



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

MONTHLY BUSINESS REVIEW MEETING

30th November 2023

Attendees: Katie Beaumont (KB), Anna Villette (AV), Samantha Denness (SD), Anesu Banda (AB), Bethany Coles (BC), Cara Gavin (CG), Francoise Julian (FJ), Mary Robinson (MR), Louisa Glynn (LG), Tara Malciw (TM), Pauline Stewart (PS), Nicola Bayliss (NB)

Business Review Meeting	Actions
<p>Welcome and Apologies</p> <p>Apologies: Wayne Humberstone (WH), Gemma McCormack (GM), Karen Cotton (KC), Leanne Friel (LF), Phil Eaton (PE)</p> <p>Team to read minutes before ratification and publish on the website.</p> <p>No declaration of interests recorded during the meeting.</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 sent his apologies, KB stated she will be chairing the meeting and provided an update for WH in his absence.</p> <p>LG stated that the two Commissioning Officer posts are going through the vetting process and are expected to join in January 2024.</p>	
<p>Head of Governance and Transparency</p> <p>KB updated that the Business Conference date has been set for 13th February. Please can all set this date in their diaries.</p> <p>Police and Crime Panel</p>	



An extraordinary meeting was held on 7 November. The Police and Crime Panel is due to take place on the 5 December, thank you to everyone that provided information for the panel.

Joint Audit Committee (JAC)

JAC is due to take place on the 22 December 2023, currently finalising the Strategic Risk Register (SRR) quarterly review.

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

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 (ICV)/Dogs Scheme

The Independent Custody Visiting Association (ICVA) Quality Assurance Framework award has been announced and our office achieved Platinum. This is the highest level and is a brilliant achievement. BC visited Luton custody suite on 31st October to meet the Inspector. BC visited Kempston custody suite with SD on 1st November to meet the Inspector. We provided the updated ICV paperwork and spoke about continuing to improve working relationships between ICV's and custody staff.

BC has been working on updating the paperwork for ICVs (which is now implemented) to make the process more efficient for both ICV's and staff. Custody staff now provide ICV's with a 'Custody Whiteboard' which they can pull directly from their systems to provide detainee information and print to save time writing up the detail on paper. BC has made a laminated 'how to guide' for custody staff in both suites for the ICV paperwork to make the process smoother for all.

The Deputy PCC shadowed a visit to Kempston Custody on 3rd November with 2 ICVs. SD and BC held an introductory meeting with the new Temporary Chief Inspector for Custody. It was a very positive meeting and we are looking forward to working together to ensure that custody continues to run efficiently and that detainees are being cared for appropriately whilst in detention.

BC supported SD with the administration of the new Pilot Independent Custody Detention Scrutiny Panel. Currently we have 7 ICV's who have volunteered to participate in the Pilot Panel however SD will be able to provide a more comprehensive update on this.

Stop and Search/Use of Force Scrutiny Panel



The panel recently had their Use of Force training on the 22nd of November which was conducted by the Force trainers. ICV's also had the opportunity to join this session and understand how use of force tactics are used in stops and searches and custody.

The panel continues to grow as we continue to recruit and interview new members.

The new terms of reference document will be released to the panel members in the coming weeks ready for the new year.

We have invited the data analysts from the Force to attend one of the data panel meetings in the new year and provide a training session on how the data is collated and interpreted etc. to provide a better understanding for the data panel when they are analysing the data packs.

Legally Qualified Chairs (LQC)/Misconduct

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

Police Appeals Tribunal – Date has been confirmed as the 19th January 2023, the IM has had a clash, so we have had to source a different IM.

Packs have been printed and sent out.

Decisions

KB updated the team on the new process for sending over decision papers. Please always send decisions to KB and BC however going forward these will be signed off at Senior Leadership Team (SLT) meetings prior to being submitted to the Police and Crime Panel.

Complaints

Team will now have additional working group updates with Force Customer Support.

Two new reviews have been received and are currently outstanding – however will be completed in due course. Nine reviews have been completed since the last BRM.

Performance and Accountability Manager

SD met with Association of Police and Crime Commissioners (APCC) lead to discuss the Independent Custody Detention Scrutiny Panel (ICDSP) and best practice. Our new panel was featured on the APCC roundup.

Tactical Risk Register - Working on putting this together for the Tactical Group to use.



Communication and Engagement Policy – Developing the policy which will provide the requirements for the OPCC and PCC.

Stop and Search and Use of Force Panels: working with Force to ensure that the Terms of Reference and feedback mechanism are all in place for revised panel to start in January 2024.

Violence & Exploitation Reduction Unit (VERU)

CG provided an update for the VERU.

Data and Analytics - Key Indicators of Focus

Review DIGVERB (Data and Intelligence Group for Violence and Exploitation Reduction in Bedfordshire) processes and documents. And restructure, expand and/or revamp the group. This month this has included updating the DIGVERB Terms of Reference and shared with members. The next will be a new Data Sharing Agreement, which will underpin data sharing among partners and agencies represented in DIGVERB, including the Serious Violence Duty (SVD) specified authorities.

Produced the November 2023 update of the Youth Intervention Specialists (YIS) Infographic Report (for data till the end of October 2023). This monthly report has been attached.

Continue to support and embed relevant SVD requirements into the priority area and DIGVERB.

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. This has recently included attendance and participation at Luton’s Knife Crime Summit that took place on 7th November 2023.

Launch of VERU’s countywide ‘Just Drop It’ Anti Knife Crime Campaign.

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 e.g. YP Strat. Meetings, MagPan, serious violence board, contextual safeguarding, CSE and Missing.

