**Meeting: Policing Board**

**Venue: Teams Meeting**

**Date: 05th Sep 2022**

**Time: 09:00 – 11:18**

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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)  Chief Constable Dr Richard Lewis (CC)  Carys Morgans, Chief Executive, OPCC (CEX)  Beverly Peatling, Chief Finance Officer, OPCC (CFO)  Edwin Harries, Director of Finance (DoF) |
| **Also, Present:** | T/Insp Richard Davies, Staff Officer, DPP (RD)  Ellen Jones, Executive Support Officer, OPCC (EJ) |

**Outcomes for this meeting:**

1. To hold the Chief Constable to account
2. To focus on the monthly theme
3. To escalate matters to Policing Accountability Board and cascade to the Force Governance Arrangement.

**Administrative Matters**

**Apologies and Introductions**

The PCC welcomed RD to his first Policing Board as the new Force staff officer.

**Update on actions from previous meetings**

The minutes of the previous meeting were deemed as a true and accurate record of the meeting.

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| **Decision No** | **Summary** |
| PB T3 37 | The PCC approved the Digital Forensics Software – UFED report at a cost of £3,825 |
| PB T3 38 | The PCC approved the Digital Forensics Software: AXIOM license renewal at a cost of £55,000. |
| PB T3 39? | The PCC approved the purposed contract extension for Force catering service |

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| **Action No** | **Summary** | **Update** |
| PB 143 | OPCC to arrange Police and Crime Panel Members visit to HQ | In progress - 23rd Sept date confirmed |
| PB 147 | OPCC to consider process for scheduling Policing Board agenda items | In progress- OPCC Business manager beginning post 06/09 |
| PB 148 | CC to seek reassurance regarding custody CCTV and affray risks | On Agenda |
| PB 161 | CEX to draft an agenda for the Police and Crime Panel’s seminar and visit of HQ | Complete |
| PB 162 | The CC to review the Force’s actions at the long course weekend Wales regarding traffic arrangements and provide a de-brief to the PCC | Complete |
| PB 163 | Consideration to be given to the engagement of rape survivors | In progress- OPCC in discussions with D/Supt Protecting Vulnerable People |
| PB 164 | CN to send the Nyxoid pilot evaluation over to the PCC | Complete |
| PB 165 | CBRE- Facilities Management Contract extension to be reviewed by OPCC before signing off as a decision | Complete |
| PB 166 | HR report to be discussed at the next Policing Board meeting | On Agenda |

**Standing Items**

* 1. Chief Constable’s Update

The CC provided an overview of the paper provided prior to the meeting. He informed the Board that the HMICFRS Police Effectiveness, Efficiency and Legitimacy (PEEL) inspection report had been published on the 18th of August 2022. The report confirmed that the Force had made improvements in its recording of crime, resulting in the discharge of its cause for concern. The CC informed that his formal response to the report is being prepared and would be forwarded to the OPCC in advance of next Policing Board meeting.

**Action: CC’s formal response to HMICFRS PEEL inspection report to be sent to OPCC prior to the next PB meeting**

The CC stated that the Force is coming to the end of a busy summer period with many events including the Royal Welsh, Eisteddfod, and Common Wealth games. A discussion ensued in relation to the crime data from the summer demand and how this information will assist with future planning.

The PCC stated that the acknowledged the Force’s improvements stated in the PEEL inspection report but reiterated that the Force could always improve. The CC agreed with the PCC and acknowledged that improvements need to be made within the Force.

A discussion then ensued regarding Force and OPCC engagement at the Royal Welsh and Eisteddfod. The PCC informed the CC of feedback he had received and suggested that these events are to be reviewed and improved to support enhanced public engagement. The CC expressed his support to increase the Force and OPCC presence and suggested that the PCC and himself work closely with the engagement & recognition and events officer and OPCC engagement team to create an agenda for the events.

**Action: OPCC and DPP to plan future engagement events and agendas in consultation with the CC and PCC**

The CC welcomed RD as the newly appointed staff officer and informed that T/Supt Jolene Mann had been successful in securing the position of national support lead for CC Lewis’s Performance portfolio and would be providing support on national performance matters. The CC stated that the 20th birthday celebration for Police Community Support Officers had been well attended and a great celebration.

