

Members:	Mr Dafydd Llywelyn, Police and Crime Commissioner (PCC) Chief Constable Simon Prince QPM (CC) Mrs Jayne Woods, Chief Finance Officer, OPCC (CFO) Mr Adrian Williams, Director of Resources (DoR)
Also Present:	Mrs Sharon Richards, Governance Manager and Deputy Monitoring Officer, OPCC (SR) Insp. Mark McSweeney, Staff Officer (MMS) PC Jo Thompson, Assistant Staff Officer (JT)
Apologies:	Mrs Carys Morgans, Chief of Staff, OPCC (CM) Mrs Claire Bryant, Office Manager, OPCC (CB)

ACTION SUMMARY FROM MEETING 10/10/16

Action N°	Action Summary	Progress
PB 2060	Opportunity for video conferencing to be considered for the funding formula summit on 14/10/16	Complete
PB 2061	Appropriate adult usage update to be provided to Policing Board on a quarterly basis	Scheduled - complete
PB 2062	Summary of rape offence compliance report from HMIC to be provided to PCC	Complete
PB 2063	Update on the number of fatal RTCs to be provided at the next Policing Board meeting	Complete
PB 2064	PCC to be invited to CC commendations ceremony	Complete
PB 2065	Research group to be established and for an inaugural meeting to be held before the end of the year	Ongoing
PB 2066	Clarification regarding POCA funding proposal to be provide to PCC	Complete
PB 2005 (re-opened)	Report on how driver retraining surplus funds were spent to be provided to PCC, along with a plan for future expenditure	Complete – superseded by PB 2070 and PB 2071
PB 2067	Written update on progress on forensic medical services to be provided to PCC	Complete
PB 2068	Forensic medical services to be discussed at All Wales Policing Group on 11/10/16 and discussed with procurement department	Complete – discussed during PCC conference call
PB 2069	Update on management of kerosene spillage to be provided to PCC	Complete

DECISIONS ARISING FROM MEETING 25/10/16		
Decision N°	Decision Summary	To be progressed by
PB T2 10	The PCC approves that the POCA budget be utilised to fund an additional Financial Investigator, at a cost of £30,744	External Funding Manager
PB T2 11	The PCC approves the decision to allow the contract with Opinion Research Services to cease and to enter into a contract with Dyfed Powys Police to deliver the victim satisfaction survey function from 1st April 2017	DoC
PB T2 12	The PCC approved that the contract for 999 & 101 system support and maintenance be awarded to KCom for a 12 month period, at a cost of £78,856.97	DoR
PB T2 13	The PCC approves the decision to allow the contract with Victim Support to cease on 31st March 2017 and provide an in house victim referral service from 1st April 2017	DoC

Minutes of meeting held on 10th October and matters arising

The minutes were agreed as an accurate record of the meeting.

PB 2055 – meeting with North Wales PCC regarding funding formula. The PCC confirmed the meeting had been held to provide DPP’s representations on the matter. The PCC would also be attending a meeting with the Policing Minister on 15th November.

PB 2063 – update on fatal Road Traffic Collisions (RTCs). The PCC had received an update prior to the meeting. The PCC noted that the prevalence of fatal RTCs this year was similar to last year, with no notable increase.

PB 2064 – CC commendations ceremony. MMS confirmed the PCC had been invited to the ceremony on 18th December 2016.

PB 2066 – Proceeds of Crime Act (POCA) funding proposal clarification. The PCC had been reassured that the request for funding for an additional financial investigator would increase the department’s establishment level. The PCC approved the expenditure and would sign a decision log outside of the meeting.

Decision: The PCC approves that the POCA budget be utilised to fund an additional Financial Investigator, at a cost of £30,744

PB 2005 – driver retraining surplus funds expenditure. The CFO had met with Chief Superintendent Huw Meredith to discuss the proposals for expenditure and it was agreed that further information would be provided. It had emerged that some items were research related and therefore it was suggested these be considered by the Research Board when established. The PCC agreed, stating the establishment of the Research Board needed to be expedited in order to discuss the matter at the inaugural meeting. It was agreed to explore collaboration opportunities with other Forces with regard to road safety advertising. The PCC urged that the Force Road Safety Officer be involved in the discussions.

Action: OPCC and Road Safety Officer to explore opportunities for collaboration with other Forces regarding road safety advertising campaigns

Action: Research elements of road safety proposal to be considered at the inaugural Research Board meeting

PB 2067 – update on progress on forensic medical services. The PCC provided a synopsis of progress. Discussions with Hywel Dda Health Board had determined that the partnership was not viable at the current time. South Wales and Gwent forces were contracted with their current providers until May 2018 and therefore could not enter into a joint procurement with DPP until then. DPP would therefore need to remain with the current providers. The CFO stated that the Head of Procurement was currently looking at options available through national frameworks. It was clarified that the current contract was due to expire before the end of the financial year. It was concluded the matter would continue to be progressed through the procurement department.