Communication and Media Engagement Key Indicators of focus

Just Drop It knife crime campaign – collaboration with Luton Town Football Club.

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

New website design.

Independent Evaluation and Quality Assurance Key Indicators of focus

Independent Impact Evaluation – University of Bedfordshire led by Senior Research Fellow.

In-house Monitoring Quality Assurance – new independent QA process to start from Q3. From October 2023 there will be a new QA review introduced for the YIS team. This will now include feedback being gathered from parents, professionals, YP and the allocated worker.

Victim Services

PE sent his apologies for the meeting however submitted an update on Bedfordshire Victim Care Services (BVCS).

Performance

BVCS continue to receive between 500-600 referrals a month and work have been ongoing to increase this number. They also facilitate face to face support. Staff have been giving presentations to the Force in recent weeks and will be supporting the 16 days of action events on Friday.

Projects

PE has recently taken over the Domestic Abuse (DA) Perpertrator Project from CG and getting up to speed with things. There is a radio advert going out on Heart Radio



focusing on Beds and Herts which should be live any day now and will run up to Christmas.

Commissioning and Income Generation

TM and LG updated that the 2024/25 Commissioning Plan has been devised; a decision paper has been drafted and is being progressed through the channel of authorisation, with a view to releasing specifications for competitions in December 2023. KB formally thanked TM and LG for providing such an informative paper and it is exactly what is required for the Senior Leadership Team.

The Commissioning, Governance and Transparency meeting took place on 10th November 2023 to report on quarters 1 and 2. All quarter 2 monitoring returns have been received and all meetings have taken place. The Ministry of Justice (MoJ) mid-year return has been completed and as returned on time to the MoJ with a supportive narrative paper.

A research provider has been successfully commissioned, to deliver an independent needs assessment prior to 31st March 2023. Funding opportunities relating to OPCC project, and the Cameras, Tickets and Collisions funds were released, and are undergoing a period of evaluation. Outcomes to be shared in coming weeks.

Project Manager – Policing and Contact and Safer Streets

PE sent his apologies for the meeting however submitted an update.

Safer Streets:

Meetings have been held with partners to review grant agreements and to start mobilisation of initiatives, this will continue on into December and orders have been placed for DNA defence sprays and Mobile SIDs. We have received numerous requests for safer streets material from SS4 to support force operations which we will be pulling together.

Community Triggers:

The community triggers process is in place and we are just finalising the appeal process.

Specials linked to locations:

There is an advert specifically for Neighbourhood Specials live at the moment.

Public Access Terminals:



PE is in the process of looking at how we can transfer ownership to the police to enhance the public contact and channel shift.

Criminal Justice Project Manager

FJ updated that key projects noted in the September and October Reports ongoing relating to;

1. Mental Health
2. Disproportionality
3. Diverting women away from the Criminal Justice System (CJS) when it is identified that they have offended as a result of Domestic Abuse (DA). Meetings identified that a coordinator is needed. Consultation with Beds and Herts DA Perpetrators also agreed that the Chrysalis Project would be a good fit for this worker. The Force and OPCC are exploring funding sources.

The next meeting of the Bedfordshire Criminal Justice Board (BCJB) is scheduled for the 19 December 2023:

The Theme for the December agenda will be Victims and Witnesses, which will cover the following:

1. The Victims and Prisoners Bill and early indicators for the Criminal Justice System - Presentation by the APCC.
2. An update on the review of the Victims and Witness Board by it's new Chair
3. The Victims Needs Assessment,
4. A focus on Restorative Justice.

The first BCJB Annual General Meeting (AGM) will also take place on the 19 December 2023:

This meeting will directly follow the BCJB and will be recorded and uploaded onto 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.

Details of the AGM was published on the OPCC website on 30 November. The public are asked to send questions to the Board in advance of the meeting.

Restorative Justice (RJ) Coordinator

Referrals:

Received 1 referral since last BRM; initial meeting for another referral made in September held 28/11/2023. Taken over cases from AP – assigned to NB. Arranged meetings or meetings in the pipeline for all cases.



Prison project:

First training date is set for 16th January; provisional dates of 23rd and either 30th Jan or 6th Feb. Belong (training provider) will be visiting HMP Bedford the beginning of January to look at space and resources needed. NB will be visiting the prison on 4th Dec.

Schools project:

2nd wave schools are on board, awaiting confirmation from 1 school before we set up a meeting with schools and trainer to get dates agreed.

Links:

Small slot in agenda for Reducing Reoffending Board, BDAP, Criminal Justice Board and Victims & Witnesses Board.

Working with BVCS around the RJ offer.

Have reached out to YOS RJ practitioners, new RJ lead in the force, RJ Co-ordinators in Herts and Cambs as well as in other areas. Would like to link in with retail crime and IOM team.

Contacted by Detention Custody Manager from Yarl's Wood IRC who has been tasked with looking at embedding restorative practices there – have shared resources and made introductions to some RJ contacts.

Early Intervention Project Manager

CG and TM provided an update on the Chrysalis Centre. All agencies including the Force are now referring into the Centre. The Centre is now fully staffed. There is ongoing work to be completed around stakeholder engagement and within the last update we had reached around 60 referrals. Adverts are being put out as per PE update around the Christmas period.

Communications Officer

LF sent her apologies for the meeting and was not in attendance.

Executive Assistant to CEO

PS updated that the Rural Crime events are published on Eventbrite. Looking to try and push the marketing of the event further. We have gone out to the community teams and PS has spoken to the Deputy PCC. Discussion around publishing more on social media and using BedsAlert.



PS is still putting together the knowledge and development hub for the OPCC.	
AOB No AOB discussed.	