

<b>Members:</b>	Mr Dafydd Llywelyn, Police and Crime Commissioner (PCC) Chief Constable Simon Prince QPM (CC) Mrs Jayne Woods, Chief Finance Officer, OPCC (CFO)
<b>Also Present:</b>	T/Deputy Chief Constable Liane James (DCC)
<b>Apologies:</b>	Mr Adrian Williams, Director of Resources (DoR) Mrs Carys Morgans, Chief of Staff, OPCC (CM) Insp. Mark McSweeney, Staff Officer (MMS) Mrs Claire Bryant, Office Manager, OPCC (CB)

### ACTION SUMMARY FROM MEETING 22/06/16

Action N <sup>o</sup>	Action Summary	Progress
PB 2010	CC to identify force lead for discussions with the fire service regarding opportunities for joint ventures	CC confirmed contact as T/ACC Kelly
PB 2011	Representative from OPCC to meet with force's Corporate Governance Project lead on a regular basis	Completed – regular meetings to be set up
PB 2012	OPCC to make contact with University of Wales Trinity St David's regarding fresher's week engagement	Completed
PB 2013	Neighbourhood Policing Team to provide PCC with briefing session regarding current activity	In progress
PB 2014	CC to provide written response to PCC regarding assurance that contractors pay the minimum living wage	Completed
PB 2015	DoF to provide update on the current status of the travel services provider	Completed
PB 2016	CC to discuss possibility of Police and Crime Plan consultation to be incorporated into forthcoming staff survey	Completed – to be conducted separately
PB 2017	PCC to attend Digital and Cyber Crime Unit to receive briefing on how additional investment has been utilised	In progress
PB 2018	CFO to provide CC with overview of request from Bedfordshire Police regarding support for innovation fund project	Completed
PB 2019	CC to inform PCC whether the force wishes to support Bedfordshire's Innovation Fund bid	Completed

<b>PB 2020</b>	<b>DoR to consider short term resourcing of Public Service Bureau to provide adequate cover during period of recruitment</b>	<b>Completed – to be discussed under later agenda item</b>
<b>PB 2021</b>	<b>Progress of Forensic Medical Services discussions with local health boards to be reviewed in September</b>	<b>Completed – scheduled for discussion at PB on 14/09/16</b>

### **Minutes of meeting held on 22<sup>nd</sup> June and matters arising**

The PCC expressed his thanks to Dylan Davies and Steve Cadene for their support during the PCC’s review of his office structure, which would be announced to staff later today.

The PCC initiated a discussion on Policing Board and Accountability Board structure and attendance. The CFO suggested the Corporate Governance Framework be reviewed in due course, but currently the requirement under the Framework was to have the DoR present at Policing Board meetings.

The PCC provided an overview of completed actions from previous meetings. The CC identified the lead for joint ventures with the fire service would be T/ACC Kelly. The CFO stated that the T/ACC would therefore be invited to join the Estates Board.

The PCC requested that regular meetings with Helen Morgan-Howard and Paul Morris be set up to continue the corporate governance work.

The CC had responded to the PCC to provide assurance that there was a requirement within all contracts for contractors to pay the national living wage, and that the Estates team are responsible for ensuring this is the case. The PCC sought assurance that the appropriate checks and tests were being carried out.

The PCC expressed a desire to communicate with communities and businesses through a series of engagement events. The DCC stated that the Chair of the Independent Advisory Group (IAG) was keen to meet with the PCC to discuss engagement and consultation. The PCC agreed for a meeting to be arranged.

### **Action: OPCC to arrange a meeting between the Chair of the IAG and PCC**

The CC confirmed that DPP were not in a position to commit resources to supporting Bedfordshire’s Innovation Fund project, but would monitor the progress and review DPPs potential future involvement.

## **Chief Constable's update**

The CC provided an overview of the cases of 5 officers who are currently suspended.

The CC stated that he had made contact with all local MPs regarding personal safety advice and support following the Jo Cox murder. The DCC advised that a press release was being prepared in response to a rise in Freedom of Information requests regarding safety of MPs and hate crime. It was agreed that the release be made jointly with the PCC's office. A discussion ensued regarding the increase in recorded hate crime, which was attributed to improved reporting and more robust recording.

The funeral of a serving DPP police officer will take place tomorrow, which the DCC will attend.

The PCC raised some key operational incidents which he had taken note of on the daily state system, including the incident involving missing children in the Brecon Beacons.

