

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

ACTION SUMMARY FROM MEETING 17/08/16

Action N ^o	Action Summary	Progress
PB 2033	Letter to be sent to Chief Executive of Hywel Dda Health Board detailing concerns with firearms licencing	In progress
PB 2034	Update on PSB review to be provided at the Policing Board meeting on 28 th September	In progress
PB 2035	Press release announcing PCC's membership to the NPAS Board to be sent out	In progress
PB 2036	Finalised HQ accommodation business case to be discussed at the next Policing Board for approval to proceed	Completed
PB 2037	CM to represent the OPCC on the Welsh Language Board	Completed
PB 2038	DCC to inform PCC of number of referrals DPP makes to ACE in the RART	Completed
PB 2039	PCC to record a podcast for the BME event on 7 th September	In progress
PB 2040	OPCC to share timetable for development of the Police and Crime Plan with the Force	Completed
PB 2041	ACC to provide an update on the Pembrokeshire policing needs at the next meeting	In progress – b/f to 16/09/16
PB 2042	DCC to confirm the outcome of the ACPOTAM CCTV bid	Completed

DECISIONS ARISING FROM MEETING 31/08/16		
Decision N°	Decision Summary	To be progressed by
PB T2 05	The PCC agreed in principle to the recommendation that the project to refurbish student accommodation should proceed, but that it should sit within the wider estates strategy in relation to the HQ site. In terms of governance, the implementation of the student accommodation project should be managed through the Estates Strategy Board	DoR
PB T2 06	The PCC approves the award of the custody and CCTV works contract to Kier Construction at a cost of £336,000	DoR

Minutes of meeting held on 17th August and matters arising

PB 2033 – The CFO had discussed the matter with the Head of Firearms Licencing to understand the matter fully prior to determining if a letter still needed to be sent.

PB 2035 – The PCC had met with the Corporate Communications Senior Manager to discuss the media statement, which would be released following the PCC’s first NPAS Board meeting. A discussion ensued regarding NPAS service delivery.

PB 2038 – SR stated that the data received suggested that DPP make a high number of referrals into the Asset Confiscation Enforcement (ACE) in the Regional Asset Recovery Team (RART), which the PCC was content with. The PCC stated that a Freedom of Information request had also been received regarding the matter. A discussion ensued regarding the use of Proceeds of Crime (POCA), with it being agreed that the OPCC’s External Funding Manager and Detective Inspector Anthony Evans develop a business case for future funding.

Action: External Funding Manager and DI Anthony Evans to develop a business case for the use of future POCA funding

PB 2039 – the PCC expressed his disappointment that he was unable to attend, but would be recording a podcast for use at the event.

PB 2042 – the PCC stated the outcome had been received, but SR stated it was awaiting ministerial approval which was due by the end of the week.

Chief Constable's update

The CC provided the PCC with an overview of the cases of six officers and members of staff who were currently suspended.

The CC provided a brief overview of key operational incidents, including an organised rave and a fatal motorcycle collision. The CC considered the level of fatal motorcycle incidents to date was at a similar level to last year. The CC noted the excellent response of officers attending an aggravated armed robbery in Llanelli.

Police and Crime Commissioner's update

The PCC had attended a public meeting with Welshpool Town Council to discuss community concerns. It was agreed that the PCC would relay the concerns to the divisional lead to ensure awareness of the local issues. The CC encouraged this direct dialogue in order to effectively raise community concerns wherever possible.

CC candidates had attended a familiarisation event last week, with the closing date for applications being 1st September.

Consultation with the public over the new Police and Crime Plan was ongoing. The PCC was due to host business breakfasts across DPP during next week's Small Business Week, but attendance was anticipated to be low. SR stated this was a shame as 600 respondents had provided their contact details through the business crime survey conducted by the OPCC in January.

The PCC had met with the Mayor of Newtown and Clerk of the Town Council, who reported no current issues of concern.

The restructure of the OPCC had been completed, with new posts being advertised. The PCC stated the report on the Public Service Bureau was in progress. There was currently a backlog of approximately 100 cases which the team were dealing with. The PCC had also met with some complainants to explain the PCC's remit and discuss how he may or may not be able to help.

