

**Meeting: Policing Board**

**Venue: Teams Meeting**

**Date: 6th January 2022**

**Time: 13:30 – 15:23**

|  |  |
| --- | --- |
| **Decision No** | **Decision summary** |
| **PB T3 18** | That the PCC and CC sign the section 22A collaboration agreement for the National Police Coordination Centre pending final due diligence checks |
| **PB T3 19** | The PCC agreed that a contract of £490,000 be awarded to Delta Power Group for the provision of a cabined rigid hull inflatable boat |
| **PB T3 20** | The PCC decided that the estates function would be transferred back to the direction and control of the Chief Constable |

|  |  |
| --- | --- |
| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)Chief Constable Dr Richard Lewis (CC)Carys Morgans, Chief of Staff, OPCC (CoS)  |
| **Also Present:** | Chief Inspector Chris Neve, Staff Officer, DPP (CN)Claire Bryant, Policy & Assurance Advisor, OPCC (CB) |

|  |  |  |
| --- | --- | --- |
| **Action No** | **Action summary** | **Update** |
| **PB 60 (18/10/21)** | Update on when social media reporting will be promoted to be provided at the next meeting of the Policing Board | Discharged |
| **PB 61** | CB and CN to schedule focus topic briefings for the PCC in advance of meetings of the Policing Board | Discharged |
| **PB 62 (8/11/21)** | EN to attend the Justice in Wales Equality Delivery Group | Completed |
| **PB 69** | Use of HQ beyond Covid-19 to be scheduled for discussion at a future meeting of the Policing Board | Discharged – superseded by action PB 89 |
| **PB 70** | Detailed report on firearms licencing processing performance to be provided to the PCC when available | Completed – on agenda |
| **PB 71** | OPCC to consider sudden deaths data and case for awareness raising around Christmas period | Completed – discussion with PCC 15/12/21 |
| **PB 72** | OPCC to consider future requirements for CC update reports | Discharged – superseded by action PB 81 |
| **PB 73** | Briefing paper regarding DPP HMICFRS update to be sent to PCC | Completed – sent to PCC 7/12/21 |
| **PB 74** | PCC and Chief Officers to review lessons from engagement with TV programmes, to include future governance arrangements | Discharged – superseded by action PB 80 |
| **PB 75** | CB to attend Monday’s End 2 End process evolution meeting | Completed |
| **PB 76** | CoS & T/DCC to progress redaction of cases for scrutiny by OPCC | Completed – on agenda |
| **PB 77** | PCC as chair of PiW to write to HO relating to LQC indemnity matter | Completed |
| **PB 78** | Force to detail action taken in response to civil cases involving illegal evictions to PCC in writing prior to his meeting with Shelter Cymru | Completed – sent to OPCC 7/12/21 |
| **PB 79** | CoS to respond to Joint Audit Committee Member’s resignation to offer support | Completed |

1. **Update on actions from previous meetings**

The PCC welcomed the CC to his first Policing Board meeting. The minutes of the previous meeting were agreed as a true and accurate record.

**PB 60** ***– social media reporting.*** It was confirmed the PCC would receive a briefing directly from the Force Communication Centre Performance Manager the following day.

**PB 69 – *Use of HQ beyond Covid-19.*** It was acknowledged that this related to the smarter working project and estates department developments, which would be discussed under any other business.

**PB 74** **–** ***engagement with TV programmes.*** The PCC provided the CC with a background to the action, stating the PCC had a limited line of sight, overview and decision making of entering contractual arrangements with external television companies. It was acknowledged that there would be an element of subjectivity relating to data ownership and decisions on what could be shared. The CC expressed his view that DPP should not enter into any agreement in the future unless there was a need to highlight a particular issue. The PCC considered that any decision of this nature be shared with the OPCC. The CoS stated this had been the case under the Police Authority and suggested that the matter be considered as part of the detailed review of the joint Corporate Governance Framework (CGF). The review would commence in the coming weeks in advance of publishing a revised CGF by the end of March 2022.

