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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)  Beverley Peatling, Chief Finance Officer, OPCC (CFO) |
| **Also Present:** | T/Supt Craig Templeton, DPP (CT)  Chief Inspector Mark McSweeney, DPP (MM)  Teleri Williams, Equality and Diversity Welsh Language Manager, DPP (TW)  DI Richard Yelland, Staff Officer, DPP (RY)  Mair Harries, Executive Support Officer, OPCC (MH) |
| **Apologies** | Carys Morgans, Chief of Staff, OPCC (CoS)  DoF Edwin Harries, DPP (DoF) |



**Meeting: Policing Board**

**Venue: Skype Meeting**

**Date: 27th of October, 2020**

**Time: 09:30 – 12:30**



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| **Action No** | **Action Summary 25th of August** | **To be progressed by** |
| **PB 2433** | **PCC to send a letter to the Senior Investigating Officer of the Nantgaredig murder case, expressing his thanks for the Force’s exemplary work.** | **Ongoing** |
| **PB 2434** | **The PCC to liaise with his Exec Team regarding making representation to Welsh Government about Home Office-led IT projects and the issues surrounding progressing these projects.** | **Complete** |
| **PB 2435** | **EH-D to provide the ACC with a paper outlining the requirement for additional staff in the ANPR team.** | **Complete** |
| **PB 2436** | **Jolene Mann to liaise with Emma Northcote and the comms team regarding the progression of ethics work and the inclusion of the decision making process for ethical dilemmas on the Force external website.** | **Ongoing** |
| **PB 2437** | **An update from Jolene Mann on ethics to be provided to the PCC in January 2020.** | **Ongoing** |
| **PB 2438** | **Kerrie Phillips to liaise with the OPCC Executive Team regarding showing the flow of information between Force Performance-related boards and the OPCC Policing Boards in a clearer manner on the Governance Structure graphic.** | **Complete** |
| **PB 2439** | **The OPCC Executive Team to consider their engagement with some of the boards on the Governance Structure graphic to ensure they are represented appropriately.** | **Complete** |
| **PB 2440** | **The OPCC Executive Team to conduct a thematic investigation and scrutiny of different elements of the Governance Structure.** | **Complete** |
| **PB 2441** | **KP to ensure that the All Wales Policing Group noted on the graphic is changed to reflects the Group’s new name of ‘Policing in Wales’.** | **Complete** |
| **PB 2442** | **KP to liaise with the OPCC Exec Team regarding creating an additional page to the graphic detailing engagement with external boards and groups.** | **Complete** |
| **PB 2443** | **The CFO to make amendments to the letter to the Home Office regarding a Special Grant Application for costs relating to the Penally asylum camp.** | **Complete** |

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| **Decision No** | **Decision Summary** |
| **PB T2 133** | **The Board agreed to the suspension of Independent custody visits during the lockdown period in favour of telephoning arrangements.** |
| **PB T2 134** | **The Board agreed to the formal establishment of the Forensic Collision Investigation Network.** |

**2. Minutes**

The PCC requested that any amendments should be provided to Mair Harries by the 30th of October 2020.

**3. Operational and Organisational Update**

It was noted that 1 PCSO, 1 PC and 1 sergeant are currently suspended from duty.

The CC updated on a number of operational matters including the 30-year sentence provided to an individual in Carmarthenshire for a murder committed in January 2020, stating that the investigation team were commended by the judge in the case for the quality of their evidence.

The CC updated on a number of other matters including but not limited to a warrant issued for drugs resulting in the arrest of 5 individuals in the Whitland area. The Board also heard the conclusion of Operation Windmill concerning life-threatening injuries inflicted on a 12-week old baby by its father who was sentenced to 10 years’ imprisonment. The CC also stated that county lines operation in Aberystwyth also took place involving individuals from the Norfolk area.

**4. PCC’s Update**

The PCC stated that he attended Penally Camp on the 16th of October and sent a further letter to the Home Secretary regarding the continuing issues in the area. The PCC also updated the Board on his work on the National Police Air Service (NPAS) Board.

The PCC provided an update on his local engagements including his attendance at a dedication ceremony of the memorial garden in Police HQ and his attendance at the Joint Audit Committee interviews.

