

**Meeting: Policing Board**

**Venue: Teams Meeting**

**Date: 18th October 2021**

**Time: 15:00 – 16:40**

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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)Temporary Chief Constable Claire Parmenter, DPP (T/CC)Edwin Harries, Director of Finance, DPP (DoF)Carys Morgans, Chief of Staff, OPCC (CoS)  |
| **Also Present:** | Chief Inspector Chris Neve, Staff Officer, DPP (CN)Emma Northcote, Senior Manager Corporate Communications, DPP (EN)Claire Bryant, Policy & Assurance Advisor, OPCC (CB)Ellen Jones, Student Intern, OPCC (EJ) |
| **Apologies** | Beverley Peatling, Chief Finance Officer, OPCC (CFO) Temporary Deputy Chief Constable Emma Ackland, DPP (T/DCC) Temporary Assistant Chief Constable Dave Guiney, DPP (T/ACC DG) |

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| **Action No** | **Summary of actions from 28th September 2021 and any outstanding actions** | **Progress update** |
| **PB 26** | **The PCC to be provided with data on the way forward for launching the Digital Desk in the most effective way.**  | **Complete – on current agenda** |
| **PB 36** | **OPCC to support the PCC in raising road infrastructure concerns with Welsh Government and to consider responding to the current consultation relating to the A40 road** | **In progress** |
| **PB 39** | **Update on probationer officer retention to be provided at a future meeting of the Policing Board** | **Complete –scheduled for January 2022** |
| **PB 40** | **PCC to be provided with a more detailed briefing of the E2E project, to include:*** **an overview of the demand data;**
* **Process Evolution work and response hubs rationale; and**
* **Victims’ Right to Review process**
 | **Complete** |
| **PB 41** | **Force to contact Gloucestershire Constabulary to discuss costs and benefits of the forensic dog DNA database and provide an update to the Policing Board on 28th September** | **Complete – on current agenda** |
| **PB 46** | **The PCC to have sight of specific demand data to outline the reasons for the proposed response models under the E2E project**  | **Complete** |
| **PB 47** | **PCC to escalate matters of Welsh Governments’ expectations around additional powers for PCSOs and PCs enforcement in relation to Covid vaccine passports via the Policing in Wales meetings** | **Complete** |
| **PB 48** | **OPCC Engagement Team to link with EN to support DPP’s recognition week (15-19 November)** | **Ongoing** |
| **PB 49** | **T/DCC to consult with PCC on E2E engagement content and EN to link with OPCC regarding MP and Senedd Member briefings** | **Complete** |
| **PB 50** | **Update on RMS project to be provided to the PCC via a Policing Board meeting within the next 3 months** | **Complete –scheduled for January 2022** |
| **PB 51** | **NCALT training compliance rates to be provided at a future Policing Board meeting** | **Complete** |
| **PB 52** | **Director of Estates to provide PCC with additional detail regarding consultancy fees on FRA Fire Safety Works** | **Complete** |
| **PB 53** | **CN to share the T/CC’s response the Sir Tom Winsor’s State of Policing correspondence with the OPCC as soon as practicable** | **Complete** |

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| **Decision No** | **Decision Summary** |
| **PB T3 9** | **The PCC approved that the Draft Police and Crime Plan progress to consultation once the PCC had provided his written foreword** |
|  **PB T3 10** | **The PCC approved that a contract of £68,316.23 be awarded to Light Bulb Analytics for the provision of Vehicle Telematics and Deployment licenses** |
| **PB T3 11** | **The PCC approved that a contract for the supply of tyres be awarded to Goodyear Tyres UK Ltd for a period of 4 years** |
| **PB T3 12** | **The PCC and CC agreed, pending final amendments, to sign the collaboration agreement relating to the procurement and delivery of forensic and analytical services to the West and Southern Coast Consortium** |
| **PB T3 13** | **The PCC, in conjunction with the T/CC agreed to support the introduction of the Dog DNA Protected Service provided by Cellmark Forensic Services** |

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

The PCC opened the meeting by thanking the T/CC for contacting the PCC immediately after the tragic event in Essex where David Amess MP had been murdered. The PCC also extended his thanks for the contact, reassurance and support provided to all local Members of Parliament and Members of the Senedd.

