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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)  Chief Constable Mark Collins, DPP (CC)  DCC Claire Parmenter, DPP (DCC)  Assistant Chief Constable Emma Ackland, DPP (ACC)  Carys Morgans, Chief of Staff, OPCC (CoS)  Beverley Peatling, Chief Finance Officer, OPCC (CFO) |
| **Also Present:** | Emma Northcote, Senior Manager Corporate Communications, DPP (EN) (item 5c)  Superintendent Craig Templeton, DPP (CT) (item 5b)  Superintendent Ifan Charles, DPP (IC) (item 7a)  Chief Inspector Chris Neve, DPP (CN)  Mair Harries, Executive Support Officer, OPCC (MH) |
| **Apologies** | DoF Edwin Harries, DPP (DoF) |



**Meeting: Policing Board**

**Venue: Skype Meeting**

**Date: 13th of January 2021**

**Time: 11:00 – 14:00**



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| **Action No** | **Action Summary 8th of December** | **To be progressed by** |
| **PB 2452** | **The PCC and CoS to review the response of the Digital Desk to complaints directed to the Force via social media to ensure that no correspondence fall by the wayside.** | **Complete** |
| **PB 2453** | **An update from the Estates Gold Group to be provided at the next Policing Board meeting.** | **Complete** |
| **PB 2454** | **The Force to consider including Estates Risks on the Force Risk Register and the OPCC Risk Register.** | **Complete** |
| **PB 2455** | **EN to consider the PCC’s participation in the Fraud Live conversation.** | **Complete** |
| **PB 2456** | **Force to provide a report regarding the increase in mid to higher ranking officer numbers.** | **Complete** |
| **PB 2457** | **The Force to provide the PCC with a report outlining the investment in police staff numbers over the last 4 years.** | **Complete** |
| **PB 2458** | **The PCC and EH-D to discuss drugs consumption rooms.** | **Complete** |
| **PB 2459** | **Catherine Davies to provide a written update of ongoing RMS work to the OPCC.** | **Complete** |
| **PB 2460** | **Durham University to provide additional information regarding a breakdown of the length of service of officers taking the survey.** | **Ongoing** |
| **PB 2461** | **The Capital Build Group and the Strategic Estates Group to further review the Estates Strategy prior to final sign off by the Police and Crime Commissioner.** | **Complete** |
| **PB 2462** | **The Strategic Estates Group to consider the request in relation to the use of Kidwelly Police Station.** | **Complete** |
| **PB 2463** | **Board members to consider the document ahead of the next Strategic Estates meeting. Initial thoughts and feedback to be provided to the DoE by the Capital Build Board on Thursday the 10th of December.** | **Complete** |

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| **Decision No** | **Decision Summary** |
| **PB T2 136** | **The Board agrees to sign the document apart from the section referring to Fleet services.** |
| **PB T2 137** | **The PCC agreed to hire the services for Richard Davies, Evbex Consulting to support the review into the Estates operation** |

**2. Minutes**

The minutes of the previous meeting held on the 8th of December 2020 were deemed to be a true and accurate reflection of the discussion held at the time.

**3. Operational and Organisational Update**

The CC provided an update on operational matters across the Dyfed-Powys Force area. The CC began by providing an update on an individual arrested in Aberystwyth shortly before Christmas charged with drugs offences in the town. The CC also stated that a defendant charged with several assaults in a domestic incident was sentenced to a 4-year prison sentence by the Crown Court on the 13th of December. The CC updated the Board on a sudden death in Saundersfoot on the 26th of December, praising the positive response and positive engagement with the community.

The CC stated that 21 assaults on officers had taken place since the 8th of December ranging from kicking and hitting to spitting and head-butting. The CC stated that the position was being monitored as there appears to be a growing trend nationally of assaulting officers.