**5. Standing Items**

**a) Risk**

A brief discussion ensued regarding the Force Communication Centre’s lack of a fallback site in relation to maintaining business continuity in the event of the FCC being compromised. The Chief Officers have discussed recommendations, and the situation is being monitored via a Force Gold Group. The PCC was satisfied in the arrangements that had been put in place.

**Action: OPCC to consider being linked in with discussions regarding the fall back site for the FCC, and attending the Gold Group monitoring the situation.**

**b) Covid-19**

CT update the Board on the operational delivery plan and capability within the Force to deliver effective policing during the two week ‘Firebreak’ lockdown from the 23rd of October to the 9th of November. It was noted that fewer than 10 fixed penalty notices had been enforced since the previous Policing Board meeting on the 9th of October. The PCC stated that this was pleasing, and indicated that he felt the communities of Dyfed-Powys very much supported the approach of issuing notices to those not adhering to Covid-19 regulations.

The PCC queried whether officers and staff had quicker access to their track and trace process results due to the nature of their roles. It was noted that the Operational Talla team had its own process for track and trace which wasn’t noticeably quicker than the NHS system, however it was possible for the team to intervene in some cases and request a quick turnaround for results. It was noted that 7 officers and staff were currently self-isolating.

The PCC remarked that discussions are currently ongoing with Welsh Government regarding the arrangements and requirements after the 9th of November. It was also noted that the PCC had been in touch with Community Liaison Officers who reinforced that the resident public view of the Force’s response to both lockdown periods had been positive.

The discussion moved on to smarter working and the plan for the Force over the next few months. It was noted that the Chief Officer Vision for smarter working had been agreed and signed a few months prior. It was also noted that a smarter working group had been established in-Force with representatives from each department including the OPCC. CT stated that staff will be able to make applications to their line manager to work from home, as opposed to changes being made to individuals’ contracts. Staff members will be designated as ‘fixed’ or ‘flexible’; flexible staff will have the opportunity to work away from their office. CT provided a brief overview of the plan to allocate fixed numbers of desks in each office space in order to allow for social distancing regulations. The Board learned that a space mapping exercise was due to take place next week to note the requirements for the HQ space in the future. The PCC praised the Estates team’s work during the lockdown period to ensure the safety of staff and officers. It was noted that the reshaping of HQ will depend on the decisions being made nationally for what a post-Covid-19 world will look like. This work will feed into the wider Estates Strategy which will set the direction of travel for the future.

It was noted that the Smarter Working Policy written by the Human Resources (HR) team needed to be signed off. This Policy covers matters ranging from flexi working and agile working. A draft of the Policy has been shared with members of the Recovery Group and will shortly be shared with Chief Officers.

A brief discussion ensued regarding working from home. It was noted that it would not be compulsory for staff to work from home. As previously noted no contracts will be amended, however a formal agreement will be in place between staff and line managers. CT stated that there will not be any organisational tax implications on staff electing to work from home. The CFO referred to an online portal hosted by HMRC that staff could claim tax relief where they had been required to work from home. It was noted that discussions regarding this matter have been hosted in the Recovery Group which is attended by Unison and the Police Federation but further clarity for staff may be helpful.

A brief discussion ensued regarding the array of financial implications arising as a consequence of Covid19 and new working arrangements with both savings being realised, loss of income and additional costs in a number of areas. The CFO stated that the Force were making detailed financial submissions to the Home and that the first grant claim for the Income Loss Recovery Scheme had recently been submitted.

**Action: The PCC and CFO to discuss the Income Loss Recovery Scheme and associated financial implications due to Covid-19.**

**Action: CT to liaise with Phil Williams and Karen Williams regarding tax implications for staff, and create a one-page information poster for staff.**

**c) Engagement and Communication**

**6. Focus – Equalities**

TW thanked the Board for the opportunity to attend the meeting and present her report. TW opened discussions by focussing on the Force’s Strategic Equality Plan which was written jointly with the OPCC. This is a four-year plan which gives the Force clear objectives with regard to equalities and an action plan to reach each objective. It was noted that the Embracing Diversity Group, chaired by Chief Superintendent Jon Cummins, monitors the action plan and feeds into the People’s Board.