**Action: Decision making in relation to entering contractual arrangements with television companies to be included within the CGF review by the end of March 2022**

**PB 79 *– JAC Member resignation.*** The CoS confirmed contact had been made offering support, however the Member had continued with their resignation. It was confirmed that the OPCC would be advertising the vacancy in the forthcoming weeks.

1. **Chief Constable’s update**

The PCC noted the CC’s operational update. A discussion ensued regarding the content of such updates. The PCC stated he had been disappointed with performance reports provided via the Policing Accountability Board over the last 6-9 months. As such, he would like to be provided with regular Force performance updates from the CC at Policing Board meetings in addition to periodic organisational updates.

1. **Future Policing Board arrangements**

The PCC initiated a discussion regarding the future format of the Policing Board meetings.

It was agreed that Policing Board meetings needed to be more efficient, provide a more effective link to the Force governance structure and fully consider Force performance data at regular intervals.

**Action: CoS and CN to develop future policing board format and schedule**

The CC explained that weekly performance meetings between the CC and DCC had already commenced, with a target of the DCC’s being to significantly simplify the governance structure within the next three months. The CC assured that the DCC would link with the CoS to ensure any changes to the governance structure did not adversely impact on the OPCC’s opportunities for oversight and scrutiny. The CC would also be re-establishing monthly Force performance meetings from March 2022 to coincide with confirmation of the CC’s priorities. The CC intended to confirm 12 months in advance a rolling programme of focus themes. It was agreed that there was a need to ensure synergy with the Commissioner’s scrutiny schedule.

**Action: CC to share draft of weekly performance areas of focus**

The CoS queried whether it was the CCs intention to directly link his priorities to the Commissioner’s Police and Crime Plan priorities. The CC stated that the broad themes within the Commissioner’s Plan provided the opportunity to align operational priorities and confirmed the PCC’s priorities were being included within the performance regime for the Force.

The PCC had chaired the Dyfed-Powys Local Criminal Justice Board earlier that day, where partners had expressed their views that the Plan was clear and concisely set out. He followed up to reinforce that the Plan was not solely to hold the CC to account, but also the wider criminal justice system. The PCC acknowledged the need to be clear on the alignment to the Police and Crime Plan. It was considered that the work undertaken against Violence Against Women and Girls, rape and serious sexual offences was a good example of a shared priority. The CC had confirmed that this would remain as a core priority for the CC and the Force.

1. **Human resources (HR)**

The PCC noted the detailed papers provided by the Head of People Services. The CC expressed he had been a little concerned that the People Strategy had been delayed until his arrival and confirmation of the CC’s priorities, considering that they would not significantly influence the People Strategy.

The CC reflected that he had challenged the Head of People Services as to the need to seek accreditations such as the Investor in People (IIP) awards. He considered that whilst they could be useful indicators of whether the organisation was progressing in the right direction, the work involved could detract from more pressing matters. The CC had requested that in particular the IIP wellbeing award be delayed, as around three quarters of the recommendations from the Oscar Kilo review of December 2020 were yet to be completed. The CC was keen not to commission a new report to produce additional recommendations until previous ones had been completed.

Both the PCC and CC acknowledged the historical trend in the difference between officer and staff time lost through sickness absence, the reason for which was unknown.

The PCC commented that he had found the calendar of the skills mapping and role profile development very useful. He noted skills mapping had been an ongoing challenge, enquiring how the CC would ensure that targets were met in relation to this. The CC expected that this would be challenged at the People Board meeting chaired by the Deputy CC. As part of reintroducing a performance regime into all parts of the business, the CC, to the pleasure of the PCC, expected to strengthen lines of accountability.

The PCC sought the CC’s views on areas of risk relating to HR. The CC stated resilience within the department was currently being addressed. Additionally, the nationally recognised rate of new recruits dropping out. The CC was pleased that DPP were piloting a conflict management module to reduce this. The PCC noted the challenge in recruiting due to a greater choice in the employment market.