It was noted that Dyfed-Powys Police Superintendent Mike Melly has been appointed manager of a department within the all-Wales Joint Firearms Unit (JFU). The Unit had previously lacked representation from Dyfed-Powys Police and the Superintendent’s appointment had been well-received.

It was noted that following an inspection by Her Majesty’s Inspectorate of Constabulary Fire and Rescue Service (HMICFRS) the Force was complimented on its financial governance. The PCC remarked that this was pleasing to hear and requested that his gratitude was passed to the DoF and the team.

The Board learnt that Dyfed-Powys Police would be providing mutual aid to support Kent Police’s Operation Blythe which responds to the Covid-19 pandemic. The CC stated that Dyfed-Powys Police’s own Covid-19 response, Operation Dovecote, was currently supporting Welsh Government direction by monitoring car parks near beauty spots such as the Brecon Beacons to reduce the number of people making unnecessary journeys during the lockdown period.

A discussion ensued on responses to the ITV1 drama ‘The Pembrokeshire Murders’ partly based on true events and Dyfed-Powys Police’s Operation Ottawa investigation, and the potential impact on victims and the local community.

**Action: A joint press release to be issued responding to ITV1’s ‘The Pembrokeshire Murders’ highlighting the impact on the community in Pembrokeshire.**

Emma Northcote provided a brief update on a missing persons’ case in Llandysul following concerns on social media that the Force hadn’t engaged with the community regarding the case. The ACC stated that the investigation is ongoing with significant searches taking place in the area.

The DCC provided an update on the Force Management Statement (FMS) stating that the Force’s governance manager Kerrie Phillips was liaising regularly with the Chief Officers and with the Office of the Police and Crime Commissioner (OPCC) to ensure positive changes to increase efficiency. It was noted that the HMICFRS FMS lead had hosted a debrief with the Force since the previous Policing Board and concluded that the Force had improved its governance procedures. The PCC queried when the work will be concluded and was informed that a few tasks were outstanding on the project. These include conducting a review of risk and establishing two top-level boards (one to review operational performance and one to monitor organisational performance and FMS financial planning). The DCC stated that Chief Officers were finalising these plans on the 14th of January prior to asking Kerrie to engage further with the OPCC.

The DCC provided further organisational updates including that the first Dyfed-Powys Police graduation for cohorts of the Diploma for Professional Policing Practice would take place in February.

**Action: PCC to attend part of the graduation ceremony for cohorts of the Diploma for Professional Policing Practice on the 5th of February if possible.**

**4. PCC’s Update**

The PCC provided an update to the Board of his local and national commitments since the previous Policing Board. He stated that he continued to be involved in a domestic homicide review through his ongoing work with the Welsh Government to establish a central repository.

The PCC stated that he would be providing an input to the Association of Police and Crime Commissioners (APCC) General Meeting next week on his work with the National Police Air Service (NPAS) and surrounding work streams on aviation in general.

The PCC notified the Board that he would be meeting with Farmers’ Union Wales (FUW) and the National Farmers’ Union (NFU) in the next week following concerns in the rural community that rural crime is rising in the Dyfed-Powys Force area, specifically the theft of quadbikes and sheep worrying. The PCC will be meeting with Supt Robyn Mason the Force’s Ceredigion Basic Command Unit (BCU) commander next week to review the situation. The ACC stated it was important that the impact of Covid-19 on demand should not adversely affect the Force’s ability to respond to rural crime.

**Action: Following a perceived rise in complaints of rural crime, the topic should be scheduled as a focus area at Policing Board.**

The PCC closed his updated by stating that he continued to be involved with lobbying the Welsh Government with regard to providing the Covid-19 vaccine to police officers as a matter of priority.

**5. Standing Items**

**a) Risk**

The Board received an update on the Force’s risk register. The PCC stated that he was grateful for the detailed report. The discussion commenced with a review of the Force’s European Exit preparations and the implications of Brexit. The DCC stated that the Force have focused tactical and operational resources on ports within the Force area. The Force continues to work with the ports to share best practice. Dyfed-Powys Police Chief Inspector Paul Ridley (Operational Planning) is currently reviewing border control and the implications for hauliers.