The T/CC stated that Chief Inspector Tom Sharville and team were ensuring community tension monitoring was being conducted to closely monitor any impact of the event on the Dyfed-Powys area.

The minutes of the previous meeting on 28th September were recorded as a true an accurate record.

**PB 36** – Road infrastructure concerns. The CoS stated that the matter had been discussed with GoSafe. The OPCC would be contacting the Police Liaison Unit in Welsh Government in order to agree the most appropriate course of action.

**PB 39** **-** Probationer officer retention. It was agreed that this would be pended for a Policing Board meeting in early 2022 in order that sufficient time had elapsed to assess retention and attrition of probationers.

**PB 47** – Covid vaccine passports. The T/CC confirmed that guidance had been issued that police would attend venues in the event of any public order disturbances, but that monitoring vaccine passes for entry would be the responsibility of venues.

**PB 48** - Recognition week. The T/CC stated her intention to give a commendation to every member of staff within the Force for their contribution throughout the Covid-19 pandemic. Further to discussions at the last meeting, it was agreed that the PCC and CC would work together on joint publicity for the week.

**PB 50** – RMS project update. It was confirmed that the project team continued to assess whether the timescale required revisiting.

**PB 51** – NCALT compliance. The T/CC reported that 48% of officers and 44% of Force staff had completed the mandatory NCALT e-learning package relating to Crime Data Integrity. Work was ongoing to rectify a technical issue with the system as not all individuals were receiving confirmation of completion. The T/CC assured that completion was being monitoring weekly via Daily Management Meetings as well as being reported into the Gold group. The T/CC stated she would notify the PCC when 90% completion had been achieved.

**3. Chief Constable’s update**

The T/CC reported on further positive work that had taken place since the update paper had been submitted to the PCC. In particular, there had been some positive outcomes at court. The T/CC also reported that demand continued to be challenging. The T/CC referred to the tragic incident in Llanelli where a baby had lost their life. Officers involved were receiving Trauma Risk Management (TRiM) and welfare support. Further to the opening discussion, the T/CC detailed the operational response to the murder of the Essex MP.

The CoS stated that correspondence had been received from the Association of Police and Crime Commissioners early that day regarding PCC security. Members agreed it was advisable to review the PCC’s security measures as well as consider social media monitoring.

**Action: CC, in consultation with Counter Terrorism Security Advisors, to review the PCC’s security measures**

The CC stated that the End 2 End project remained on track to launch on 7th November. The T/CC had visited Ceredigion to listen to residents’ views, with the local Chief Inspector and Superintendent providing additional briefings to address local concerns. The T/CC had also reassured all superintendents that the project would be continually reviewed.

Scrutiny of the new Contact Management System was continuing. A review of the Resource Management Unit, linked to the Niche Records Management System and iTrent Human Resources system developments, was also gathering momentum.

The DoF explained that in the wake of the Plymouth shootings, Forces were anticipating revised firearms licencing guidance from the Home Office to be implemented on 1st November. Preparations were already being made, however the anticipated report would be considered in order to assess any resourcing implications for DPP. It was also noted that the CoS and DoF had received representation from the Chair of the Joint Audit Committee drawing their attention to a previous internal audit report on firearms licencing. The T/CC confirmed the Force would review processes in line with the new guidance and the previous internal audit report. The PCC concluded the discussion by noting his office receives correspondence regarding timeliness and withdrawal of licences concerns.

The PCC shared that he had received positive feedback from a former response officer regarding the End 2 End project. He followed this by querying whether officers were being given clear guidance in relation to finalising cases they will already be dealing with. The T/CC assured that the Force would be monitoring officer workload and continually supporting officers to clear crimes they were responsible for before the transition.

**Action: EN to ensure End 2 End communications reinforce messaging around support for officers carrying cases from prior to implementation**

A discussion ensued regarding the forthcoming Force awards, with EN confirming this would be discussed with the PCC’s engagement team the following week. The PCC confirmed he had agreed to provide a pre-recorded message for the event.