The PCC referred to an issue he had raised a few months ago relating to the use of Paid Rest Days (PRDs). He noted this was the most inefficient way to resource a Force and considered it worthwhile the CC consider quantifying within the Force’s performance measures. The CC acknowledged that the most noticeable use of PRDs was in custody suites due to the difficulty in recruiting qualified jailers and the impact of the migration to the End to End project. The CC gave an example of a nightshift he visited in Newtown where officers had been called into work on mass three hours early the night before. He considered that these may be areas where the overtime budget was being utilised more than he would like and would seek reassurance on this. The PCC noted that he had already provided an uplift in next year’s budget to allow for the additional bank holidays in 2022.

The CC provided an overview of a long-standing HR related matter which he assured was coming towards a point of resolution.

The CC requested clarification on the delegated limits of expenditure, with the CoS confirming a summary would be issued to the CC.

**Action: OPCC to provide CC with summary of delegated limits**

1. **Focus: Professional Standards (Violence Against Women and Girls)**

The PCC noted the detailed verbal briefing provided by the Head and Senior Manager of the Professional Standards Department on 16th December 2021. The CoS stated this would be reviewed alongside findings from the PCC’s survey regarding feelings of safety in the Dyfed-Powys area which was due to close the following week. In consultation with national work and All-Wales colleagues, the OPCC would consider what All-Wales and locally focused scrutiny would add value and avoid duplication.

1. **Matters for discussion**
2. **End to End project update**

The CC provided a verbal update, noting consistent trends regarding the number and speed of closure of crimes.

The CC explained a three-tiered review process: a formal internal review of the project at three and 6 months to see whether it was doing what it said it would do at the start; a review by the company Process Evolution to assess the Force’s initial work to determine utilisation rates; and an independent formal review by Process Evolution of the End to End team’s own evaluation, which would report early in the summer. The CC confirmed that the ACC and End to End team were inputting to Process Evolution’s work to ensure alignment.

Following the CC’s station visits in Powys, he had sent a detailed email to both the Deputy and Assistant CC highlighting feedback from officers. Meetings were being set up with the Local Policing Area Commanders to address some of the issues identified. The CC stated that whilst the statistics may suggest the model was the most efficient way of working, he considered there was a critical issue regarding the safety of officers. He acknowledged that whilst issues such as this may had been encountered previously, End to End had been expected to resolve these. The CC stated that the number of Sergeants was also a key issue. Conversely, the CC noted there were positives being recognised by officers such as a significant reduction in travelling to deal with prisoners.

The PCC shared the CC’s concerns, stating that he had been constantly reassured that the project would deliver. The concern over the level of staffing was acknowledged, however the PCC noted that whilst many were young in service, DPP currently had more officers now than they ever had.

The PCC raised representation he had received through social media from a local businessperson regarding alleged non-attendance at an incident of criminal damage. CN agreed to review the incident and update the PCC.

**Action: CN to review report of criminal damage and report back to the PCC**

1. **Firearms licensing**

Both the CC and PCC noted the reassuring report from the Firearms Licensing Department which provided a comprehensive performance overview. The CC noted the average number of days taken to issue a licence was significantly lower than the internally set target of 105 days. The PCC would reflect on the statistics prior to an upcoming meeting with the CC and the British Association for Shooting and Conservation (BASC).

**Action: Schedule pre-meeting between CC and PCC in advance of their meeting with BASC**

The CoS drew attention to the second paper provided, which was in response to a request from the Association of Policing and Crime Chief Executives (APAC2E) in relation to the additional costs resulting from the new statutory guidance. The Association was trying to evidence the net losses to discuss fee setting with the Home Office. The PCC noted that the overall total losses had not been calculated and requested this be checked prior to submission.