The discussion moved on to Road Traffic Toxicology which has remained an issue for the Force for some time. Chief Officers stated that there is a Gold and Silver command structure in place to monitor the situation, and the Force’s Assistant Director of Scientific Support Glan Thomas attends regular meetings with Chief Officers. It was noted that although the risk has been marked as ‘Red’ on the Red Amber Green (RAG) rating, capacity has been increased to delve into the backlog of cases.

The Board discussed the Force’s fall-back site which has a Gold Group dedicated to monitoring the situation and ensure ongoing resilience. It was noted that the Force’s Head of IT Steve Havard was involved in ongoing discussions with Capita, the consulting, digital services and software business currently providing the fall-back site service for the Force. The Gold Group submitted a report to the Chief Officer Group (COG) in January 2021 seeking to implement changes to the procurement processes of cloud-based systems and provide the Force with a strong capability model for the future. It was noted that this would provide the Force with several benefits including progressing the agile working project and improve communication capabilities with the public. The PCC queried when an update would be available on the procurement of this service and was informed that the Force’s Procurement and Contracts Manager Faye Ryan and the Force’s ICT Product and Programme Manager would be reviewing the technical specification to expedite the procurement process. It was noted that the DoF was cited of all developments.

**b) Covid-19**

CT provided an update on the response phase to the Covid-19 pandemic. He stated that the current regional picture is precarious with pressure on the health boards and local authorities in the Force area due to sickness rates and self-isolation rates. It was noted that a multi-agency meeting was in place to monitor the situation, and the local authority are actively involved in lending resources to the health boards.

CT stated that since the start of December 2020 a significant increase in infection rates has taken place within Force. The number of staff and officers in-Force testing positive for Covid-19 has increased with 150 testing positive since the 1st of December 2020. This figure does not include individuals who have experience close contact nor those self-isolating. Acting Inspector Katie Davies is leading an internal test and trace protect team to identify close contact at work.

It was noted that officers are patrolling in single crews at the present in order to minimise officer contact where possible. Across all Dyfed-Powys Police buildings the use of face masks is mandatory. CT stated that compliance has been significant and resulted in the Force abstraction rate reducing from 20% in December 2020 to between 6% and 7% by January the 13th.

CT stated that the impact of long periods of home working has had a negative impact on some staff’s mental wellbeing. The effect on mental health on staff across the country was recognised with CT stating that the Force is in constant communication with staff associations to ensure best practice. It was noted that a self-assessment tool had been added to the Force’s Occupational Health website at the start of the pandemic in March 2020 to support those suffering with their mental health due to the lockdown.

CT moved on to operational demand, where COVID related reports are reaching between 30-40 a week, which is a similar position to North Wales Police. CT stated that there had been however an increase in queries to the Force Command Centre (FCC) with members of the public wanting to know what they are and are not allowed to do during the lockdown.

The discussion moved on to enforcement. Dyfed-Powys Police continue to endeavour to engage with the public and educate them on what constitutes as essential journey. It was noted that the Force has given out 50-55 enforcement notices in the last 6 weeks in comparison with the 500 issued by South Wales Police. The PCC queried what the ethnicity breakdown was for those receiving enforcement notices. CT stated that a piece of work was undertaken last year which concluded that only small numbers of notices have been handed to the Black Asian Minority Ethnic (BAME) community however due to the ethnic breakdown of the Force even a small number of notices can make the figures seem disproportionate. It was noted that all figures are referred to the Force’s Ethical Use of Police Powers group which scrutinise the number of enforcements, and the Force’s Superintendent Gary Davies is working to ensure that all such data is public facing on the Force’s website.