The PCC stated September would be a busy month a range of national meetings as well as the Chief Constable recruitment process.

Updates

Provision of accommodation for police officer and PCSO training in headquarters (HQ)

The PCC noted the report, stating that the investment required had risen to £494,000, with a break-even status during year 5 and 6. Following a discussion, the PCC agreed in principle to the investment, but stated the project needed to feature in the wider estates strategy for headquarters. The PCC highlighted the security implications affecting the whole of HQ site.

Decision: The PCC agreed in principle to the recommendation that the project to refurbish student accommodation should proceed, but that it should sit within the wider estates strategy in relation to the HQ site. In terms of governance, the implementation of the student accommodation project should be managed through the Estates Strategy Board

Any Other Business

CCTV review

The PCC requested an update on the progress of the review. The CC stated the review had been conducted prior to the elections, but the report had not been submitted to the Policing Board meetings during the Purdah period. The CC stated the report would be reviewed to ensure that the recommendations remain relevant, prior to re-submitting to the Policing Board for consideration.

Action: CCTV review report to be presented to the Policing Board meeting at the end of September

Demand management review

The PCC suggested a joint OPCC and Chief Officer Group demand and financial planning summit be held in January 2017. The PCC requested that the demand management documents be updated in preparation for the summit. The PCC also sought assurance that the workforce plans supported the growth of local communities. The CC stated the establishment level was set at what DPP could afford, and the new funding formula and Comprehensive Spending Review (CSR) could impact on the establishment. The CC assured that the demands and funding available would be used to make informed decisions on the future establishment. It was agreed the summit was important in supporting the PCC in setting the precept level for consideration by the Police and Crime Panel in February.

Action: OPCC and Chief Officer Group demand and financial planning summit to be scheduled for January 2017

Custody and CCTV works contract

In accordance with the Corporate Governance Framework, the report for the contract award had been submitted to the Policing Board meeting for approval. A range of custody improvement works are required in order to bring DPP's custody suites up to the latest Home Office Standards, at a total cost of £336,000. The DoR thanked the Director of Estates and Chief Finance Officer for their support in developing the report in a timely manner. A discussion ensued regarding ongoing IPCC investigations regarding incidents in custody.

Decision: The PCC approves the award of the custody and CCTV works contract to Kier Construction at a cost of £336,000

SR requested that sufficient notice be provided to the OPCC when contracts require the PCC's seal, in order to ensure relevant staff members are available to affix the seal.

Correspondence received

The PCC noted correspondence received regarding a request for financial support for an all-Wales youth diversion and inclusion programme. The PCC sought clarification, as the OPCC had already contributed to a DPP programme. The CC agreed to review the proposal and provide a recommendation to the PCC.

Action: CC to provide recommendation to PCC regarding the funding of the all-Wales youth diversion and inclusion programme proposal

Roadside breath testing

The PCC raised a query regarding the availability of roadside breath testing kits, following a concern from a member of the public that there may not be sufficient kits available. The CC agreed to conduct a review and provide a report to the PCC.

Action: CC to review the number of roadside breath test kits and provide a report to the PCC

Coroner's removal service in Ceredigion

The PCC had received correspondence expressing concerns over the coroner's removal service in Ceredigion. The PCC had received a comprehensive response regarding the matter from Inspector Roseanne Lloyd, and would be responding to the initial concern accordingly. The CC confirmed that the matter was the responsibility of the Local Authority, and that DPP would represent the concerns to the Coroner if deemed appropriate.

ACTION SUMMARY FROM MEETING 31/08/16		
Action N°	Action Summary	To be progressed by
PB 2043	External Funding Manager and DI Anthony Evans to develop a business case for the use of future POCA funding	OPCC
PB 2044	CCTV review report to be presented to the Policing Board meeting at the end of September	CC
PB 2045	OPCC and Chief Officer Group demand and financial planning summit to be scheduled for January 2017	CM
PB 2046	CC to provide recommendation to PCC regarding the funding of the all-Wales youth diversion and inclusion programme proposal	CC
PB 2047	CC to review the number of roadside breath test kits and provide a report to the PCC	CC