



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

**MONTHLY BUSINESS REVIEW MEETING**

29<sup>th</sup> July 2024

**Attendees: Wayne Humberstone (WH), Samantha Denness (SD), Bethany Coles (BC), Mary Robinson (MR), Cara Gavin (CG), Tara Malciw (TM), Karen Cotton (KC), Gemma McCormack (GM), Leanne Friel (LF), Lara Lewis (LL), Nicola Bayliss (NB), Kiran Nandha (KN), Jennifer Grant (JG), Francoise Julian (FJ), Pauline Stewart (PS)**

<b>Business Review Meeting</b>	<b>Actions</b>
<p><b>Apologies:</b> Phil Eaton (PE), Katie Beaumont (KB), Louisa Glynn (LG)</p> <p>Police and Crime Commissioner John Tizard joined for the first section of the meeting to update the team on the CEO recruitment process.</p>	
<p><b>Acting Chief Executive</b></p> <p>WH updated that we will be moving Performance and Governance Board to a quarterly meeting and will then be holding deep dive sessions which will relate to the PCC's six missions.</p> <p>The biggest focus for the office at present is the Police and Crime Plan, as well as the Chief Executive recruitment process.</p>	
<p><b>Head of Governance and Transparency</b></p> <p><b><u>Police and Crime Plan</u></b></p> <p>Consultation commenced on the 22.07.2024, please ensure this is shared with your partners within Bedfordshire and encourage completion of the survey:  <a href="https://www.bedfordshire.pcc.police.uk/wp-content/uploads/2024/07/Police-and-Crime-Plan-Core-Objectives-for-Consultation.pdf">https://www.bedfordshire.pcc.police.uk/wp-content/uploads/2024/07/Police-and-Crime-Plan-Core-Objectives-for-Consultation.pdf</a></p> <p>LL and WH continue to lead on this piece of work being the liaison between the OPCC and PCC.</p> <p><b><u>Police and Crime Panel</u></b></p>	



On the 16<sup>th</sup> July 2024, the police and crime panel meeting/workshop took place which included panel members that were present to provide feedback on the consultation document. Panel members believed this was a beneficial exercise.

Next Panel meeting is on the 17 September 2024. Deadline for papers is: 04 September 2024.

Papers being presented are:

- PCC Update paper
- Police and Crime Plan draft
- To receive the Commissioner's intentions, aims and priorities for future grant commissioning
- Mid-year review of Commissioner's budget and delivery against targets

### **Joint Audit Committee (JAC)**

- 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.
- Next JAC meeting will take place 20<sup>th</sup> September 2024.

### **Performance and Governance**

Performance and Governance Board held on Tuesday 23 July 2024.

### **Independent Custody Visitors (ICV) / Dog Welfare Scheme**

- Menopause items and menopause pathway has been embedded into the custody suites following updated APP via the Independent Custody Visiting Association.
- A visual impairment charity has donated some braille books to custody for detainees who are blind or visually impaired following a visit from ICV's where a blind male detainee was detained in Luton Custody – they requested for 'talking books' but these were not available.
- Use of TV screens in cells in Kempston – OPCC will be working with Inspector to have posters shown on what ICV's do, their purpose etc.
- In the process of going electronic with our ICV reporting on visits.
- ICV Annual Report has been ratified by the Police and Crime Panel. Very good feedback received, this has now been published on our website.

### **Stop and Search/Use of Force Scrutiny Panel**

- Completed ABD (Acute Behavioural Disorder) Training on 24<sup>th</sup> July 2024.



- S163 training on 19<sup>th</sup> September ahead of the first meeting in November 2024 as per the recommendation in the Police Race Action Plan (PRAP) and HMICFRS.
- New training packages are being developed to ensure that the panel are given independent training as well as force training, this begins in September 2024.

### **Independent Custody Detention Scrutiny Panel (ICDSP)**

- Last meeting was on 10<sup>th</sup> June 2024, which the PCC attended. The panel was very successful, and the new custody Inspector has been invaluable with learning for the panel.
- Learning has already been identified and feedback to the Inspector.
- Recruitment is still ongoing.

### **Legally Qualified Chairs (LQC)/Misconduct**

On 7<sup>th</sup> May legislation changed surrounding LQC and Independent Members so new process is in place to ensure we are complying with this.

### **Pension Forfeiture**

Awaiting update on three cases from the Force. Once received packs will be made and brought to the PCC for a determination if pension forfeiture should be completed.

