

<b>Members:</b>	Mr Dafydd Llywelyn, Police and Crime Commissioner (PCC) Chief Constable Mark Collins (CC) Mrs Jayne Woods, Chief Finance Officer, OPCC (CFO)
<b>Also Present:</b>	Mrs Carys Morgans, Chief of Staff, OPCC (CM) Deputy Chief Constable Darren Davies (DCC) Insp. Mark McSweeney, Staff Officer (MMS) Insp. Anthony Evans, Staff Officer (AE) Mrs Alison Perry, Director of Commissioning (DoC) Mrs Sharon Richards, Governance Manager (GM) Mrs Lynne Davies, Force Governance Project (FGP) Insp. Jonathan Rees (JR) Miss Mair Harries, Executive Support, OPCC (MH)
<b>Apologies:</b>	Mr Edwin Harries, Director of Finance (DoF) Mr Adrian Williams, Director of Resources (DoR)

#### ACTION SUMMARY FROM MEETING 15/2/17

Action N <sup>o</sup>	Action Summary	Progress
PB 2107	<b>Action: DoR to confirm timescales for the OPCC to be used as a pilot for the new PDR system.</b>	Ongoing
PB 2108	<b>Action: The CC to share draft policy prepared by operations regarding spit hoods.</b>	Completed
PB 2109	<b>Action: CC will provide the PCC with detail costings of the recent organisational.</b>	Completed
PB 2110	<b>Action: CC to give an update on the force's plans to handle bullying in schools over the coming months.</b>	Completed
PB 2111	<b>Action: CC to present the PCC with a document containing the number of arrests during a certain time period, looking specifically at Carmarthenshire and Llanelli.</b>	Ongoing
PB 2112	<b>Action: CC to issue the media with details of drug related activity in the last 6 months, and the continued fight and police proactivity.</b>	Ongoing
PB 2113	<b>Action: CC to link Operation Darwen with BCU days of action to involve vounteers.</b>	Ongoing
PB 2114	<b>Action: DoF to provide PCC with costing</b>	Ongoing

	<b>information related to Operation Darwen.</b>	
<b>PB 2115</b>	<b>Action: for the DoE to attend a meeting with the CC and BCU commanders on 9/3/17 to discuss operational requirements for estates.</b>	<b>Completed</b>
<b>PB 2116</b>	<b>Action: For Paul Morris to assist with the drafting of Expressions of Interest for submission by 28/2/17.</b>	<b>Completed</b>
<b>PB 2117</b>	<b>Action: CC to draft response to CC Thornton</b>	<b>Ongoing</b>
<b>PB 2118</b>	<b>Action: The PCC to be provided with information relating to the impact of shift changes on services to the public and for the CC to consider responding to concerns raised in Tenby via the local media.</b>	<b>CC to provide a communication strategy</b>

**Action: The PCC to provide the Force with feedback relating to the Spit Hoods Draft Policy before the Force Executive Board on March the 21<sup>st</sup>.**

**Action: AE to talk to Huw Meredith in Ops about the cost of the number of Darwen Events we're holding, and furthermore what the cost of hosting additional Darwen Days would be.**

**Action: The CC and the DCC to review the correspondence in relation to PB 2117 - Response to Sarah Thornton.**

**Action: AE to liaise with the Director of Finance Ed Harries regarding providing some figures for cost recovery in relation to Driver retraining scheme.**

<b>DECISIONS ARISING FROM MEETING 28/02/17</b>		
<b>Decision N°</b>	<b>Decision Summary</b>	<b>To be progressed by</b>
<b>PB T2 24</b>	<b>Decision: With the Chief Constable's approval the Force HR policies are adopted by the OPCC.</b>	<b>CoS</b>
<b>PB T2 25</b>	<b>Decision: To approve the contract for the commissioning of the Victim Referral Service.</b>	<b>CC</b>
<b>PB T2 26</b>	<b>Decision: To approve the contract for the commissioning of Victim Satisfaction surveys.</b>	<b>CC</b>
<b>PB T2 27</b>	<b>Decision: There is no requirement to redact documentation shared with the Out of Courts Disposal Panel and the Quality Assurance Panel. Documentation for the Stop and Search Panel should</b>	<b>CoS</b>

	<b>continue to be redacted.</b>	
<b>PB T2 28</b>	<b>Decision: The PCC approved the awarding of the Contract.</b>	<b>PCC</b>

## **2. Minutes of Policing Board meeting held on 15<sup>th</sup> February and matters arising**

It was agreed that the minutes were an accurate record of the meeting but that there was a sentence structure error on page 2 that needed to be amended.