PB 2069 – update on management of kerosene spillage. The PCC had received an update and understood that the traffic management surrounding the road closure had been handled excellently.

The PCC raised the matter of job evaluations which had been previously been discussed (action PB 2057). Following private discussions it had been agreed that the matter be pursued with the new CC on his commencement.

Chief Constable's update

The CC stated that 6 members of staff were currently suspended. One member of staff had been dismissed the previous week for 17 counts of gross misconduct. The CC and DoR assured the PCC that lessons had been learned from the case and appropriate support provided to all those involved.

The CC highlighted key operational incidents including rape cases in Llanelli and Ystradgynlais, a significant drugs warrant carried out in Newtown which resulted in one arrest, and arsons which were currently being investigated in Haverfordwest. There had been two incidents where officers had been assaulted in the past week. The CC stated

that the Force would monitor assaults on police officers in the same way adverse incidents were monitored. The PCC considered the introduction of body worn cameras would support this.

The CC highlighted a fatal quad bike collision which had occurred off-road. The PCC queried if incidents such as this are reflected within collision statistics. This was unclear. It was agreed the Force would investigate and inform the PCC.

Action: Force to ascertain if off-road collisions are reflected in RTC statistics

The CC detailed a significant case of an individual from Welshpool who had pleaded guilty for 24 charges of theft and fraud. The individual had defrauded 12 victims to the value of almost £1.4m and had been given six months to return the money or receive a lengthy custodial sentence.

The CC raised the latest crime statistics released by the Office of National Statistics (ONS). There had been a 9% increase in crime in DPP, which was in line with the national trend. The CC highlighted that DPP were experiencing a significant increase (29%) in weapons possession compared to the national average of 16%. The CC stated this equated to 34 offences and analysis was underway to understand the rise. The CC agreed to provide the PCC with a synopsis of the report.

Action: CC to provide PCC with synopsis of the ONS crime statistics

SR queried if this was related to the news story regarding the increase in young people involved in alcohol related crime. The PCC stated this was result of a Freedom of Information request.

Police and Crime Commissioner's update

The PCC attended the Police and Crime Panel last week, which was the last meeting to be chaired by Andy Edwards as he was retiring. The PCC considered the Panel provided an opportunity to support the OPCC scrutiny role to a greater degree. The draft Police and Crime Plan report had been presented to the Panel which was well received. The PCC agreed to share the report with the CC. SR stated the information received from the Force's consultation events for the Strategic Equality Plan would be useful in supporting the development of the Plan. The PCC was encouraging of the sharing of information from consultations.

Action: OPCC to share the draft Police and Crime Plan report with the Force

The PCC confirmed that offers had been made to two individuals for the role of Community Engagement Officers for the OPCC, with their start dates anticipated during the next month. A discussion ensued regarding vetting, with the DoR assuring that the department were progressing through the applications.

The PCC provided an overview of matters arising at the recent Association of Police and Crime Commissioners.

Director of Resources update

The DoR presented a paper on the performance of the firearms licensing department. The DoR stated there had been an increase in resources to manage the peak of applications as well as continuous improvement work. The DoR considered performance to be good given the current high level of demand. The DoR provided assurance that those applications which are not dealt with within the target timescale have genuine reasons for being delayed. The new medical procedure was highlighted as having an impact on processing delays. A discussion ensued regarding the financing of GP's involvement in the process. The CC highlighted that GPs would continue to suggest to patients to reconsider making a firearms application if they had concerns. A national working group had been established by the Home Office to consider the issue. The DoR stated the firearms department would be preparing a proposal for managing this issue to present to the Chief Officer Group in due course. SR queried what was happening to the applications for which medical feedback had not been received. The DoR stated applications such as this, of which there were approximately 250 including renewals and new applications, were not being processed. SR queried if any temporary licences were being issued as a result of the GP issue. The CFO stated that 157 and 83 temporary shotgun and firearms permits were in effect respectively compared to 263 and 165 last year. It was anticipated that these figures may increase in the short term whilst the issue with medical advice was resolved. The CFO considered it important that the Force have a policy to support risk-based decision making. The CC stated he did not consider it wise to issue temporary permits as a result of the national issue. The PCC enquired how applications taking more than the target timescale of 75 days were monitored. The DoR stated these accounted for approximately 2% of all applications and were escalated to a senior level for consideration. The PCC noted that he continued to receive dissatisfactions regarding delays in licence processing. It was agreed the DoR would provide feedback to the PCC on the matter. The PCC was encouraged that performance was improving and highlighted that DPP have a higher number of firearms licences per head of population than the rest of the country.

Action: DoR to provide PCC with explanation for how firearms applications exceeding the 75 days are managed

Chief Finance Officer's update

The CFO stated that the OPCC would be advertising a 12 month secondment opportunity for an Estates Support Officer imminently. The CFO was currently reviewing the draft budget for 2017/18 prepared by the DoF. The CFO noted the volume of new projects

planned for the forthcoming year, highlighting the need to establish which would have priority over others. The CFO considered that the budget would be set in time for presentation to the Police and Crime Panel in January, despite the uncertainties surrounding the formula funding and settlement.

