



Mae'r ddogfen hon ar gael yn Gymraeg yn ogystal â Saesneg.

This document is available in Welsh as well as English.

<b>Members:</b>	Mr Christopher Salmon, Police and Crime Commissioner (PCC) Chief Constable Simon Prince QPM (CC) Mrs Jayne Woods, Chief Finance Officer (CFO) Ms Samantha Gainard, Director of Legal and Compliance (DoL) Mr Adrian Williams, Director of Resources (DoR)
<b>Also Present:</b>	Dr Helen Morgan-Howard, Chief of Staff, OPCC (HM-H) Mrs Sharon Richards, Performance Manager, OPCC (SR) Mrs Alison Perry, Director of Commissioning, OPCC (ALP) Insp. Mark McSweeney, Staff Officer to the Chief Constable (MMS) Mrs Claire Bryant, Office Manager, OPCC (CB)
<b>Apologies:</b>	Mr Tim Burton, Deputy Police and Crime Commissioner (DPCC) Mr Edwin Harries, Director of Finance (DoF) Deputy Chief Constable, Carl Langley (DCC) Assistant Chief Constable Liane James (ACC)

ACTION SUMMARY FROM MEETING ON 17/09/2015		
Action N <sup>o</sup>	Action Summary	Progress:
<b>PAB 253</b>	<b>Force to clarify whether IOM data includes members who are currently in prison</b>	<b>Completed</b>
<b>PAB 254</b>	<b>Costs of IOM scheme (to include property, analyst and cost to other agencies) to be presented at October Policing Accountability Board meeting</b>	<b>Completed</b>
<b>PAB 255</b>	<b>Data relating to individuals leaving the IOM scheme to be reported at October Policing Accountability Board meeting, including re-offending and employment rates at 6, 12 and 24 months</b>	<b>Completed</b>
<b>PAB 256</b>	<b>Online crime reporting presentation to be given at November Policing Accountability Board meeting</b>	<b>In progress</b>
<b>PAB 257</b>	<b>OPCC to review community resolution menu consultation in relation to commissioned services</b>	<b>In progress</b>
<b>PAB 258</b>	<b>MASH update to be presented at October Policing Accountability Board meeting</b>	<b>Completed</b>
<b>PAB 259</b>	<b>Activity Based Costings to be refreshed</b>	<b>Completed</b>

<b>PAB 260</b>	<b>Force to consider which data within the latest Action Fraud report could be shared with the public and to examine the potential for a local fraud information service</b>	<b>Completed</b>
<b>PAB 261</b>	<b>Force to undertake an analysis of SAR investigation levels by the end of October</b>	<b>In progress</b>
<b>PAB 262</b>	<b>Profile of sexting cases to be presented at October Policing Accountability Board meeting</b>	<b>Completed</b>
<b>PAB 263</b>	<b>Full review of PINs process to be presented at November Policing Accountability Board</b>	<b>In progress</b>
<b>PAB 264</b>	<b>External Funding Manager to discuss Innovation Fund bids with CC prior to submission of Expressions of Interest on 18<sup>th</sup> September</b>	<b>Completed</b>
<b>PAB 265</b>	<b>Chief Officers to disseminate message that all funding bids and ideas should be discussed with External Funding Manager in advance of submission</b>	<b>Completed</b>
<b>PAB 266</b>	<b>Further detail regarding University of Wales research to be shared with OPCC</b>	<b>In progress</b>
<b>PAB 267</b>	<b>Further information regarding ARV staffing to be shared with CFO</b>	<b>Completed</b>

### **Minutes of the Accountability Meeting held on 17<sup>th</sup> September 2015 and Matters Arising**

The PCC requested that further consideration be given to the data Welsh Government data regarding road traffic incidents, to include information on journey length.

#### **Action: SR to further consider Welsh Government road traffic data, to include journey length**

PAB 253 and 254 – The CC confirmed the data did include those currently in prison. The total costs of the IOM scheme totalled £776,000. A full breakdown would be sent to the PCC following the meeting.