**Action: The Board to be provided with a narrative regarding the enforcement numbers for BAME.**

It was noted that the Force’s Smarter Working policy has been finalised. It will be published at the right time to start talking about Force recovery after the pandemic in order to keep the workforce mind-set on being careful and vigilant during the current lockdown. It was noted that home working practices continue to be monitored. Staff have the correct IT kit to work at home, and towards the end of November 2020 Reassurance Sessions and Smarter Working updates were hosted online by CT to answer questions from staff. These were well-received and will be hosted again in future.

**c) Engagement and Communication**

EN stated that the comms team has completed its restructure and appointed a Recognition and Events officer which focuses what the Force can do to ensure individuals feel supported and valued. EN stated that she is scheduling a planning day with the OPCC Engagement and Policy Managers to ensure they are working together effectively. Covid-19 remains the focus for the team and has been the dominant demand on resources since late November.

EN is working with the Serious and Organised Crime Team (SOCT) on a monthly priority plan for the team which is also being broken down by communities.

EN stated that the Digital Desk is up and running. The Force’s Digital Communications Officer Ben Cole had provided an input to the National Police Chiefs’ Council (NPCC) on the 12th of January on the national roll out for social media management. The Force is also providing advice to other forces on reducing their number of social media accounts and setting up their own digital desks on a small budget. Ben’s model has been recognised nationally and EN continues to receive requests for assistance from other forces.

EN stated that she is working on a guidance provided by the NPCC for Chief Officers in relation to dealing appropriately with abuse on Twitter.

The PCC asked whether the Force was working on creating community newsletters. EN stated that the first set of newsletters were distributed before the first Covid-19 lockdown in 2020. There are 17 versions of the newsletter targeted at different communities across the Force including central content and local information. All content must be sent to the comms team, and it was noted that in the first edition every article needed amendments by the comms team resulting in increased demand on the team. The second edition has seen improvements however there were no editions in the summer and autumn due to significant demand on the team during the Covid-19 lockdown between March and the summer. In addition, Neighbourhood Policing Teams (NPTs) have received social media training ahead of the launch of 17 Facebook accounts this month in 17 NPTs across the Force area. The second newsletter will be published in 2 weeks. The PCC said it would be important to ensure, check and test that the newsletters are being seen and received by the community. The PCC also said that he would be interested in leading a rural crime newsletter on behalf of the Force and the OPCC.

The PCC queried the performance of 101 call handlers. The ACC stated that statistics are being collected to present at the next Force Performance Board. The PCC said that the NFU praised quick work by the Force in a case of non-payment which had been reported to the Police online.

EN provided a brief update on the loss of information from the new Single Online Home site which will need to be transferred again from the old Dyfed-Powys Police website. EN stated that there wasn’t sufficient time given to her team to transition from the old website to the new one.

**Action: The ACC and EN to liaise regarding Single Online Home outside of the Policing Board meeting.**

**7. Any Other Business**

**a) Circular Economy**

IC provided a report on the funding programme for Circular Economy. The project is an opportunity to work with partners in health, local authority, fire and other organisations which link in with Public Service Boards.

CN stated that Welsh Government have made £3.7m available for the project through Swansea and Cardiff Universities. A Circular Economy group has been created and through active negotiations with the group and the universities Dyfed-Powys Police have an agreement to create a dedicated cohort for the Force. A 10-month programme has been established which will start in March 2021 and will consist of 14 cohorts of 30 members each. The cohorts will focus on making best use of resources, and is timely in light of the pandemic. It was noted that the Force is already working on some of the things the project aims to achieve including establishing sustainability boards which will create opportunities for crossover work. The proposal is for Dyfed-Powys Police to form a dedicated cohort with strategic partners in Carmarthenshire County Council, Hywel Dda Health Board and others.

CN stated that the Force would like to create multi-agency hubs which will impact on the agile working project, fleet and other areas of interest for the Force. There is an opportunity to make substantial savings by sharing resources. A discussion ensued regarding ensuring that the correct people are part of the cohort which will require a one-day abstraction per month for 10 months. CN stated that the Force would ensure that a PC, PCSO, Sergeant and Inspector from the Force attend however it would be beneficial for individuals from other departments to be involved.