### **Police Appeals Tribunal**

Four finalised and one due to complete in October 2024

### **Complaints**

Work is being completed in this area – Dip Sampling and liaising with the Force. Team will now have additional working group updates with force CS.

Reviews – 2 currently outstanding

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, that is 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 known decisions are now on the website. All team members are asked to remember the process in regard to decisions, if your department needs to draft a



decision or you are aware of a decision made in a meeting please let KB and BC know as we need to ensure nothing is being missed.

### **Website Compliance – Specified Information Order**

SD and BC are working on the retention policy and clearing files – this is still ongoing. Moving forward we will be looking at SharePoint and how we get the office moved over and using this system.

LF and LL to provide update on website move.

### **OPCC Policies and Procedures**

Review taking place end of August 2024.

### **Audit**

Only outstanding Audit – VERU – this is being worked through by the CFO and RSM.

Governance Audit findings have been received back – substantial assurance.

### **HMICFRS**

Responses being worked through and will be sent for sign off this week.

### **Violence & Exploitation Reduction Unit (VERU)**

CG updated that her and KN have completed all of the VERU monitoring meetings for interventions, and they have submitted their monitoring forms, so we can collect data and information from them successfully. Currently £78,000 funds unallocated but we are working with the Force into areas where this can be repurposed. CG has spoken to the Home Office.

CG stated that she will be completing an impact report which can be shared with partners so that they can assess the type of work each intervention is completing.

The University of Birmingham have been commissioned to complete impact evaluation on the navigator schemes as well as a process evaluation for the VERU. They have just been mobilised and have a team of around 12 research officers and professors.

The ‘Just Drop It’ campaign is ongoing, and the Knife Angel will be in Luton at the weekend in which the VERU will be attending. This will be an opening ceremony and then a seven-day call to action.



We have just closed a funding opportunity for the Youth Voice Fund and would like to procure an organisation who is already working with young people.

### **Commissioning**

The Commissioning and Income Generation Lead is due to return to the team in September 2024.

The Commissioning Team have completed quarter 1 monitoring meetings. Meetings have taken place in person where suitable for newly commissioned services to build a rapport. New monitoring return templates were used to inform system thinking and wider discussions on themes.

### **Performance and monitoring:**

- Norfolk Police and Crime Commissioners Office completed a Peer Review. Actions taken from the peer Review are being formulated into a Commissioning Plan for implementation.
- Commissioning, Governance and Transparency meeting took place on 10<sup>th</sup> July 2024.

### **Commissioning activities:**

- A research provider continues to progress the independent needs assessment which continues into 2024/2025. The interim report is due at the end of August 2024.
- The new Police and Crime Commissioner are reviewing commissioning activities to develop the Police and Crime Plan for Bedfordshire Police.
- Commissioning activities are underway regarding two tender opportunities. During the process of developing the specification for the Independent Sexual Violence Advisor (ISVA) service, a decision was made to collaborate with Essex Police and Crime Commissioners Office, preparing a joint specification.
- In the development of the tender specifications, the Commissioning Team met with a victim's voice panel to hear elements that were important to include in the specifications, after implementing the feedback, the Commissioning Team met with the Victims Voice panel were informed that they felt heard by the team.
- The Commissioning Team attended the Impakt Housing networking coffee morning, engaging with charities and partners in the accommodation/ victim support space.



- The Commissioning Team held an engagement event with commissioned partners. The event had speakers from funded organisations and an input from the Police and Crime Commissioner and Deputy Police and Crime Commissioner. The event was attended by 45 people and enabled networking and collaborative conversations.

### **Project Manager – Policing and Contact and Safer Streets**

PE sent his apologies for the meeting however a paper was provided.

#### **Safer Streets**

Pol-Ed has been launched and several promotional sessions have taken place to promote this.

KC updated that there are 50 performance in education sessions running the end of September to the beginning of October in the country and 46 out of 50 are already booked. These include performance in education drama workshops surrounding standing up and challenging inappropriate behaviour in public spaces.

#### **Public Access Terminals**

The first Public Access Terminal has been installed in 3 of the 4 larger Morrisons store now.

PE will be reviewing the deployment at the universities due to the low usage.

#### **Bobby Scheme**

The review of the Bobby Scheme is still ongoing and the report is being reviewed by the Bobby Scheme and will be presented to WH later this week.

No other updates to report.

### **Restorative Justice (RJ) Coordinator**

#### **Referrals:**

No new referrals since last BRM.

