



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

MONTHLY BUSINESS REVIEW MEETING

30th January 2024

**Attendees: Samantha Denness (SD), Anesu Banda (AB), Bethany Coles (BC),
Cara Gavin (CG), Françoise Julian (FJ), Tara Malciw (TM), Louisa Glynn (LG),
Phil Eaton (PE), Karen Cotton (KC), Gemma McCormack (GM), Leanne Friel
(LF), Lara Lewis (LL)**

Business Review Meeting	Actions
<p>Apologies: Anna Villette, Wayne Humberstone, Katie Beaumont, Nicola Bayliss, Mary Robinson, Pauline Stewart</p>	
<p>Head of Governance and Transparency</p> <p>Police and Crime Panel</p> <p>The Police and Crime Panel will take place on 6th February 2024 at Dunstable, thank you to everyone that provided information for the panel.</p> <p>The Focus for this panel is Finance and the precept although there is a specific paper on Criminal Justice specific paper. Next panel is 18th March which will include Bedfordshire Victim Care Services (BVCS) paper, Stop and Search Presentation, Commissioner draft Annual Report and Norfolk review update.</p> <p>Joint Audit Committee (JAC)</p> <p>JAC is due to take place on the 22nd March 2024, Internal Audit External Audit and Force Overview with the Deputy Chief Constable, training presentation from Phil Wells (CFO).</p> <p>The Strategic Risk Register (SRR) was signed of at previous meeting.</p> <p>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.</p> <p>Freedom of Information (FOI)/Data Protection Requests</p>	



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

Independent Custody Visitors (ICV) / Dog Welfare Scheme

- Currently looking at moving from paper to Microsoft Forms for custody visiting report forms, working this through with IT and information security. Also holding meetings with Cambs and Herts to establish whether this can be completed as BCH.
- Association of Police and Crime Commissioners (APCC) publishing Bedfordshire custody Samaritans project as best practice in new paper on deaths in custody.
- New Power BI data dashboard for custody providing more accessible and real time data.

Independent Custody Detention Scrutiny Panel (ICDSP)

- Leaflets have been created for the new Independent Custody Detention Scrutiny Panel.
- Two training sessions have been booked in for the new volunteers to go through the new crib sheet and RAG system.
- The next meeting is on 19th March.
- We now have 10 volunteers but recruitment is ongoing.

Stop and Search/Use of Force Scrutiny Panel

- New panel governance has begun, starting with New Data panel. Both Stop and Search and Use of Force data was reviewed. Themes were identified to focus the sub panels the selection of BWV.
- The new terms of reference document will be circulated to the panel, this was delayed but will go out in next two weeks.
- Discussions with the force have led to new feedback mechanisms:

Stop and Search are required to fill out new Microsoft forms and Use of Force are having new internal expert panel to provide feedback to officers directly as well as the panel.

- We aim to have a youth panel set up by April 2024 that will consist of young people who have an interest in stop and search and use of force and young people who have lived experiences to provide insight into the reality of a stop and search as a young person and the implications this may have thereafter.

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 (PAT)

19th January we held PAT Hearing, no members of the public were present. The minutes are being finalised and the notice of the outcome has been published on the website.

Complaints

SD/BC/AB attended APCC workshop on complaints and holding the force to account. SD/KB attended the Professional Standards Department (PSD) BCH meeting to provide guidance on Schedule 3, discuss best practice and improve processes. Work is ongoing with the force in this area.

Team have implemented a new Microsoft Lists system to assist with Dip Sampling and recoding themes. Team will now have additional working group updates with Force Customer Support.

Reviews – Two new reviews have been received and are currently outstanding – however will be completed in due course. 9 reviews have been completed since the last BRM.

Performance and Accountability Manager

Surveys

The Precept Survey closed on 12th January 2024 and full paper has been produced.

Highlights were:

We doubled the response of last year with 1274 respondents however this is an area moving forward that needs to be improved upon.

57% agreed with the increase in precept and now this will go to the Police and Crime panel for their agreement.

Areas that respondents wanted to have focus on:

1. Anti- Social Behaviour
2. Dangerous Driving



3. Drug Related Crime

When asked 60% of respondents were not sufficiently informed about what the Police and Crime Commissioner is doing?