It was noted that in recognition of a decade since the murder of April Jones, a memorial service would be held in Police Headquarters at the end of September. A service will also be held in Machynlleth, which the Force would attend.

* 1. Police and Crime Commissioner’s Update

The PCC provided a verbal updated to the Board highlighting key events and meetings including the Criminal Justice Board for Wales and his recent attendance at the Eisteddfod and Royal Welsh. The PCC highlighted the ongoing re-appointment of Parliament and suggested that the Force and OPCC engage with the Policing Minister and Home Secretary after they are appointed to discuss the ongoing matter of policing pressures. The CC was in agreement.

**Action: Force and OPCC to engage with Policing Minister and Home Secretary following their appointment**

* 1. Finance Report

The DoF provided an overview of the financial report that was circulated prior to the meeting. The report highlighted the current financial challenges and the Force’s current financial position. The PCC highlighted the positive outlook on the predicited current in-year budget. He questioned the Force’s planning for the upcoming financial pressures and whether the Force had published any further communication to its officers and staff regarding the Force’s financial management plans. The DoF responded informing the PCC that the Force had already began its required action for the upcoming financial pressures. He informed the PCC that no further communication had been shared with officers and staff.

The PCC referenced the Force’s use of its newly installed solar panels and queried as to whether a more sustainable approach elsewhere could be used to aid with costs. The DoC informed the PCC that the Force estates department have a sustainability plan in place which will be reviewed under the Force review.

CFO informed the Board that in the recent Force review meeting a detailed discussion ensued regarding the financial savings and communication to wider staff, which Human Resources (HR) are progressing. The CFO commented on the financial outlook and reiterated that there is vast uncertainty with the current rates of inflation and that a cautious approach is needed. The CFO informed that the Police funding formula review response is required by the 2nd of October and is in progress of being drafted.

The PCC raised concerns in relation to the cost-of-living crisis. He stated that the rise in costs is impacting the public with winter pressures yet to come. The PCC questioned as to whether the Force had considered internal support for officers and staff. The CC informed that the Force staff associations and HR are joint working to provide support for officers and staff. The CC stated that a joint correspondence is due to be sent out, and that he will bring up the matter in the upcoming Chief Officer Group (COG).

**Action: CC to raise the matter of a joint message regarding the cost-of-living crisis being sent to officers and staff from the Staff Association and HR in next COG.**

* 1. Risk (PB 148,CC to seek reassurance regarding custody CCTV and affray risks)

The PCC noted the CC’s response that was circulated prior to the meeting and was reassured with the actions in place.

* 1. HR Report

The PCC expressed his thanks for the vast amount of data provided in the report that was circulated prior to the meeting. A discussion ensued regarding police staff and highlighted that the figure for the officer ranks is different to the actual figure. The PCC seeked justification for this. The CC informed that a detailed piece of work to provide reassurance can be provided, which would detail the resilience required. The PCC questioned as to whether staff on secondments also impact the figures. The CC informed that staff on secondments do not have their roles backfilled. The CFO informed that staff of secondments are still Dyfed Powys Police employed.

The CFO posed the suggestion that the OPCC executive team review the aims and objectives of future HR reports and she noted some errors with the data provided. The CC welcomed this suggestion and also informed that as per page 2 of the presented report, HR are due to recruit a dedicated performance analyst which will aid with providing improved HR data.

The PCC expressed his concerns with the Vale Occupational Health contract which had been deemed as not an efficient service in the report. The PCC highlighted that the Force has sought the support of a retired NHS staff and questioned as to why the Force are engaging in a service contract if it cannot provide what is required. The CC responded with his concerns of the service and informed that he will discuss with the DoF regarding any recovery costs.

CEX queried the Force flu vaccine programme and whether a cost benefit analyst of the programme had been undertaken of previous years. The CC informed that he would seek a response from Senior Responsible Officer within Force Review Team Linda Williams.