**4. Police and Crime Commissioner’s update**

The PCC stated that the draft Police and Crime Plan was due to be released for consultation imminently and that he would be providing his foreword within the following 24 hours.

The PCC expressed his gratitude for the support CB had received from T/ACC Steve Cockwell regarding the performance measures and the Force Performance Framework.

The Local Criminal Justice Board (LCJB) meeting had been supported well, with Rachel Allen of the All Wales Criminal Justice Board in attendance. The PCC was pleased that the role was making an impact in providing a focused impetus for the LCJB.

The PCC had considered it a privilege to have attended with the Police Federation the 2020 Police Bravery Awards the previous week. He was humbled listening to the stories of bravery, including the recognition of DPP officers who had undertaken a sea rescue of an individual experiencing a mental health crisis.

The PCC reported positive discussions at a recent national PCC meeting regarding governance, PCC continuous professional development and due diligence.

Preparations were underway for the next round of national cross party, Welsh Government and Policing in Wales meetings.

The CoS added that the PCC had attended and had positive discussions with the Welsh Air Ambulance in Dafen. Discussions regarding estates requirements in Powys were also progressing. The PCC’s Community Engagement Day in Powys the previous week focused on Participatory Budgeting recipients had also been a success.

The CoS noted her apologies that the PCC’s written report template had been developed but capacity issues in the PCC’s team had resulted in them being unable to finalise it in time for the current meeting. The CoS assured this would be completed in advance of the next meeting.

The PCC ended his update by stating that he was likely to offer the Participatory Budgeting project again during the next financial year. He also noted that a request had been received for ‘lightning talk’ suggestions to be put forward for presentation at the forthcoming Association of Police and Crime Commissioners (APCC) / National Police Chief’s Council (NPCC) summit. Those present agreed that both the Participatory Budgeting and the Premier League Kicks projects were worthy of note.

**Action: Premier League Kicks and Participatory Budgeting projects to be put forward as suggestions for lightning talks at the forthcoming APCC/NPCC summit**

**5. Standing items**

**a) Engagement**

EN stated that a substantial national focus continued to be on Violence Against Women and Girls, alongside a significant amount of correspondence regarding the recent MP murder.

The internal messaging focus continued to be the Force recognition awards and End 2 End project.

The communications team had recently closed comments on Facebook pages to prevent inappropriate responses to incidents. EN suggested the OPCC also considered using the facility. A discussion followed regarding future social media engagement, resolving in EN agreeing to discuss further with the PCC’s engagement team.

**b) Finance**

The DoF presented comprehensive financial update papers which had recently been discussed at the Medium-Term Financial Plan (MTFP) update meeting last week.

A £48k net underspend was predicted by the end of the financial year, noting that this was based on a number of assumptions, such as pay awards which remained unclear at the time. It was assumed that £400k of the training budget would be carried over into the next financial year to accommodate the backlog in training as a result of Covid.

The DoF reported that the budget continued to be affected by operational demands such as overtime and mutual aid, especially ahead of COP 26 and the G7 summit.

Whist savings were noted against pay headings, the cost pressure relating to pensions were ongoing. Savings had been realised against other non-pay headings as a result of both the Records Management System (RMS) and Contact Management Systems (CMS) being pushed back into the next financial year. Income had not yet returned to previous levels.

The Force were awaiting clarity from the Home Office and NPCC on where the costs in relation to the McCloud judgement would be borne. The cost had been valued as £63m nationally, with DPP’s 554 claims approximated at around £600k, which would put a considerable pressure on the budget.

Capital expenditure had been amended for carryovers from last year, which included grant funded Salex sustainability project. Further amendments were required, including further expenditure against the Carmarthenshire custody project due to a profiling issue. The DoF thanked the Director of Estates for providing the information to support this.

The PCC sought assurance that the capital budget would be spent by the end of the financial year. He considered the amount of spend to date and funds committed appeared to leave a significant budget remaining. The DoF was confident the majority would be committed, explaining that three major schemes, the Pembrey dog section, fire risk assessment works and electrical switch gear, would straddle financial years. A revised plan for the Strategic Estates Group would been reflected in future budget papers.

