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**Meeting: Policing Board**

**Venue: Teams Meeting**

**Date: 24th May 2022**

**Time: 12:30 – 14:35**

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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)Chief Constable Dr Richard Lewis (CC) Beverly Peatling, Chief Finance Officer, OPCC (CFO)Ed Harries, Director of Finance (DoF) |
| **Also Present:** | Chief Inspector Chris Neve, Staff Officer, DPP (CN)Claire Bryant, Policy & Assurance Advisor, OPCC (CB) |
| **Apologies from:**  | Carys Morgans, Chief of Staff, OPCC (CoS) |

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| **Action No.** | **Action Summary** | **Update** |
| PB 127 | PCC and CC to sign the acceptance of the bronze award in the defence employer recognition scheme | Scheduled |
| PB 134 | OPCC Executive Team to discuss the reporting requirements for Force project benefits oversight | Action taken forward to Exec Team 19/05 |
| PB 135 | Future Policing Board Meeting to focus on the Anti-Racism Wales Plan and the NPCC National Race Inclusion plan | Scheduled for 25th August |
| PB 136 | Routine scrutiny of stop and search disproportionality to be added to OPCC forward work plan | Scheduled |
| PB 137 | PCC to discuss the Anti-Racism plan with Jane Hutt MS  | Complete |
| PB 138 | OPCC to receive the Force Delivery Plan Draft following sign off at COG | Scheduled for 6th of June Policing Board |
| PB 139 | Force Governance structure to discussed at next OPCC Executive Team meeting | Complete |
| PB 140 | All Wales Collaboration to be discussed at the next Policing in Wales Stocktake meeting | Complete |
| PB 141 | CoS and DCC to discuss re-vetting of OPCC volunteers | Complete |
| PB 142 | Information regarding Go Safe’s governance and financial pressures to be provided to PCC | Complete |
| PB 143 | OPCC arrange Police and Crime Panel Member visit to HQ | In progress – date to be confirmed upon notification of Panel members |

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

***PB 134 – Benefits oversight***. The PCC provided a brief overview of progress regarding the OPCC restructure. He congratulated CB who had been appointed as the new Head of Strategy and Policy. The PCC saw that the Policy Advisors working with CB would provide a link to the Force’s benefits realisation work. CB explained the basis for the action was to understand how the PCC would have sight and assurance benefits of Force projects. The CC stated that the replacement of the outgoing Benefits Realisation Specialist had not yet been presented to chief officers for consideration.

A discussion ensued regarding the planned review of the Force. The PCC expressed that whilst he welcomed the review, he expressed that caution should be exercised in relation to deferring all decisions until the outcome of the review. He also commented that following the presentation of the Force governance structure at the last meeting, work was required to ensure there was clarity over how the OPCC linked in.

The PCC raised the matter of the Annual Governance Statement (AGS), expressing concern regarding difficulties in delivering some of the governance work of the Force. Members were grateful to the new Head of Programmes and Change, Gaynor Maddox (GM) for picking up the drafting of the AGS at short notice. The DoF considered that there should have been greater oversight and support for GM. The CFO agreed that she was grateful for the work being completed, but lessons needed to be learnt from the experience. The discussion concluded with recognition of the need to consider the unitended conseuqences of dis-establishing posts such as the skills gap left from individuals leaving the organisation.

***PB 141 – Re-vetting of volunteers.*** The PCC understood that the current vetting wait time was around 9 weeks and sought reassurance from the CC that this was being managed appropriately. CN explained that an additional vetting officer was due start in two weeks’ time. The department was prioritising the 30 new police officer recruits starting in the summer and remaining requests were being managed according to Force risk and head of department prioritisation.

***PB 142 – Go Safe information.*** CN confirmed that the information had been provided. The PCC clarified the action, explaining that he sought reassurance regarding the collaboration’s governance and financial oversight. The CC suggested the matter be escalated for discussion at Welsh Chief Officer Group (WCOG).

The CFO expressed the need to maintain oversight of the matter via the Policing Board.

**Action: CC to escalate Go Safe governance and finance matters to WCOG and matter to be revisited at a future meeting of the Policing Board**

***PB 143 – Police and Crime Panel visit.*** The PCC explained that this would be arranged upon confirmation of the new Panel members following the local council elections. The CFO emphasised the need to cover the capital programme in relation to the precept approval during the briefing. The PCC suggested the action be reworded to provide additional clarity: OPCC to arrange Police and Crime Panel Members visit to HQ – to include a tour of HQ facilities, capital programme activity update Panel and an overview of accountability arrangements.