PB 2111: The PCC to raise the matter with Carl Sergeant following the publication of the Force's report on Friday the 3<sup>rd</sup> of March.

PB 2118: The CC to ensure there is a communication strategy in place that emphasizes that policing is not run from Police Stations.

## **3. Chief Constable's update**

The CC provided an overview of organisational matters including that 7 staff are currently suspended and that there have been three low level assaults on police with all three officers remaining on duty. The CC informed the PCC that all affected staff members receive a welfare check.

The CC also expressed his pleasure at the appointment of Darren Davies as the Deputy Chief Constable. A discussion ensued about completing further work on the Leadership Programme and the Force's Leadership Activity and Strategy. The PCC emphasised the importance of the Leadership Programme in relation to the College of Policing and the National Police Chief's Council and requested a discussion regarding key priorities.

**Action: The DCC to liaise with TACC Pam Kelly and Chief Superintendent Richard Lewis regarding leadership program.**

**Action: Force to liaise with the CoS regarding leadership programme in order to ensure there is a dovetail between the Force and the OPCC.**

**Action: PCC to feedback to the Chief Constable after his meeting with Assistant Director of People Services Tracey Hawthorne.**

## **4. Police and Crime Commissioner's update**

The PCC advised the Board that he had a meeting with Estates the previous week which was well received. The PCC referred to additional meetings regarding Estates with the

DoE, meetings between the CoF, CoS and the Senior Manager Dylan Davies and matters arising from those meetings.

The CoS requested the CC's approval for the OPCC adopting the Force's HR Policies.

**Decision: With the Chief Constable's approval the Force HR policies are adopted by the OPCC.**

The PCC attended the first Police ICT Board Meeting as a Board Member and discussed matters arising from the meeting which he will progress with Steve Harvard. The issue of capacity was raised; the CC declared that he raised the issue at the COG meeting on the 14<sup>th</sup> of February. The CC supported the PCC discussing the matter with Steve Harvard and possibly linking it with an IS&T strategy of buying additional resources.

## **Matters Arising**

### **PB 2079 – user satisfaction/victim referral service contracts**

The DoC attended the first 30 minutes of the Policing Board to present this agenda item.

The DoC presented two papers and began with the Victim Referral Service. Victims' Services are being brought in-house which is aimed at enhancing the service offered to victims. The DoC advised that the Board approve a three year contract through the Victim Referral Document. A discussion ensued regarding the Aims and Objectives of the service, the Outlines performance monitoring and the financial aspect of it. The DoC stated that work is being completed with ICAT to provide a risk assessment. A discussion ensued about the look of the website and the links to the Force website.

**Decision: To approve the contract for the commissioning of the Victim Referral Service.**

The DoC presented the Victim Satisfaction Survey contract and stated that from April 2018 the Home Office will relax the script guidelines which will allow the service to be more flexible. The PCC was pleased that his office would have more control over the service.

**Action: The CC to schedule a deep dive of the system in 9 months' time to assess what the transition has been like.**

**Decision: To approve the contract for the commissioning of Victim Satisfaction surveys.**

## **Police and Crime Delivery Plan**

The Police and Crime Delivery Plan Team consists of GM, GPM and JR.

The Police and Crime Delivery Plan Team presented the Plan on a Page and discussed the delivery plan matrix they have planned. The team are moving from a consulting stage into a development stage. A discussion ensued after the delivery plan matrix was distributed.

A discussion ensued about the operational working of the Police and Crime Plan and the Board discussed taking the matter forward to the Police Accountability Board.

