from the previous meeting.

The next meeting is scheduled for 19 December; theme to be confirmed.



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 for this meeting, will be 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.

Further information to promote the AGM, will follow. The public are asked to send questions to the Board in advance of the meeting.

Transitions: Being progressed by the Reducing Reoffending Subgroup; mapping services available for young people in the Criminal Justice System to identify gaps, streamline pathways with a view to supporting the work to divert young people away from crime.

Women in the Criminal Justice System: This project is being jointly led by the OPCC and Police, looking at identifying and diverting women away from the criminal justice system, who are first time offenders as a result of domestic abuse.

Victim Needs Assessment (VNA): The VNA undertaken in 2021, created 28 recommendations for organisations and services in Bedfordshire. The key themes related to; Processes, Partnership working, School Programmes, Partnership Training/Awareness Programmes and Victim Support.

The VNA is currently under review, the recommendations will be measured against the Victims Code of Practice for compliance. Areas for development will be fed into the Victims and Witness Board.

Serious Violence Duty (The Duty): The OPCC are conveners of the Serious Violence Duty, bringing partners in the Criminal Justice system together to help them prepare for the Duty coming into force in January 2024. Workshops and subgroups are being facilitated by the OPCC. The second workshop is scheduled for Wednesday, 1 November with a focus on one-to-one support for the development of the Serious Violence Duty elements of the Bedford, Central Beds and Luton, Community Safety Partnerships, 2024 delivery plans.

Bedfordshire Emergency Department Navigator Service

The authorities responsible for the Duty agreed to introduce an A&E Navigator service in Bedfordshire. This service is already established in other parts of the country, including Milton Keynes.

The A&E Navigator service will run across the county and provide a presence at both hospitals across Bedfordshire Hospitals NHS Foundation Trust: Luton and Dunstable University Hospital and Bedford Hospital.



<p>The service will work with young people aged 12-25 who are patients at these hospitals, primarily those who present at hospital emergency department with issues related to violence/exploitation. They will be supported to move away from criminal exploitation, gang, and county lines related activity and to positively engage with other local services. Key to the service will be forging strong relationships across the NHS trust, embedding a robust referral mechanism to ensure the right young people are being referred and upskilling hospital staff to make referrals to the service.</p>	
<p>Restorative Justice (RJ) Coordinator</p> <p>NB was welcomed to the meeting by WH. NB updated that it is Restorative Justice week, commencing 19th November. NB is working with eastern region partners and is also preparing for another victim and offender conference. Restorative Justice in prisons is progressing and a meeting was held with the governor.</p>	
<p>Early Intervention Project Manager</p> <p>CG sent her apologies however an update was provided for the meeting.</p> <ul style="list-style-type: none"> • Following the success of our joint bid with Herts OPCC back in March 2023, the DA 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. • We now have a Director of Operation, Centre Manager and 1 case coordinator in post and have a start date for 1 more case coordinator. • Referrals are now being accepted from all statutory, non-statutory agencies as well as self-referrals. • Work is ongoing with Beds Police force to identify the most appropriate referral process/route. 	
<p>Communications Officer</p> <p>Press release schedule update (this week)</p> <p>Safer Streets 5 Rural Crime Event</p>	

Next week:

Roads Fund – TBC
Drug Driving
Youth work week

Newsletter

- Statement following mid-beds by election
- Town and Parish Councillors have their say on policing in Bedfordshire
- Rural Crime conference
- Roads Fund opening
- Safer Streets 5
- Sexual Exploitation Pilot
- Precept
- Annual Survey
- Dept of Culture Media and The National Lottery Community Fund
- Youth work week

Upcoming events

- Rural Crime Annual event – December

Socials

- Force Control Room week
- Safer Streets 5
- Road Safety Fund
- Road Victims Trust (RVT)
- Annual Survey
- Precept
- Drug Driving
- Youth work week
- Rural Crime
- Criminal Justice Board Annual General Meeting

Website

Work underway and brief being worked on for new website May 2024

AOB

KC asked about the Youth Conference for next year – discussion held and advice will be sought as to whether Youth Conference will be held.