PAB 255 – 191 members had left the IOM schemes since 2013. The CC reported it was difficult to track the individuals without individually searching them on the Police National Computer. It emerged that employment data was not held by DPP but by Job Centre Plus, with whom there was not currently a data sharing agreement. The CC stated that formal contact with members ended when they left the IOM scheme, however SR highlighted that some may voluntarily engage with partner agencies such as substance misuse programmes. The PCC queried if a dip sampling exercise could be completed. The CC stated this could be done, however it emerged that data was collected regarding individuals returning to the scheme. The PCC requested data pertaining to this.

**Action: Data regarding individuals re-joining IOM at 6, 12 and 24 months to be provided at March Policing Accountability Board**

**Action: OPCC to consider options for conducting exit surveys on IOM graduates, to include employment prospects**

PAB 257 – ALP would be meeting Chief Inspector Templeton next week to discuss the matter.

PAB 258 – the CC provided a verbal update, stating that locating suitable premises continued to be an issue in Carmarthenshire. The CC echoed the PCC's frustration on the matter. It was agreed the CC and PCC would raise with the Chief Executive and Leader of Carmarthenshire County Council respectively.

**Action: CC and PCC to raise Multi Agency Safeguarding Hub issues with Chief Executive and Leader of Carmarthenshire County Council respectively**

PAB 260 – the CC considered it appropriate that Action Fraud publish their own data and DPP publish its own area specific information. The PCC requested clarity on which reports of fraud were held by DPP. The CC confirmed that all fraud cases reported to Action Fraud were included on Qlikview.

PAB 266 – MMS requested clarity on the action. SR asked if the research related to sexual offending. MMS stated he would discuss with relevant persons within the Force and provide a response.

### **Force Accountability Report on Priority 3 – Bringing People to Justice**

The CC presented the report, highlighting the main points. The CC stated that DPP proportionally put more cases to court than other Forces, thus increasing the likelihood of adverse outcomes. SR inquired if post-case audits were conducted to consider outcomes and comparisons with other areas. The CC stated that this was not undertaken, however suggested that a comparison with the detection rates would probably reinforce why there were more cases taken to court by DPP. A discussion ensued regarding scheduling issues experienced at courts, which was not favourable for the victim experience. It appeared that DPP had little influence on addressing the matter. The potential negative impact of proposed court closures on victims, in particular those in domestic abuse cases, was raised by the CC and DoL with the Senior Presiding Judge. ALP queried if conviction rates were improved when cases were conducted in specialised domestic violence courts. This was not known but the matter had been discussed with the Senior Presiding Judge.

The PCC queried whether the targets regarding warrants were national or local. The CC clarified these were national targets established a number of years ago, and continued to be used as a benchmark. The PCC requested clarity on warrant categories.

### **Action: Force to clarify the different warrant categories**

The CC stated that an analysis from the Crown Prosecution Service on cases not progressed under Transforming Summary Justice was anticipated and would be considered by the Local Criminal Justice Board in due course. The track my crime test system was expected to be live imminently. The CC highlighted that the report had stated there had been significant technical problems which remain unresolved in relation to mobile data, however the software issue had been resolved by Kelvin Connect.

Concern was raised over the amount of time allowed for individuals to undertake education courses prior to proceeding to court. The CC and DoL clarified that this had been addressed through process improvements to issue letters in a timelier manner. It was intended that by January motoring educational course offer letters be issued within 4 months. The PCC sought assurance that the costs awarded covered the administrative costs incurred. The CC stated that the application of costs had been set at a specific level intended to cover the costs involved in undertaking the process.

### **Action: Force to confirm costs of Police Led Prosecutions by the end of November**

### **Action: Motoring educational course offer letters data to be revisited at January Policing Accountability Board meeting**

The CC provided clarity on the new smoke free cars legislation. A discussion ensued regarding the collection of data regarding warnings issued. It was agreed that data would be available when fixed penalty notices were issued, but warnings would not be recorded.

The 'Make a Plea Online' pilot was ongoing, with the Ministry of Justice estimating a live launch of January 2016.

The PCC requested further information regarding the proposed future RIDE course for motorcyclists. The CC assured a full proposal would be presented to the PCC in due course.

ALP requested clarity regarding pre-charge advice on cases. The CC explained that advice from the CPS would be provided via the digital portal in place of over the telephone.

SR queried if any initial feedback on the bail management pilot and consideration of the impact on Force resources had been received. The CC stated that nothing had been received to date and no adverse impacts had been identified as yet.