**Action: CN to clarify total losses to firearms department prior to the CoS’s submission to APAC2E**

CN stated a similar issue had occurred with regards to changes to the statutory requirements for the vehicle recovery scheme and a paper was being submitted to the Chief Officer Group for consideration.

1. **Record Management System project update**

The CC confirmed he had been through the project plan with the project team and confirmed it was progressing well, with the go-live date as May 2023. The Digital case management system would not be launched until October 2023 which would mean needing to retrain users, however there was a reluctance to delay the project any further.

The project had a small contingency budget for online training to mitigate against the impact of Covid, however the CC suggested additional budget may be required.

The CC concluded by stating that engagement work had been effective in obtaining organisational buy-in. The PCC noted the capable hands of the project team.

1. **Matters for decision**
2. **Redaction** **of cases for scrutiny by OPCC**

The CoS stated she had met with the Deputy CC and relevant team members on 7th December and had agreed that an Information Sharing Agreement between the OPCC and Force be developed by the end of January. This would then be referenced in the Corporate Governance Framework.

OPCC access requirements to Force information assets was being looked at to ascertain what was needed to fulfil the PCC’s duties. It had also been agreed that a Memorandum of Understanding would be developed to support specific requirements, for example the Independent Custody Visitor Anti-Harm Suit Pilot which DPP and the OPCC had committed to.

It had been agreed to avoid any delays in redaction the OPCC would have supervised access which would be facilitated in headquarters, however this needed to be revisited regarding the practicalities around the current Covid wave.

It was noted that redacting personal and sensitive data was resource intensive and alternative options were preferable. The CoS stated that as the information was owned by the Force it would be entirely inappropriate for the OPCC to undertake the redaction.

The CoS also highlighted the implication on other volunteer schemes, in particular the Quality Assurance Panel who had in the past had access to Body Worn Video footage among other data.

CB added that this was impacting on the discharge of the PCC’s statutory obligations. The PCC noted that his ICVs had recently been denied access to custody suites due to the Covid situation. This had not been communicated to his office and therefore volunteers had not been notified. This resulted in some volunteers having made unnecessary journeys.

A detailed discussion ensued regarding the potential options, risks and mitigations. CB suggested the current restriction was not in keeping with the organisations’ current risk appetite. CB emphasised that a way forward was needed to re-establish the PCC’s regular programme of scrutiny activity in a Covid-safe way.

**Action: CC to confirm method for OPCC volunteers to access DPP data in a secure and Covid-safe way**

1. **Section 22A collaboration agreement for the National Police Coordination Centre**

CN stated that the agreement had initially been circulated in September 2021, however further amendments had resulted in the presented final version. The agreement required wet signature by the PCC and CC. It was agreed that it be signed, subject to the CoS undertaking the necessary due diligence.

**Decision: That the PCC and CC sign the section 22A collaboration agreement for the National Police Coordination Centre pending final due diligence checks**

1. **Rigid Hull Inflatable Boat tender**

The PCC’s Chief Finance Officer and CC’s Director of Finance had considered the tender and recommended it be approved. The purchase would be funded by the national counter-terrorism network.

**Decision: The PCC agreed that a contract of £490,000 be awarded to Delta Power Group for the provision of a cabined rigid hull inflatable boat**

1. **ICV physical visits to custody suites**

This matter had been discussed under item 8a, however the CoS expanded to explain the need to agree with the Head of Custody the most appropriate way to continue to discharge the PCC’s statutory responsibilities.

1. **Any other business**
2. **New Head of Contact and Incident Management**

In line with the requirements set out in the joint Corporate Governance Framework, the CC presented the request to establish a new civilian position to lead the Force Communication Centre, to replace the existing Chief Inspector position.

The CC explained that the Assistant CC was currently reviewing the Inspector, Chief Inspector and Superintendent structure across the Force. He also confirmed he had had positive discussions regarding the matter with the Superintendents’ Association.

The PCC was supportive of the review and potential civilianisation of posts, as such supported the new Head of Contact and Incident Management.