TW moved on to Public Sector Equality duty. The Force must provide this information annually. TW stated that she was concerned that 326 employees declined to specify their sexual orientation and 18 declined to specify whether they had a disability. Work was ongoing to establish why individuals are uncomfortable declaring this information, and discussions are ongoing with People’s Board to assess how best to encourage staff to provide this information.

TW moved on to the recommendations provided by the OPCC in their Deep Dive of Initial Contact with the Police. TW stated she created an action group within the Force to try and achieve these recommendations. An action plan has been developed and is monitored by the Embracing Diversity Group and the ACC. The PCC queried how regularly the Embracing Diversity Group meets, and was informed that it met quarterly. The minutes and action plans for the Group are available for staff to see. The PCC asked for an example of a matter which had been escalated from the Embracing Diversity Group to People’s Board. TW stated that a review had been carried out of LGBT Liaison Officers training which was very expensive. The effectiveness of the training was reviewed, and the review was passed to People’s Board for consideration prior to a decision being made about proceeding with training for additional officers.

TW moved on to the Independent Advisory Group (IAG). This group is relied upon to review processes and actions to ensure that no particular group is being discriminated against within the Force. TW stated that she was working with the IAG on a campaign which will be launched before Christmas. Social media will be utilised to create mini-videos of members explaining why they are part of the IAG and why it’s a good group to be a part of. It was noted that the Group is underrepresented in Ceredigion so work is ongoing to remedy this. It was noted that the group raised the issue earlier in the year of the underrepresentation of officers able to communicate using British Sign Language (BSL). This issue was brought to People’s Board who recommended further training for officers, and there is now increased capacity of officers able to communicate with deaf residents of the Dyfed-Powys area.

The PCC queried about the status of the Welsh Language with regard to the IAG. TW stated that 1 out of 7 members of the IAG have an interest in the Welsh Language, however consideration was being given to inviting a Welsh speaking member of the OPCC’s Youth Forum to join the IAG to represent the Welsh language and young people.

TW moved on to the Staff Support Network. This group is utilised regularly and members are invited to a number of other Force meetings. TW stated she recently completed a piece of work to see whether staff are aware of the Staff Support Networks available. Work has been conducted with each network chair to produce an informative video which will be launched before Christmas and raise awareness of opportunities and support for staff members.

TW moved on to the Representative Workforce Working Group and the BAME Q&A sessions hosted the previous week. TW stated that Chief Superintendent Jon Cummins, Superintendent Ifan Charles and herself were working on combining the work of the Representative Workforce Working Group and the action plan resulting from the BAME Q&A. Feedback would be provided for the People’s Board regarding the outcome of this work. TW added that a training plan was being prepared in order for all staff members and officers to receive the same cultural awareness training and provide consistency across the Force.

TW moved on to sexual harassment awareness in the workplace. An overall presentation was provided to People’s Board last year resulting in the creation of a small working group and an action plan to improve staff awareness of the support available to individuals experiencing sexual harassment. The result of the action plan will be fed back to the next People’s Board meeting.

TW moved on to the national work streams. It was noted that the NPCC Equality and Diversity Inclusion Strategy provided areas for improvement (AFIs) for the Force to consider. The Board learned that the AFIs had been divided amongst several governance groups to progress. When lockdown started the NPCC requested the Force to complete a self-assessment with regard to this strategy in order to assess the Force’s position. The Force performed well in the self-assessment, and completed an expression of interest for a peer review by the NPCC. The decision regarding this is pending. The PCC asked Chief Officers what checks and balances are in place to corroborate the Force’s view of its performance in the self-assessment. It was noted that an input would be provided at the next Policing Board by Durham University on equality and diversity.

**Action: Durham University findings in relation to the NPCC’s Equality and Diversity Inclusion Strategy and Dyfed-Powys Police’s Performance to be shared with Teleri Williams.**

TW moved on to the potential areas for improvement for Dyfed-Powys Police. It was noted that TW and other senior leaders in the Force have created a paper regarding positive action. It has become clear during the past months that Dyfed-Powys Police are connecting appropriately with various communities to ensure that a range of individuals from different background feel they can apply for positions in the Force. The Force is also working hard to ensure that once they have secured jobs, they feel supported. TW stated that the Force is currently under-represented with regard to females in high-ranking roles, and individuals with hidden disabilities. It was noted that the ability to work from home will make positions with the Force more attractive and accessible. The PCC stated that he felt that the current Chief Constable has provided substantial opportunities for females to develop and progress in the Force, mentioning in the particular the fact that the current DCC and ACC are women. The DCC stated that Chief Officers had signed off funds for a positive action role who will support with this work stream. The CC also stated that coaching and one-to-one mentoring would be provided to BAME individuals entering the Force in order to support their development.