### **OPCC Accountability Report on Priority 3**

SR presented the section pertaining to the Out of Court Disposals Panel. The number of cases deemed not appropriate had reduced over time. The Panel had highlighted points of learning, including raising awareness of issues with officers, enforcing legislative changes and improving communications between agencies. SR stated that these points were fed back via training and forums. The DoL considered it would be beneficial to feed the actions into the Learning the Lessons committee. The CC and PCC thanked the Panel for their work. The PCC thanked the CC and team for their work towards the positive improvements in out of court disposals as it demonstrated that DPP had responded to public concern. SR highlighted that reservations were usually expressed around the process than the caution itself.

**Action: SR to send actions from Out of Court Disposal Panel to DoL for dissemination at Learning the Lessons committee**

ALP presented the remainder of the report. The technological issues highlighted surrounding Live Links was a national issue. Live Links was due to be discussed at the Local Criminal Justice Board (LCJB) meeting on 20<sup>th</sup> October. The Criminal Justice Department were in the process of considering location proposals to inform a business case to be presented to the LCJB in due course.

The Victim's Hub was reported as working well. The inclusion of support for victims of Fraud was being considered. A discussion ensued regarding including Citizen's Advice in the Witness Care team. The PCC urged that the roles of the three contact points of Victim's Support, Witness Care and the Public Service Bureau (PSB) be simplified and clarified. It emerged that some difficulties regarding IT access to shared systems to allow data sharing were being experienced. The PCC expressed frustration over the matter and urged it be resolved urgently. The CC highlighted that issues such as this should be escalated to the CC's attention as soon as they occur.

**Action: OPCC to identify IT access issues regarding Victim's Hub and PSB as soon as possible**

**Action: CC to rectify access to Force systems for Victim's Hub and PSB as a matter of urgency**

The DoR stated that there was a need to ensure the proposed Restorative Justice training complimented the Force's comprehensive training programme. ALP assured that planning was taking place with relevant representatives from the Force. A discussion ensued regarding victim's awareness of restorative justice options. The facility was being promoted by officers, the Help Hub, Witness Care and publicity in courts. Detailed data regarding restorative justice intake would be provided each quarter and considered at the next priority 3 Policing Accountability Board.

**Action: Restorative Justice data to be considered at next priority 3 Policing Accountability Board meeting (April 2016)**

ALP expressed her thanks to the ACC for the work regarding the process mapping project. The Terms of Reference, project outline and initial costs would be discussed at the forthcoming LCJB meeting. The PCC stated that the project would be funded and overseen by the LCJB.

### **OPCC Monitoring Performance Report**

SR presented the report to the Board, highlighting the alteration in approach whereby three specific areas had been focussed on this month; fraud, firearms and value for money profiles and staff costs. The OPCC had prepared questions prior to the meeting which had been circulated to the Force. At the meeting, the Force answered those questions and the Performance Report would be updated with the Force's responses.

The Force shared a flow diagram detailing how reports of fraud were dealt with. A discussion ensued regarding public awareness of how to report fraud. The PCC considered it would be pertinent to include an assessment of the public's understanding of how to report fraud in the forthcoming OPCC business crime survey. The CC highlighted that DPP investigated all fraud cases reported to DPP. The PCC queried if the victim's right for review applied to fraud cases. The CC stated it did, as with non-fraud cases. Very few cases resulted in reviews.

**Action: OPCC to include an assessment of the public's understanding of how to report fraud and experiences of being updated on progress of fraud cases in the forthcoming OPCC business crime survey**

The PCC inquired if there had been any developments regarding collaboration on firearms licence processing. The CC reported no further developments. A discussion ensued regarding the processing of firearms licencing. The DoL explained the current situation, stating that temporary permits were being issued when cases were delayed. Firearms licencing surgeries would be held in the New Year to liaise with members of the public with queries regarding their applications.

**Action: Data regarding the number of temporary firearms permits issued to be provided at a future Policing Accountability Board meeting**

**Action: DoL to provide PCC with dates of firearms surgeries by December**

A discussion ensued regarding employee costs. The PCC queried how far forward recruitment plans were being forecast. The DoR stated there was an indicative three year plan being developed, with additional detail for the first year. The CC stated that a recruitment freeze was an emergency measure which he was trying to avoid. The PCC requested quarterly updates of staff and officer numbers in graph form.