**Action: CC to review of the number of officer rank in the Force and provide justification to PCC**

**Action: OPCC Executive Team to review detail required for future HR Policing Board reports**

**Action: Review of Vale Occupational Health’s cost and outcomes to be undertaken**

**Action: Force Flu Vaccine scheme cost benefit analyst to be provided to the OPCC**

**Focus:** Performance – End 2 End review

The CC provided a brief summary of the papers providedand informed that a written response on the decisions and actions made post tomorrow’s scheduled End 2 End meeting would be provided to the PCC. The PCC sought reassurance on local community intelligence and Neighbourhood Policing Teams (NPT) and questioned whether a service could be provided to local stations to provide NPT’s with live community data. RD informed the PCC that through daily management meetings, NPT’s are made aware of recent events and incidences.

**Action: Decisions and actions from the End-to-End meeting scheduled for 6th September to be shared with the PCC.**

**Matters for Discussion**

* 1. Ceredigion Estate: Interim Update

The DoF provided a brief overview on the presentation that was circulated prior to the meeting and informed that Superintendent Ross Evans is continuing his research on the various options and associated implications. The PCC thanked the DoF for the presentation and stated that it was very informative. The PCC queried the governance progress in place as regards to decion making and was advised that matters would be progressed by the Strategic Estates Group in the first instance, which matters requiring CC and PCC consideration being escalated to Policing Board as required.

**Any Other Business**

* 1. Haverfordwest Custody staffing

The PCC was reassured by the CC response that had been provided prior to the meeting in relation to concerns raised by Independent Custody Visitors (ICVs). A response would be provided to the ICVs advising them of matters.

**Action:** **OPCC to respond to concerns raised by the Independent Custody Visitors**

* 1. Digital Forensics Software – UFED single tender report

CFO stated that the single tender report has been reviewed and provided her support to approve. The PCC approved the report following the due diligence review of the CFO.

**Decision: The PCC approved the Digital Forensics Software – UFED report at a cost of £3,825**

* 1. Digital Forensics Software: AXIOM license renewal report

CFO stated she had reviewed the license renewal report and provided her support to approve. The PCC approved the license renewal following the due diligence review of the CFO.

**Decision: The PCC approved the Digital Forensics Software: AXIOM license renewal at a cost of £55,000.**

* 1. Contact Extension- Catering Service

CFO stated that the contract extension has been reviewed and provided her support to approve. The PCC approved the contract extension.

**Decision: The PCC approved the purposed contract extension for Force catering services**

* 1. Force performance

The CC informed the Board of an incident that demonstrated the great performance of the Force Communication Centre. The CC informed of an incident where a call handler had aided a victim of domestic abuse. The PCC suggested that recognition is given to the staff member and the possibility to use the incident as a case study. The PCC asked the CC to express his thanks to the individual.

**Review of all actions and decisions taken** (Chair)

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| **Action No** | **Summary** | **To be progressed by** |
| PB 167 | CC’s formal response to HMICFRS Peel inspection report to be sent to OPCC prior to the next PB meeting | RD |
| PB 168 | OPCC and DPP to plan future engagement events and agendas in consultation with the CC and PCC | OPCC Engagement &  Recognition and Events Officer |
| PB 169 | Force and OPCC to engage with Policing Minister and Home Secretary following their appointment | OPCC / DPP |
| PB 170 | CC to raise the matter of a joint message regarding the cost-of-living crisis being sent to officers and staff from the Staff Association and HR in next COG. | CC |
| PB 171 | CC to review of the number of officer rank in the Force and provide justification to PCC | CC |
| PB 172 | OPCC Executive Team to review outcomes of future HR Policing Board reports | OPCC |
| PB 173 | Review of Vale Occupational Health’s cost and outcomes to be undertaken | DoF |
| PB 174 | Force Flu Vaccine scheme cost benefit analyst to be provided to the OPCC | DPP |
| PB 175 | Decisions and actions from the End-to-End meeting scheduled for 6th September to be shared with the PCC. | CC |
| PB 176 | OPCC to respond to concerns raised by the Independent Custody Visitors | OPCC |