The PCC thanked TW for the comprehensive presentation and the sub-reports provided. The CC also thanked TW for her excellent work.

**7. Any Other Business**

**a) Custody Record 3-month report**

The ACC stated that a great deal of good practice was being carried out in custody suites, and was grateful for the Deep Dive recommendations. It was noted that there had been some issues with capturing information on the IT system because the length of the questions was restricting space to record the answers, however this has been resolved by Chief Inspector Stuart Bell.

**b) Recovery update**

This agenda item was covered by CT’s Covid-19 update.

**c) Organisational Health and Wellbeing update to include agile working implementation.**

This agenda item was covered by CT’s Covid-19 update.

**e) NPT restructure.**

MM attended the meeting to update on the Neighbourhood Policing Team (NPT) restructure. Twelve months have now passed since the NPT restructure. The NPT have had to be flexible with regard to the structure as the lockdown period started. The restructure took place because delivery was felt to be fragmented without clear direction. In the first 12 months a clear policy was introduced which was aligned with the seven neighbourhood guidelines published by the College of Policing in 2018.

Prior to the restructure a regular turnover of officers took place. 150 PCSOs are employed, and often had poor supervision due to inconsistency which in turn affected on the NPT. Now there are 28 PCs in place to give stability and consistency to the NPTs. During the restructure the Powys teams raised concerns about the size of the county and the demand for officers across the area. It was noted that new Urban Crime officers had been introduced to towns in Powys to boost capacity in those areas. The Board felt that the use of Town Centre Officers would be more appropriate. MM also stated that job specifics were being developed for these roles in order to provide post-holders with direction with regard to their role. The role profiles would be directed towards the business community which the PCC found pleasing as his discussions with business owners during the Covid period suggested that the business community would welcome increased engagement with the Police.

The ACC stated that the Covid experience has taught the Force that there are opportunities linked to prevention work, particularly with regard to licenced premises and night time economy. The PCC suggested that this could potentially lead to partnership work with local authorities and other organisations.

MM referred to Cambridgeshire Police’s decision to cut their PCSO numbers by 50%. It was noted that Dyfed-Powys Police had increased its PCSO numbers and given specific roles and training to different individuals including engagement officers, citizens in policing PCSOs, Anti-Social Behaviour (ASB) co-ordinators and hate crime support officers. It was also noted that a number of PCSOs had benefited from training including NVQ courses and BSL courses.

**Action: Communities Minister’ to be invited to the Force for a presentation on Dyfed-Powys Police’s PCSOs.**

The DCC stated that she chairs the Wales Welsh Government PCSO steering group. A publicity campaign is currently underway to raise awareness of the impactful work of the PCSOs across Wales to support the community during the lockdown period. The DCC also stated that some of the Welsh Forces may be in a different position to Dyfed-Powys Police in the sense that they may be open to reducing their PCSO numbers. The DCC has requested each PCSO lead in the four forces in Wales to produce a report demonstrating the contribution of PCSOs in each force area. The PCC was concerned that if PCSOs in Dyfed-Powys Police were reduced, vital community engagement would be lost as well as community intelligence and visibility.

MM stated that 12 months previously the only means of recording neighbourhood policing activity was the old neighbourhood police database. It was noted that the MAVIS computer system and PowerBi system are now assisting with recording NPT activity, and gives the teams more accountability for their tasks. It was noted that Power BI’s abstraction facility enables the Force to demonstrate how often officers are abstracted to support other teams. Teams are also utilising the ‘Ardal’ Recording System to record specific patrol plans in accordance with emerging crime or ASB trends either identified by IID or by teams themselves utilising PowerBi. Engagement outcomes can be added to patrol plans. MM was confident that should Welsh Government look to reduce PCSO numbers, this Force could effectively demonstrate the value of its PCSOs and the essential nature of their work.