The PCC sought further assurance, highlighting that nothing had been spent or committed against three major IT schemes, RMS, CMS and the public service network. The DoF acknowledged lots of adjustments needed to be made but assured that the CMS project would start to incur costs this year as the infrastructure was set up.

A discussion ensued regarding special grant funding arrangements. It was agreed that clarification would be sought from the Home Office.

**Action: CoS, in discussion with the DoF, to write to the Home Office regarding special grant arrangement received during 2021.**

The PCC enquired the reasons for police pay in Pembrokeshire being above and Carmarthenshire below expected expenditure to date. It was explained that divisional budgets were generally higher due to the allocation of Uplift funding, albeit that some was being carried in the central budget. It was considered that some of the difference may be due to officers having been allocated but not yet arrived on division.

The PCC closed the agenda item by thanking the DoF for the work that had gone into the MTFP and discussed the meeting the following day with the lead finance Police and Crime Panel Member.

**6. Focus: Draft Police and Crime Plan 2021-25**

CB gave an update on the status of the plan and thanked those who contributed their feedback. Majority of feedback has now been incorporated. CB stated that feedback highlighted that the priorities need to be shorter and more prominent. Feedback also stated that the draft plan is broad enough to accommodate the ever changing focus required from the police.

Feedback also stated that the PCC’s foreword required changing. The PCC stated that he will provide the copy of his foreword for the plan as soon as possible and apologised for the delay. The PCC also stated that he is to review the draft plan to ensure that nothing has been cut out that is essential in his plan.

It was stated that IW is supporting with the financial aspects. Members of the meeting then all expressed their thanks to CB for their contribution towards editing and drafting the Police and Crime Plan.

PCC highlighted his desire to focus on a visible and accessible police service. EN queried whether the emphasis regarding ability to respond comes into the force performance framework or plan. CB highlighted it is in as a success measure under priority 1.

EN questioned the draft plans emphasis on the forces response to crime and questioned the group as to whether it was strong enough. Members disagreed and stated that they believe it gives a strong emphasis on the force’s response to crime and no further amendments were needed.

PCC questioned that there could be more than one measure in the measures section. CM and CB stated that there is a workshop being held to go through this- and it is to be held on Wednesday the 20th October.

**Decision: The PCC approved that the Draft Police and Crime Plan progress to consultation once the PCC had provided his written foreword**

**7. Matters for decision**

1. **Vehicle telematics contract**

The DoF presented the report detailing the procurement exercise that had led to the recommendation that the contract be awarded. The PCC enquired about the breadth of application for telematics. The DoF detailed that the technology mapped directly to the Command and Control system, supporting vehicle tracking as well as activity monitoring which would be used by Sergeants when tasking and briefing officers. The data also supported vehicle optimisation through live time reporting of usage, would inform driver training in terms of how well vehicles were being driven, incident reporting and Professional Standards complaints. It was discussed that the availability of data would be important post-implementation of the End 2 End project in order to demonstrate the impact on use of vehicles and officer movement.

**Decision: The PCC approved that a contract of £68,316.23 be awarded to Light Bulb Analytics for the provision of Vehicle Telematics and Deployment licenses**

1. **Tyres contract**

A competition had been led nationally by Blue Light Commercial from the Crown Commercial Services framework for the supply and fit of tyres and associated products and services for Blue Light (emergency services) Buyers. The DoF confirmed there would be no loss of service delivery in the overlap and that the contract had been authorised by the Chief Officer Group.

**Decision: The PCC approved that a contract for the supply of tyres be awarded to Goodyear Tyres UK Ltd for a period of 4 years**

1. **West Coast Consortium Section 22A collaboration agreement**

The PCC expressed that he was content with the briefings he had personally received on the matter and noted the DoF’s assurances regarding the forecasted expenditure.

The CoS highlighted an email trail included on the agenda which demonstrated the due diligence undertaken from a legal and people services perspective. The Head of People Services had identified a number of queries specifically relating to TUPE. The CoS therefore requested that the PCC and CC approved that the agreement be signed, pending changes as outlined in the email trail.