**Action: The CC to ensure an hour's slot for the Delivery Plan Team in the BCU meeting on February the 16<sup>th</sup>.**

## **Collaboration**

The Board discussed a communication from the PCC Alun Michael an possible collaboration opportunities with Gwent and South Wales. The CC stated that he will discuss the issue with the Chief Constable of South Wales Police next week. A discussion ensued about the practicalities of such collaboration opportunities.

**Action: The PCC to communicate with PCC Alun Michael and state that the matter of Collaboration has been discussed and had been favorably received in principle.**

A discussion ensued about the Ambulance Trust who wish to merge the two North Wales centres and close one centre in South Wales. The PCC attended a meeting with the Ambulance Trust Estates Manager on February the 15<sup>th</sup> and is hopeful that an attractive offer to the Trust can be presented.

## **Redaction**

A discussion ensued about the redaction of documentation provided to members on the Out of Courts Disposal Panel, Quality Assurance Panel and the Stop and Search Panel.

In view of the fact that the Quality Assurance Panel has been relaunched with all members being vetted and having signed a confidentiality agreement and in view of the processes adopted whereby information is contained within one room, it was agreed that there would be no requirement to redact information for the Quality Assurance Panel. Similarly, in view of the introduction of the IT Varonis facility, it was agreed that there would be no requirement to redact information for the Out of Courts Disposal Panel. However, it was felt that redaction of Stop and Search information being shared should continue to be redacted.

**Decision: There is no requirement to redact documentation shared with the Out of Courts Disposal Panel and the Quality Assurance Panel. Documentation for the Stop and Search Panel should continue to be redacted.**

**Any other business**

**Single Tender Award**

A Single Tender Report was presented in relation to annual support for the STORM Command and Control system. It was recognised that there are limited alternative options and that agreement of a 5 year contract would be most beneficial. It was confirmed that should the Police ICT company negotiate a better deal in the future we would be able to take advantage of the lower prices.

**Decision: The PCC approved the awarding of the Contract.**

<b>ACTION SUMMARY FROM MEETING 28/02/17</b>		
<b>Action N<sup>o</sup></b>	<b>Action Summary</b>	<b>To be progressed by</b>
<b>PB 2119</b>	<b>Action: The PCC to provide the Force with feedback relating to the Spit Hoods Draft Policy before the Force Executive Board on March the 21<sup>st</sup>.</b>	<b>PCC</b>
<b>PB 2120</b>	<b>Action: AE to talk to Huw Meredith in Ops about the cost of the number of Darwen Events we're holding, and furthermore what the cost of hosting additional Darwen Days would be.</b>	<b>AE</b>
<b>PB 2121</b>	<b>Action: The CC and the DCC to review the correspondence in relation to PB 2117 - Response to Sarah Thornton.</b>	<b>CC &amp; DCC</b>
<b>PB 2122</b>	<b>Action: AE to liaise with the Director of Finance Ed Harries regarding providing some figures for cost recovery in relation to Driver retraining scheme.</b>	<b>AE</b>
<b>PB 2123</b>	<b>Action: The DCC to liaise with TACC Pam Kelly and Chief Superintendent Richard Lewis regarding leadership program.</b>	<b>DCC</b>
<b>PB 2124</b>	<b>Action: Force to liaise with the CoS regarding leadership program in order to ensure there is a dovetail between the Force and the OPCC.</b>	<b>CC</b>

<b>PB 2125</b>	<b>Action: PCC to feedback to the Chief Constable after his meeting with Assistant Director of People Services Tracey Hawthorne.</b>	<b>PCC</b>
<b>PB 2126</b>	<b>Action: The CC to schedule a deep dive of the system in 9 months' time to assess what the transition has been like.</b>	<b>CC</b>
<b>PB 2127</b>	<b>Action: The CC to ensure an hour's slot for the Delivery Plan Team in the BCU meeting on February the 16<sup>th</sup>.</b>	<b>CC</b>
<b>PB 2128</b>	<b>Action: The PCC to communicate with PCC Alun Michael and state that the matter of Collaboration has been discussed and that he will respond in due course.</b>	<b>PCC</b>