1. **Standing Items**
	1. Chief Constable’s update

The CC stated that he had assumed the NPCC lead for controlled drugs and was also due to give evidence to the Home Affairs Select Committee in June regarding the 10 year strategy. As part of the leadership of the portfolio, the CC would inherit a staff officer funded by the Home Office and Lincolnshire Police to support the work, however he may need to allocate DPP funding to the role in the future. The CC would also be handing over the leadership of the ethics portfolio once the new Code of Ethics was published early in 2023.

A discussion ensued regarding more progressive drugs solutions in Wales with the CC and PCC agreeing to work together on the matter.

Her Majesty’s Inspector Wendy Williams had noted DPP’s significant improvement in a number of areas, as well as noting developments to address crime data integrity. The PCC was pleased to note this and was keen to review the report when available.

The CC provided a briefing on key operational matters arising over the previous fortnight. He closed his report by stating he had also assumed the Chair of British Police Rugby.

* 1. Police and Crime Commissioner’s update

The PCC provided a verbal update on his office’s restructure. He was pleased to report that every substantive member of the team had been slotted into roles within the new structure, and additional opportunities were currently out for advert. He looked forward to getting to a stable state when all posts were filled and the office was working to full effectiveness. He noted the example of Policing Board meetings, thanking CB and Ellen Jones for their support in enabling the forum to continue.

The PCC had co-chaired the inaugural ministerial board for anti-racism with Jane Hutt, Minister for Social Justice. The PCC was keen to make progress through increased lobbying of other services.

The PCC provided a brief overview of the National Police Air Service collaboration and stated he would be attending a meeting on the matter the following day.

The PCC concluded by giving an overview of forthcoming Welsh national meetings, including a cross party group on substance misuse which he would share the details of with the CC.

1. **Matters for Discussion**
	1. **Procurement report for servers**

The DoF presented a report detailing a contract of £129,000 had been awarded for the procurement of servers. The CFO noted cost the cost avoidance of £51,000, which the DoF confirmed would support the £0.5m Digital Forensic Unit servers project.

1. **Goleudy victim needs assessment**

The PCC presented a briefing from his Director of Commissioning (DoC) relating to arrangements for referrals to the Goleudy victim and witness service. The PCC noted the unique approach regarding the victim service in DPP which would be open for re-commissioning next year. The briefing highlighted the pressing need for adjustments to the IT system to facilitate referrals into the service. The CC recognised that it would be useful to be able to make the amendments, but it would be inefficient to do so as the introduction of the Niche Records Management System would require the process to be altered again within the coming 12 months. The CC suggested a formal response be provided to the PCC, detailing the rationale for not taking the requested action.

**Action: CC to provide written rationale for not progressing the IT amendments to the victim needs assessment**

A discussion ensued regarding the current extension of the victim referral service contract between the PCC and the Force, and the need for longer term planning regarding commissioning of the service, with agreement that a meeting be convened to discuss the future recommissioning options.

**Action: Meeting to be arranged with the PCC, CC, DoC, operational lead for victims, Assistant CC and Head of Criminal Justice to discuss the future commissioning of victims services**

BP suggested that the OPCC consider how agenda items are brought to the Force’s attention prior to discussion at Policing Board meetings. The PCC reinforced the impact of vacancies within the OPCC on the administration of the meeting.

**Action: OPCC to consider process for scheduling Policing Board agenda items**

1. **Concerns raised by OPCC schemes**

The PCC presented a briefing from the OPCC relating to concerns raised by the Dog Section regarding staffing levels. The DoF confirmed that the vacant Animal Welfare Assistant role had been filled and a general administrator role for Pembrey was being advertised. The DoF assured that the concerns raised had already been addressed through due process.

The CC stated that some of the matters raised within the briefing were inaccurate and there was a need to address within DPP how concerns such as this are raised and escalated. The PCC also suggested that the action raised in the previous agenda item would also support this matter.

A further briefing was presented in relation to custody healthcare provision. The CC stated the matter was due to return to the Chief Officer Group (COG) the following week for further consideration. The PCC sought assurance that the associated risks were being considered. The DoF stated that the matter had initially been raised through the previous Force Management Statement, where it had been agreed that the risk would be addressed in 2023 through a joint procurement exercise. A comprehensive business case had since been presented to COG to expedite the matter due to the highlighted risks.