Business Conference

13th Feb 24 at Rufus Centre. Invitations have gone out and we have 53 attending. Speakers include Eastern Resilience/Federation of Small Business/Crown Prosecution Service/Force/Male Violence Against Women and Girls (MVAWG)/New technology with support of Fire/Watches/Recruitment/Safer Streets etc.

Managers Meeting:

1. Forward Plan – looking for a platform to best enable all to utilise and update it.
2. Risk Register – again this is being developed for operational risks within the OPCC but if you are aware or become aware of an emerging risk, please notify your managers. SD sent out to all departmental (OPCC, more tactical than strategic).

Other: APCC held Holding to Account which was informative but provided reassurance that we are in line with others in how we achieve this. Further session to take place in the future.

Violence & Exploitation Reduction Unit (VERU)

CG updated that Kimberley Lamb has been seconded over to a role within Bedfordshire Police. There has been some internal changes within the VERU team. Quarter 3 monitoring has been completed and all are on track including interventions. CG is working closely with the Home Office alongside AV. A plan is being put into place for 24-25 which is the last year of the three year grant period with the Home Office.

Victim Services – 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.

Projects.

Work continues with the Chrysalis Centre project, referrals are slowly increasing and there is a drive for greater stakeholder engagement on Beds over the coming weeks.



<p>Recruitment of staff is ongoing and there is a review of this due to no applicant from the last campaign. There has been no news on next years funding.</p>	
<p>Commissioning</p> <p>Commissioning new starters are due to join the team on Monday 5th February 2024.</p> <p>Updates:</p> <p>The 24/25 Commissioning plan has been devised; a decision paper was drafted and was approved by the SLT and the Police and Crime Commissioner as per the channel of authorisation. Specifications for bidding opportunities were released, overall, 18 bid responses were received, evaluation panels took place on 24th and 25th January 2024, progressing into a period of clarification w/c 29th January 2024.</p> <p>Performance and monitoring:</p> <p>Commissioning, Governance and Transparency meeting for quarter 3 is arranged for Monday 19th February 2024. Quarter 3 monitoring meetings are underway.</p> <p>Commissioning activities:</p> <p>A research provider has been successfully commissioned, to deliver an independent needs assessment prior to 31st March 2023 and is starting to progress work.</p> <p>Funding opportunities relating to OPCC projects, and the Cameras, Tickets and Collisions funds were released, all bids were successfully awarded through the process and are in the final stages of mobilisation and distribution of grant agreements.</p>	
<p>Project Manager – Policing and Contact and Safer Streets</p> <p>Safer streets:</p> <p>Mobilisation of interventions and procurement has started in Q3, also the reduction in year 2 funding has meant that we have had to review what we can achieve in year 2. The new proposal has been given approval by the governance board and has been submitted to the Home Office. We are waiting for them to issue a new grant agreement.</p> <p>Community Triggers:</p> <p>The new process is in place and there is the possibility that the appeals process will be initiated in the near future with a case from Luton. Further details to follow.</p> <p>Specials linked to Locations:</p>	



No update on the recruitment advert but this is open until the end of March 2024.

Public Access Terminal

The three terminals have now been removed from the libraries at their request and one is now in the community centre in Caddington. PE is in the process of working with a company to site 4 of the terminals, more details to follow.

Restorative Justice (RJ) Coordinator

Referrals:

3 referrals received since last BRM. These have been without promoting the service due to the commitment of the projects.

Prison project:

First training date at HMP Bedford was delivered as planned (16th January), 2nd day is 30th January and 3rd day is 6th February. Feedback from the first day was very positive from the staff who attended (out of 7, most were from the Segregation Unit) and Belong trainers knowledgeable and engaging.

Schools project:

Unfortunately, one school has recently withdrawn from the project. However, the training with the remaining 3 schools is progressing. Peer mentor training at one school received positive feedback from pupils and the trainer said that pupils were motivated and enthusiastic.

All staff training with one school was positively received and key staff contributed to discussions and expressed interest in the advanced training.

NB will be supporting and attending the training dates with each of the schools.