The CC stated that NPTs are much more involved now in anti-social behaviour, quality of life issues and executing search warrants which they have not done previously. MM agreed, stating that this good work was being captured and streamlining the work in order to let communities know about the capabilities and the worth of their NPTs. MM stated that the new structure includes building specific patrol plans in different areas of the Force, stating that Builth Wells for example has built a patrol plan in a particular area with a high level of ASB issues.

A brief discussion ensued regarding potential future academic opportunities for the NPT. MM indicated that it would be beneficial to conduct an external review of the academic opportunities provided by the Force now compared to 2 years ago.

**Action: MM to discuss academic opportunities for the NPT with the PCC.**

**Action: Consideration to be given to whether the OPCC engagement team can be given access to the Ardal system.**

MM stated that he felt that the NPTs need central investment to support their activity. The teams participated in a survey recently to assess the team’s view of the restructure which revealed the officers feel more focused and supported. NPTs feel that they have benefit from the presence of a warranted officer within the team which brings added capability and capacity. It was noted that the NPTs have also received electric vehicles to conduct their work, emphasising that with the vehicles, added training and other investments in the NPTs that officers felt valued and supported to do their work.

The PCC queried whether there was analysis of costings for Neighbourhood Policing, the CFO advised that information was available from the Police Objective Analysis and HMICFRS Value for Money Profiles and that it may be useful to provide reference in the next Medium Term Financial Plan.

**Action: The CFO to provide the PCC with POA and VFM Profiles and give consideration to appropriate inclusion within the Medium Term Financial Plan.**

The discussion moved on to the Multi Agency Antisocial Vulnerability Information System (MAVIS). Dyfed-Powys Police have built the system themselves and are able to adapt it easily. It was noted that Her Majesty’s Inspectorate of Constabulary Fire and Rescue Service (HMICFRS) have praised the system in the past. Some detailed discussion ensued with the Board learning that it may not be possible to continue the system when the new Record Management System comes in Force. The board were advised that the force ASB Coordinator Jess Thomas is currently reviewing the MAVIS process

**8. Any Other Business**

**a) ICV Proposal – Suspending ICV physical visits during the lockdown period in favour of telephoning arrangements.**

**Decision: The Board agreed to the suspension of Independent custody visits during the lockdown period in favour of telephoning arrangements.**

**b) Section 22a – Forensic Collision Investigation Network**

The Board accepted a submission of the final version of the Section 22a Collaboration Agreement for the formal establishment of the Forensic Collision Investigation Network (FCIN).

**Decision: The Board agreed to Section 22a underpinning the formal establishment of the Forensic Collision Investigation Network.**

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| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2444** | **OPCC to consider being linked in with discussions regarding the fall back site for the FCC, and attending the Gold Group monitoring the situation.** | **OPCC Exec Team** |
| **PB 2445** | **The PCC and CFO to discuss the Income Loss Recovery Scheme and associated financial implications due to Covid-19.** | **PCC/CFO** |
| **PB 2446** | **CT to liaise with Phil Williams and Karen Williams regarding tax implications for staff, and create a one-page information poster for staff.** | **Craig Templeton** |
| **PB 2447** | **Durham University findings in relation to the NPCC’s Equality and Diversity Inclusion Strategy and Dyfed-Powys Police’s Performance to be shared with Teleri Williams.** | **Staff Officer** |
| **PB 2448** | **Communities Minister’ to be invited to the Force for a presentation on Dyfed-Powys Police’s PCSOs.** | **Staff Officer** |
| **PB 2449** | **MM to discuss academic opportunities for the NPT with the PCC.** | **Mark McSweeney** |
| **PB 2450** | **Consideration to be given to whether the OPCC engagement team can be given access to the Ardal system.** | **Chief Officers** |
| **PB 2451** | **The CFO to provide the PCC with POA and VFM Profiles and give consideration to appropriate inclusion within the Medium Term Financial Plan.** | **CFO** |
| **PB 2444** | **OPCC to consider being linked in with discussions regarding the fall back site for the FCC, and attending the Gold Group monitoring the situation.** | **OPCC Exec Team** |