The Commissioner stated he’s extremely supportive of the project. The CFO recommended having clear sight of overlapping projects, and suggested including an individual from finance in the project and from the benefits realisation team to have a clear link back to the sustainability group.

**Action: CN to feedback to Swansea and Cardiff Universities that the PCC is supportive of the Circular Economy project and is keen to work with partners.**

**Action: The OPCC Exec Team to discuss Circular Economy in their team meeting on the 14th of January and identify an individual from the OPCC to be involved in the project.**

**b) Customer Agreement Blue Light Commercial Letter (OPCC)**

The BlueLight Commercial was created to oversee and undertake procurements on a national basis to secure financial and resource savings for Forces in England and Wales. BlueLight commercial is then able to ensure continuity of supply, minimum quality requirements of products purchased and sustainability impacts when contracting.

BlueLight Commercial has requested PCCs and CCs to sign up to an Overarching Customer Agreement which sets out the principles and terms by which the Forces and the company will work together.

The CoS stated that she has liaised with the DoF and Faye Ryan and recommended signing the agreement in all parts except that regarding the Fleet services due to national concerns over its future financing plans.

**Decision: The Board agrees to sign the document apart from the section referring to Fleet services.**

**c) Custody records (OPCC)**

The PCC stated that he would be writing a letter to the Children’s Safeguarding Board and copying unitary authority Chief Execs into the correspondence regarding unsuitable accommodation for children in custody provisions. It was noted that during the pandemic in 90% of cases suitable accommodation was not available for children in custody who were then housed at police stations overnight.

**Action: Chief Inspector Stuart Bell to respond regarding how children are housed during periods of detention in custody suites.**

**d) Estates Review Single Quotation Award Report (OPCC)**

The Board received the Single Quotation Report which recommends the hiring of services for Richard Davies, Evbex Consulting to support the Estates review. This is in response to a requirement to undertake a post implementation assessment of the Estates Review undertaken in 2017 to determine the effectiveness of the implementation of recommendations. It is felt that it would be beneficial to utilise the same supplier which conducted the initial review in 2017 to maintain continuity of approach.

The DCC was satisfied that the document had been reviewed by the DoF and Faye Ryan and although the situation was slightly unusual she agreed that the process is in-line with procurement procedures if there is a business need.

**Decision: The PCC agreed to hire the services for Richard Davies, Evbex Consulting to support the review into the Estates operation**

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| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2464** | **A joint press release to be issued responding to ITV1’s ‘The Pembrokeshire Murders’ highlighting the impact on the community in Pembrokeshire.** | **Emma Northcote** |
| **PB 2465** | **PCC to attend part of the graduation ceremony for cohorts of the Diploma for Professional Policing Practice on the 5th of February if possible.** | **Mair Harries** |
| **PB 2466** | **Following a perceived rise in complaints of rural crime, the topic should be scheduled as a focus area at Policing Board.** | **Mair Harries** |
| **PB 2467** | **The Board to be provided with a narrative regarding the enforcement numbers for BAME.** | **Emma Northcote** |
| **PB 2468** | **The ACC and EN to liaise regarding Single Online Home outside of the Policing Board meeting.** | **ACC/Emma Northcote** |
| **PB 2469** | **CN to feedback to Swansea and Cardiff Universities that the PCC is supportive of the Circular Economy project and is keen to work with partners.** | **Chris Neve** |
| **PB 2470** | **The OPCC Exec Team to discuss Circular Economy in their team meeting on the 14th of January and identify an individual from the OPCC to be involved in the project.** | **OPCC Exec Team** |
| **PB 2471** | **Chief Inspector Stuart Bell to respond regarding how children are housed during periods of detention in custody suites.** | **Chris Neve** |