A decision paper has been written in regard to carrying forward funding as schools haven't been able to fit in all of the training within the financial year due to CPD calendars already being set.

Links:

Looking to engage with Victim Liaison Officers (VLO) as the VLO who frequently referred to RJ has recently left the service.

Work around the RJ information sent by BVCS has been rewritten and the information is now being sent to victims – a paragraph within email and letter templates, and the full information sheet included with the letters.



Information about RJ on the Knowledge Gateway has been updated to be similar information to that being sent by BVCS so that there is consistent wording from officers to victims.

Criminal Justice and Victims Project Manager

Bedfordshire Criminal Justice Board (BCJB)

The Board met on 19 December 2023. The Theme for the December agenda was Victims and Witnesses. Resulting actions as follows:

1. The Victims and Prisoners Bill presented by the Ministry of Justice – A small task will look at implementation of the Bill when it comes into force in 2024. Specific focus will be on the new duties on the OPCC;
 - a. OPCC Duty Conveners
 - b. OPCC Data collection, analysis and reporting to government
 - c. Multi-agency commissioning of Victim Services
2. Review of Victims and Witness Board by it's new Chair – Revised strategy incorporating the VW Bill and VCOP will be tabled at the quarter 4 meeting.
3. A focus on Restorative Justice – Raising awareness of the positive impact on victims on crime and perpetrators amongst CJS agencies will continue throughout 2024/25 to increase referrals.

The next meeting is scheduled for 19 April 2024, the themed focus will be "Partnership Within the Criminal Justice System – A Whole Systems Approach"

The first BCJB Annual General Meeting (AGM) was held on the 19 December 2023. The aim was to raise awareness of the Board and the work being undertaken by partner agencies to reduce reoffending and improve the system for victims and witnesses of Crime in Bedfordshire. The meeting was recorded and uploaded onto the OPCC website. Lessons learned will be used to increase awareness of the Board and its work in 2024. The AGM recording can be found at;

<https://www.bedfordshire.pcc.police.uk/criminal-justice-board/>

Partnership working

Luton Knife Crime Summit: A working group has been formed which includes representation from the OPCC, to carry forward the actions from the Luton knife crime summit.

HMP Bedford: Engagement with colleagues in the prison service is ongoing to ensure that the support needed for individuals leaving prison is in place to reduce the potential for reoffending.



<p>Transitions: Service Mapping being undertaken by Commissioning will be used by the Transitions group as a starting point for mapping service pathways for young people, prison leavers and ex-offenders to divert individuals away from crime and reduce reoffending.</p> <p>Serious Violence Duty (The Duty):</p> <p>The OPCC continues to act as conveners of the Serious Violence Duty, reporting into the Bedfordshire Serious Harm Partnership Board for governance.</p> <p>Bedfordshire Emergency Department Navigator Pilot</p> <p>The Pilot will target young people aged 10-25 who present at A&E who are identified of being at risk of violence, criminal or sexual exploitation. They will be supported to move away from criminal activity including exploitation, gang, and county lines and to positively engage with other local services.</p> <p>The pilot is on target to commence on 1 April 2024.</p>	
<p>Communications Officer</p> <p>LL updated that comms are planning ahead with arranging the plan for the new upcoming commissioning cycle. In line with our new strategy, it will be focussing on different areas that are being commissioned into to raise the profile that they are working in and how it aligns to the Police and Crime Plan. We will also be working closely with each area of the office to plan ahead for example the annual plan.</p> <p>LL is focussing on the office comms and LF is currently focussing more on the PCC himself with comms. LL is also currently working with PE and KC on Safer Streets as well as the comms around the Chrysalis Centre. LL is also working with BC on obtaining a new OPCC website.</p>	
<p>Executive Assistant to CEO</p> <p>GM provided an update regarding receiving requests from the PCC on information and updates. The team are to update GM if these requests are received so that these can be logged.</p> <p>GM updated around the new starters in the Commissioning Team.</p>	
<p>AOB</p> <p>PE provided an update surrounding moving to Teams telephony in the near future for the office meaning each member of staff will be set up with their own voicemail and calls will be able to be answered via Teams. This can also be set up via work phones.</p>	