4 cases actively working on, 2 on hold.

#### **Prison project:**

Discussions are continuing around the Train the Trainer course – who will be attending this and when this will be held. Reminder sent as a date still needs to be arranged.



### **Schools project:**

Planning for September – going into one school for a PD day in the new academic year. Putting together a plan for each school – targets based on discussions and school-identified needs.

### **Links:**

Over the school summer holidays, 3-day RJ facilitator-level training has been booked for the Education & Diversion team.

Unpaid work supervisors link.

Event at a Herts prison (HMP The Mount) tomorrow - linking with Herts RJ, Belong and Sycamore Tree – ‘one-stop’ restorative shop for prisoners.

NPCC guidance being released in November – RJ week. Planning for how to launch this in force and comms.

Met with Out of Court Resolutions Sgt this morning – identifying training needs and how to incorporate restorative conversations with victims and offenders through engagement/contact. Looking at how to put in a restorative ‘condition’.

### **Criminal Justice and Victims Project Manager**

#### **Bedfordshire Criminal Justice Board**

The Board met on Jul-24: The theme was ‘A Whole Systems Approach’.

Key presentations looked at:

- HMP Bedford, reported on an improvement plan for the prison and highlighted an ‘Assertive Outreach Programme’, commissioned by the OPCC, aimed at providing wrap around support including mental health, for individuals identified as the most violent or self-harming in the prison.
- Timeliness of cases from arrest to court.
- A request for feedback on draft Police and Crime Plan and a commitment to a whole system approach to ownership and delivering on the objectives laid out in the plan.

Key actions:

- Work with the Prison Service relating to;
  - Individuals exiting the prisons into the community and the support around – actioning with commissioning lead/s



- Progressing a cross county Housing Protocol
- Review Reducing Reoffending Board
  - Look at what the outputs are, their value and how they feed into the CJB
  - Priorities
  - Membership
- Business Plan in line with the new Police and Crime Plan
- Partnership feedback on the new Police and Crime Plan

Next Board on 15 October: Agenda will include;

- Draft 2023/24 Annual Report
- Report on potential impact and local response to the Government early release from prisons scheme by Bedfordshire Police
- Highlight report from HMCTS on court delays and concerns in the system.

The Board currently does not have a data lead, the Board Manager will be looking at producing the data reports in future on trial.

### **CJ&V Partnership working**

**HMP Bedford:** Beds OPCC will coordinate the work to improve outcomes for prison leavers to reduce potential for reoffending. The aim will be to achieve this through an existing workstream.

### **Serious Violence Duty (The Duty)**

Currently sourcing a research organisation to review/refresh the VERU/SVD strategy.

Bedfordshire Emergency Department Navigator Pilot

This service went live on 1 April; Some staffing concerns due to sickness however, conversion rates from referral to uptake of service is slightly above target – no major concerns to report at this time.

### **Communications Officer**

LF updated that she has been working on the Police and Crime Plan consultation survey which was launched on Monday. We are looking at how to continue pushing this for example with our key stakeholders, parish councils, councillors etc. We will be focussing on key areas within our communications such as Criminal Justice and link directly to the survey. The survey closes on 23 August 2024.

LF confirmed that the PCC would like to have a launch event for his Police and Crime Plan. The PCC would like to have more of a presence on social media and therefore





at present the survey is a focus. He also now has a column set up with the Bedford Independent.

## **AOB**

- PS is currently working on setting up the Rural Crime Conference in partnership with the NFU which will be held at Scald End Farm on 6 November 2024.
- KC has been working on setting up the Challenge and Accountability Meetings across the county. These will be held monthly on the third Wednesday of every month. There are currently three scheduled in Harold (18 September), Leighton Buzzard (16 October) and Luton (20 November). The PCC will be discussing his Police and Crime Plan and answering questions from those in attendance. Target audience is anyone living or working in Bedfordshire, businesses, community groups, faith groups, parish and town councils.

KC is making the arrangements for the meetings and LF will be picking up the Eventbrite and booking element of them. WH, PE and GM will be in attendance alongside the PCC and also with a representative from the community policing team and local authority community safety team.

- Discussion for those who are completing the briefings to link in with MR surrounding correspondence received in the inbox prior to each meeting.
- Discussion surrounding PCC generic correspondence responses. MR, LL, SD, BC and GM will meet to discuss further surrounding a review of responses sent out to the public.
- Discussion surrounding a review of meetings attended by the office. BC will email the team with the spreadsheet and request that the team responds.