Updates

User Satisfaction

The CFO stated that a paper had been drafted by the Director of Commissioning (DoC) in preparation for the meeting, however discussions had evolved to consider if the Force wished to provide the victim satisfaction survey on the PCC's behalf. The CC agreed as the Force currently analyse some of the data and he considered it would allow the Force to conduct service recovery at the point of call (current service recovery is via the Public Service Bureau). The CFO stated the budget allocated to the existing service contract of £20,000 would be made available for the work. The CFO would circulate the proposal to the Force following the meeting. It was agreed that the PCC would share with the Force the Home Office guidance on the required level of surveys and reporting mechanisms. The PCC highlighted the need to communicate with the current provider of the survey to inform them that the contract would not be renewed; this will be facilitated via Procurement.

Decision: The PCC approves the decision to allow the contract with Opinion Research Services to cease and to enter into a contract with Dyfed Powys Police to deliver the victim satisfaction survey function from 1st April 2017

Action: Force to identify their point of contact for developing the user satisfaction service

Action: CFO to share the user satisfaction proposal with the Force

Victim Satisfaction / Domestic Abuse

The DoC had expressed concern regarding how delivery against the guidance released in April would be achieved, in particular regarding contacting victims of domestic abuse. A discussion ensued; reaching agreement the matter required further consideration.

Welsh Language Scheme progress report

The report was noted, which the DoR highlighted was the last joint DPP and OPCC report prior to the implementation of the new Standards.

The PCC had met with Cymdeithas yr Iaith and would be discussing the Welsh language standards further with the Welsh Language Commissioner imminently. The DoR stated the concerns raised by Cymdeithas yr Iaith in terms of bilingual reception services had been included in the Force's Welsh Language Standards action plan. The number of Welsh speaking call handlers in the Force Communication Centre (FCC) had been increased. The PCC acknowledged the volume of work required to meet the standards and stated he hoped to learn from North Wales' approach to Welsh language provision.

Any Other Business

999 and 101 Single Tender Request

The DoR presented the report which requested the PCC's approval to renew for the current contract with KCom for 12 months for the support of the 999 and 101 Cisco system. The contract would provide the function whilst the Force are scoping the requirements for a full upgrade in the FCC.

Decision: The PCC approved that the contract for 999 & 101 system support and maintenance be awarded to KCom for a 12 month period, at a cost of £78,856.97

Victim Referral Service / Help Hub

The CFO stated the PCC had approved the decision to allow the contract with Victim Support to cease on 31st March 2017 and provide an in house victim referral service from 1st April 2017. The DoC had prepared an action plan to support the Force in developing the service. The PCC emphasised the need to ensure the service was in place by 1st April 2017 to maintain consistency of delivery.

Decision: The PCC approves the decision to allow the contract with Victim Support to cease on 31st March 2017 and provide an in house victim referral service from 1st April 2017

Action: CFO to circulate the decision log and action plan for transfer of the victim referral service

Action: OPCC to develop service contracts for the user satisfaction and victim referral services to commence from 1st April 2017

Children's Zones

The PCC discussed correspondence from Welsh Government regarding the establishment of Children's Zones. MMS confirmed the letter had been passed on to Bethan James, School Liaison for consideration. It was suggested the matter be raised at the forthcoming Public Service Boards and that the PCC respond to Welsh Government expressing DPP's support.

Action: Children's Zones to be discussed at forthcoming Public Service Boards and for response to be drafted to Welsh Government outlining DPP's support

ACTION SUMMARY FROM MEETING 25/10/16		
Action N°	Action Summary	To be progressed by
PB 2070	OPCC and Road Safety Officer to explore opportunities for collaboration with other Forces regarding road safety advertising campaigns	OPCC
PB 2071	Research elements of road safety proposal to be considered at the inaugural Research Board meeting	OPCC
PB 2072	Force to ascertain if off-road collisions are reflected in RTC statistics	MMS
PB 2073	CC to provide PCC with synopsis of the ONS crime statistics	CC
PB 2074	OPCC to share the draft Police and Crime Plan report with the Force	SR
PB 2075	DoR to provide PCC with explanation for how firearms applications exceeding the 75 days are managed	DoR
PB 2076	Force to identify their point of contact for developing the user satisfaction service	CC
PB 2077	CFO to share the user satisfaction proposal with the Force	CFO
PB 2078	CFO to circulate the decision log and action plan for transfer of the victim referral service	CFO
PB 2079	OPCC to develop service contracts for the user satisfaction and victim referral services to commence from 1st April 2017	DoC
PB 2080	Children's Zones to be discussed at forthcoming Public Service Boards and for response to be drafted to Welsh Government outlining DPP's support	PCC