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

### ***Resourcing of estates programme of works***

The PCC alluded to prior conversations regarding the resourcing of the estates project board, and assurance had been provided that the ACC would now attend the Board meetings on behalf of the Force. The CFO noted her thanks to Chief Inspector Peter Roderick for his significant contribution to the programme. The PCC urged that the good progress be continued. The DCC assured that the Force's involvement would be supported through their new governance structures which were currently being drafted.

The PCC had met with Superintendent Claire Parmenter and Chief Superintendent Aled Davies to discuss the solution for Carmarthen Neighbourhood Policing Team. Work was due to commence on the ex-Probation building to house staff from Friar's Park, and discussions were ongoing regarding a Carmarthen town location for the NPT.

## **Chief Finance Officer's update**

The CFO reported that the Statutory Accounts had been signed off in draft format and submitted to the Wales Audit Office on 30<sup>th</sup> June. Auditors were currently in Force going through the accounts.

## **Updates**

### ***Public Service Bureau (PSB)***

The PCC highlighted the ongoing staffing shortage in the PSB which required support from the Force. The demand on the PSB services has been high of late, and a recent internal audit has provided limited assurance. It was considered that the majority of issues identified in the audit are a result of the resourcing issue. A discussion ensued regarding the purpose of the PSB, in dealing with low-level complaints at an early stage to reduce the number escalating to formal complaints. The PCC also referenced the police complaints reform and the impact this may have on how the PSB operates, and considered it worthwhile for a review to be conducted into how the PSB triage function links to the wider police complaints handling, in conjunction with the IPCC. This was agreed, with the DCC confirming she would lead the project with the Head of Professional Standards and the OPCC's Quality of Service Manager. The PCC suggested that the PSB pilot be extended for the duration of the review, in order to come to a decision on the future structure. The OPCC had advertised the opportunity for internal secondments into the PSB for a period of up to 6 months, with expressions of interest due by the end of the week. The PCC stated that he had agreed to some overtime being undertaken by OPCC staff to address the backlog of cases.

The DCC queried if there had been a significant increase in contact from the public following the PCC election. The CFO stated that the increase was not significant.

**Action: DCC, OPCC Quality of Service Manager and Head of Professional Standards to conduct a review of PSB and police complaints handling**

### **Any Other Business**

The PCC queried what monitoring of the National Police Air Service (NPAS) was currently in place in relation to their response to calls for service. The PCC considered whether this should be reviewed at Policing Board on a regular basis. The PCC stated his concern regarding the level of service received and the potential apathy that may develop and therefore resulting in a reduced level of requests for service being made by officers. The CC stated that the South West NPAS region was extremely busy. The CC stated that Superintendent Huw Meredith monitored the situation closely. During May, 27 requests for service were made, 18 of which were not attended. One was due to distance to travel time, 11 were incidents where the request was stood down by DPP prior to NPAS arriving and 6 incidents were not attended due to poor weather. The CC stated that the 9 incidents NPAS were involved in during May, a good service was received. The CC reflected that based on the current level of financial contribution (£800,000 p.a.) and the number of requests actioned; there was an average cost to DPP of £6,500 per incident during May. The CC considered that the service received when attended was very good, but the cost was very high. The PCC considered that it would be useful to have a

comparison of demand and usage of NPAS across the regions. The DCC stated that a briefing on NPAS usage was presented at the weekly Chief Officer briefing, and suggested a report be made to the Policing Accountability Board. It was agreed this would be a standing agenda item for the quarterly Accountability meetings. The CC clarified that usage statistics would also be received via the NPAS Board. The CFO expressed that analysis of all information available was required in order to understand the contribution made and service received in order to make appropriate representation to the NPAS Board on what was required by DPP in the future.

The PCC stated that the agenda for the forthcoming Policing Accountability Boards would be drafted shortly and shared with the CC. The DCC expressed the need for terms of reference to be drafted to be shared with staff in order to prepare them for what would be required.

<b>ACTION SUMMARY FROM MEETING 06/07/16</b>		
<b>Action N°</b>	<b>Action Summary</b>	<b>To be progressed by</b>
<b>PB 2022</b>	<b>OPCC to arrange a meeting between the Chair of the IAG and PCC</b>	<b>OPCC</b>
<b>PB 2023</b>	<b>DCC, OPCC Quality of Service Manager and Head of Professional Standards to conduct a review of PSB and police complaints handling</b>	<b>DCC</b>