**Decision: The PCC and CC agreed, pending final amendments, to sign the collaboration agreement relating to the procurement and delivery of forensic and analytical services to the West and Southern Coast Consortium**

**8. Any Other Business**

**a) End to End project progress (verbal update)**

It was considered that the matter had been covered under previous items on the agenda. It was agreed that this would be included on the Policing Board agenda as a standing item to ensure PCC oversight as the project progressed.

The CoS sought the T/CC’s view on focusing on the project at next month’s Police Accountability Board. Whilst the T/CC considered that it would be premature to show any outputs just one week into the project, the methodology of what the project aimed to achieve could be detailed. The PCC agreed to this suggestion, stating that it would be beneficial to record the meeting to support further public communication on the project.

**Action: CN to liaise with End 2 End team to provide presentation at the Police Accountability Board meeting on 16th November**

**Action: OPCC to ensure Police Accountability Board meeting on 16th November is recorded and made publicly available**

**b) Digital desk (PB 26)**

The PCC expressed his gratitude for the significantly detailed report provided by Superintendent Clark Jones-John and Gareth Scanlon, Force Communication Centre Performance Manager. He reflected on the staggering number of public interactions on social media, with nearly 35,000 via Facebook and over 8,000 via Twitter in the first five months of the desk’s operation. The PCC was assured that the approach to signpost contact from social media to Single Online Home was not resulting in any loss of service. EN expressed that she too shared the PCC’s concern, stating that the approach was intended as an interim measure until a mechanism was in place to capture all information required to facilitate crime recording directly from social media. The PCC sought clarification on when this transition might occur.

**Action: Update on when social media reporting will be promoted to be provided at the next meeting of the Policing Board**

**c) Dog DNA profiling (PB 41)**

Members discussed the report provided by Chief Inspector Mark McSweeney relating to the ‘DNA Protected Service’. The service allows members of the public to have their dog’s DNA profiled and held on a central forensic canine DNA database, managed by Cellmark Forensic Services, for identification purposes in the event their dog is ever lost or stolen. The report recommended that the Force purchase 50 kits at an initial outlay of £250 + VAT to enable officers to take DNA swabs as part of investigation to send to Cellmark for comparison against their database to try and reunite a dog with its owner. The DoF confirmed that budget was available for the relatively small cost and as such, Members agreed to support the proposal. The PCC was also supportive of joint publicity and awareness raising of the service.

**Decision: The PCC, in conjunction with the T/CC agreed to support the introduction of the Dog DNA Protected Service provided by Cellmark Forensic Services**

 The meeting concluded with a discussion on the efficiency of the proceedings, commenting that it was preferable for the PCC to receive briefings regarding focus topics in advance. This would ensure that discussions would be focused solely on any clarification and assurance the PCC may wish to seek on the topic.

**Action: CB and CN to schedule focus topic briefings for the PCC in advance of meetings of the Policing Board**

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| **Action No** | **Summary of actions**  | **To be progressed by** |
| **PB 54** | **CC, in consultation with Counter Terrorism Security Advisors, to review the PCC’s security measures** | **CC** |
| **PB 55** | **EN to ensure End 2 End communications reinforce messaging around support for officers carrying cases from prior to implementation** | **EN** |
| **PB 56** | **Premier League Kicks and Participatory Budgeting projects to be put forward as suggestions for lightning talks at the forthcoming APCC/NPCC summit** | **CoS** |
| **PB 57** | **CoS, in discussion with the DoF, to write to the Home Office regarding special grant arrangement received during 2021** | **CoS / DoF** |
| **PB 58** | **CN to liaise with End 2 End team to provide presentation at the Police Accountability Board meeting on 16th November** | **CN** |
| **PB 59** | **OPCC to ensure Police Accountability Board meeting on 16th November is recorded and made publicly available** | **CB** |
| **PB 60** | **Update on when social media reporting will be promoted to be provided at the next meeting of the Policing Board** | **EN** |
| **PB 61** | **CB and CN to schedule focus topic briefings for the PCC in advance of meetings of the Policing Board** | **CB / CN** |