The PCC also raised that he had been made aware of risks relating to custody CCTV and affray alarms. The DoF explained that a gold group had been established to consider the matter fully before preparing a paper for the Strategic Estate Group’s consideration. The PCC queried the timescales involved and risks associated with the delay, including whether the Force was compliant with Home Office guidance. The DoF explained that the risk was on the risk register but there was a need to go through due process in terms of procurement to ensure value for money. He put the requirements into context that the project would require half of the estates minor works budget. The CC stated that the risk had been present for some time, and assured that there were mitigations in place.

The PCC queried why, if it had been a risk for some time, were the works not scheduled in to the estates programme. The DoF stated that he was not fully sighted on the matter at this point in time as it remained within the Operational Estates Group, however he considered the risks may have emerged from a custody inspection. The CC stated he would seek reassurnace on the matter.

**Action: CC to seek reassurance regarding custody CCTV and affray risks**

1. **2021/22 Finance report**

The DoF provided a detailed overview of the report which set out the draft year end position.The net financial position would allow a transfer to reserves of £2.6m at year end. £2.2m for the Force, £0.3m in respect of driver training and £0.1m in respect of Estates. This was around £1.1m better than the position that was projected based on spending to the end of February with the positive variance between the two months in large part being due to additional income and reduced collaboration payments being required at year end.

The PCC stated that he and the CFO had been sighted and formally confirmed the transfer to reserves.

The PCC noted the positive news, however expressed his concern over anticipated challenge from the Police and Crime Panel should he return this year with a further precept increase, especially in light of the current cost of living crisis and previous precept increases.

A discussion ensued, with the CFO explaining that these were one-off rather than recurring savings, however there was a need to review the processes relating to mutual aid income. As such a meeting of the Medium Term Financial Planning group had been reconvened to focus on the lessons learnt.

The PCC also made reference to the earlier discussion regarding custody risks. The CFO explained the distinction between capital and revenue budgets, acknowledging that improvements were required in forecasting, in particular relating to the capital budget.

The PCC queried how the funding allocated to change and transformation would be managed. The CFO requested that she and the DoF discuss the matter following the meeting and report back in due course.

**Action: CFO and DoF to agree change and transformation budget process**

The PCC also queried the cost avoidance achieved as a result of the Salix energy project. The CFO understood that this would be quantified through the Salix audit process.

The CFO clarified that two reserves were being held, one for capital sustainability transformation and another for revenue transformational projects.

1. **Formula funding for MPs**

The CC suggested that he and the PCC visit Westminster to brief MPs on the implications of the formula funding review. The CFO and DoF were also due to meet with Home Office representatives to discuss the matter.

The PCC suggested the session be arranged prior to the summer recess and could be integrated with a learning session for the Commissioner’s Policy Advisors.

It was also agreed that a similar briefing be held for Members of the Senedd at headquarters.

**Action: PCC and CC to visit Westminster to brief MPs prior to summer recess. Visit to also involve PCC’s Policy Advisors for learning session. Additional briefing session to be provided for MSs**

1. **Matters for Decision**
	1. Procurement for Laptops and Desktops

The DoF presented a report for replacement laptops and desktops in line with the identified capital programme to support agile and uplift. No concerns were identified by the CFO and as such the PCC approved the contract.

**Decision: The PCC approved that a contract for £391,150 be awarded to Centerprise International Ltd for the supply of laptops and desktops**

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| **Action No.**  | **Action Summary** | **To be progressed by** |
| PB 144 | CC to escalate Go Safe governance and finance matters to WCOG and matter to be revisited at a future meeting of the Policing Board | CC |
| PB 145 | CC to provide written rationale for not progressing the IT amendments to the victim needs assessment  | CC |
| PB 146 | Meeting to be arranged with the PCC, CC, DoC, operational lead for victims, Assistant CC and Head of Criminal Justice to discuss the future commissioning of victims services | DoC |
| PB 147 | OPCC to consider process for scheduling Policing Board agenda items  | CB |
| PB 148 | CC to seek reassurance regarding custody CCTV and affray risks | CC |
| PB 149 | CFO and DoF to agree change and transformation budget process | CFO / DoF |
| PB 150 | PCC and CC to visit Westminster to brief MPs prior to summer recess. Visit to also involve PCC’s Policy Advisors for learning session. Additional briefing session to be provided for MSs | CB / CN |