1. **Correspondence from Pembrey and Burry Port Town Council**

The PCC stated a motion had been put to Carmarthenshire County Council calling for investment in the 101 service. The PCC had provided feedback to the Leader of Carmarthenshire County Council detailing the investments into the new telephony system, Records Management System and End to End project. A letter had been subsequently received from Pembrey and Burry Port Town Council seeking comment on the efficiency and effectiveness of the 101 service. CN stated he had responded on behalf of the CC and provided a copy to the OPCC. A satisfied response had been received from the Town Council. He also noted there had been a newspaper article on the issue. The PCC expressed his concern that policing would be used in local election media. The CoS requested sight of the full correspondence.

**Action: CN to share correspondence between Pembrey and Burry Port Town Council and the CC’s office with the CoS**

1. **Correspondence from the Chair of the Scottish Police Authority: Policing of COP26**

The PCC noted the letter of thanks received in relation to DPP officers supporting the policing of the event. CN stated a few officers were required to isolate in Scotland due to contracting Covid during their stay. He also confirmed a letter of thanks had been issued from the CC’s office to all DPP officers deployed to COP26.

1. **Estates Gold Group meetings**

The PCC provided the CC with an overview of the Estates Gold Group review of the whole estates function, explaining that a consultant was working with the Estates Department on the emanating actions. The PCC stated that he had come to the decision to transfer the estates function back to the Force, which would require consideration of the TUPE implications as well as the future scrutiny arrangements. The PCC stated that both the Assistant CC and Temporary Assistant CC had both been heavily involved in strategic estates and had a good understanding of the current situation.

It was agreed that an extraordinary Strategic Estates Group (SEG) meeting should be convened to reaffirm the estates strategy considering the Gold Group’s review.

**Decision: The PCC decided that the estates function would be transferred back to the direction and control of the Chief Constable**

**Action: Extraordinary SEG be arranged in the next 3-4 weeks to include the CC, PCC, Director of Estates, Director of Finance and Chief Finance Officer; with the aim of receiving an update from the review consultant, reaffirming the direction of the strategy and reviewing how the PCC would hold the CC to account for estates activity moving forward**

1. **Case for CC consideration**

The PCC brought to the CC’s attention an ongoing issue regarding an alleged hate crime, suggesting the CC consider the matter.

**Action: CN to brief the CC on the specific case relating to an alleged hate crime**

|  |  |  |
| --- | --- | --- |
| **Action No** | **Action summary** | **To be progressed by** |
| **PB 80** | **Decision making in relation to entering contractual arrangements with television companies to be included within the CGF review by the end of March 2022** | **CB** |
| **PB 81** | **CoS and CN to develop future policing board format and schedule** | **CoS / CN** |
| **PB 82** | **CC to share draft of weekly performance areas of focus** | **CC** |
| **PB 83** | **OPCC to provide CC with summary of delegated limits**  | **CB** |
| **PB 84** | **CN to review report of criminal damage and report back to the PCC** | **CN** |
| **PB 85** | **Schedule pre-meeting between CC and PCC in advance of their meeting with BASC** | **CB** |
| **PB 86** | **CN to clarify total losses to firearms department prior to the CoS’s submission to APAC2E** | **CN** |
| **PB 87** | **CC to confirm method for OPCC volunteers to access DPP data in a secure and Covid-safe way** | **CC** |
| **PB 88** | **CN to share correspondence between Pembrey and Burry Port Town Council and the CC’s office with the CoS** | **CN** |
| **PB 89** | **Extraordinary SEG be arranged in the next 3-4 weeks to include the CC, PCC, Director of Estates, Director of Finance and Chief Finance Officer; with the aim of receiving an update from the review consultant, reaffirming the direction of the strategy and reviewing how the PCC would hold the CC to account for estates activity moving forward** | **Director of Estates** |
| **PB 90** | **CN to brief the CC on the specific case relating to an alleged hate crime** | **CN** |