**Action: Staff and officer numbers graphs to be provided on a quarterly basis**

## Questions from the Chief Officer Group Minutes

HM-H sought assurance that vacant roles were being advertised externally as agreed at Policing Board. The CC stated that the future of any roles due to become vacant were being considered prior to advertising. The CC was awaiting an update from the College of Policing regarding officer advertisements prior to enforcing external advertising. The PCC stated the expectation was for all posts to be advertised externally as agreed previously. The CC suggested that the matter be reconsidered to allow for legal compliance regarding re-deployment opportunities in the future. It was clarified that the Force were not currently in a re-deployment situation.

The PCC sought assurance that the recent extension of the Forensic Medical Services contract would not be further extended. It emerged that the extension was to allow discussions with Local Health Boards. The CC agreed to share the timescale plan with the PCC.

**Action: CC to share timescale plan for Forensic Medical Science contract with PCC by the end of November**

SR requested to be kept abreast of the performance data analysis being undertaken by the Force.

**Action: Force to keep SR abreast of performance data analysis being undertaken**

The PCC was encouraged by DPP officers' involvement in police sports teams and endorsed the CC's move to encourage more involvement.

## Any Other Business

The PCC highlighted that subject to arrangements being finalised, it was intended for the November Policing Accountability Board meeting to be held in a public location and be web-cast.

ACTION SUMMARY FROM MEETING ON 15/10/2015		
Action N <sup>o</sup>	Action Summary	To be progressed by:
<b>PAB 268</b>	<b>SR to further consider Welsh Government road traffic data, to include journey length</b>	<b>SR</b>
<b>PAB 269</b>	<b>Data regarding individuals re-joining IOM at 6, 12 and 24 months to be provided at March Policing Accountability Board</b>	<b>CC</b>
<b>PAB 270</b>	<b>OPCC to consider options for conducting exit surveys on IOM graduates, to include employment prospects</b>	<b>OPCC</b>



<b>PAB 271</b>	<b>CC and PCC to raise Multi Agency Safeguarding Hub issues with Chief Executive and Leader of Carmarthenshire County Council respectively</b>	<b>CC / PCC</b>
<b>PAB 272</b>	<b>Force to clarify the different warrant categories</b>	<b>MMS</b>
<b>PAB 273</b>	<b>Force to confirm costs of Police Led Prosecutions by the end of November</b>	<b>DoL</b>
<b>PAB 274</b>	<b>Motoring educational course offer letters data to be revisited at January Policing Accountability Board meeting</b>	<b>DoR</b>
<b>PAB 275</b>	<b>SR to send actions from Out of Court Disposal Panel to DoL for dissemination at Learning the Lessons committee</b>	<b>SR</b>
<b>PAB 276</b>	<b>OPCC to identify IT access issues regarding Victim's Hub as soon as possible</b>	<b>HM-H / ALP</b>
<b>PAB 277</b>	<b>CC to rectify access to Force systems for Victim's Hub as a matter of urgency</b>	<b>CC</b>
<b>PAB 278</b>	<b>Restorative Justice data to be considered at next priority 3 Policing Accountability Board meeting (April 2016)</b>	<b>ALP</b>
<b>PAB 279</b>	<b>OPCC to include an assessment of the public's understanding of how to report fraud and experiences of being updated on progress of fraud cases in the forthcoming OPCC business crime survey</b>	<b>SR</b>
<b>PAB 280</b>	<b>Data regarding the number of temporary firearms permits issued to be provided at a future Policing Accountability Board meeting</b>	<b>DoL</b>
<b>PAB 281</b>	<b>DoL to provide PCC with dates of firearms surgeries by December</b>	<b>DoL</b>
<b>PAB 282</b>	<b>Staff and officer numbers graphs to be provided on a quarterly basis</b>	<b>DoR</b>
<b>PAB 283</b>	<b>CC to share timescale plan for Forensic Medical Science contract with PCC by the end of November</b>	<b>CC</b>
<b>PAB 284</b>	<b>Force to keep SR abreast of performance data analysis being undertaken</b>	<b>Force</b>