

| | |
|-----------------|--------------------------------------|
| Meeting: | Policing Board |
| Venue: | OPCC Conf. Room |
| Date: | September the 18th |
| Time: | 14:00 – 16:00 |

| | |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Members: | Dafydd Llywelyn, Police and Crime Commissioner (PCC) Chief Constable Mark Collins (CC) Carys Morgans, Chief of Staff, OPCC (CoS) Beverley Peatling, Chief Finance Officer (CFO) |
| Also Present: | Deputy Chief Constable Darren Davies (DCC) Edwin Harries, Director of Finance (DoF) Nicola Harris, OPCC (NH) Staff Officer Sian Davies, DPP(SD) Miss Mair Harries (MH) |
| Apologies | |

| ACTION SUMMARY FROM MEETING 11/09/2018 | | |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Action N° | Action Summary | Progress Update |
| PB 2332 | Force to provide the OPCC with the 2018/19 Costed Training Plan. | Ongoing |
| PB 2333 | Nicola Harris OPCC to attend 6 monthly IOPC meetings with PSD. | Complete |
| PB 2334 | Force to provide the OPCC with dates of meetings between CC and IOPC Director for Wales Catrin Evans. | Complete |
| PB 2335 | The next meeting of the All Wales Policing Group (AWPG) to feature reforms to the Policing and Crime Act 2017 on its agenda. | Complete |
| PB 2336 | C/Supt Vicky Evans to provide an update on the mental health provision. | Ongoing |
| PB 2337 | JB to liaise with the vetting team regarding the appointment of new members of staff in the finance department. | Complete |
| PB 2338 | Mid-term financial report to be presented at PB in October. | Ongoing |

| | | |
|----------------|--------------------------------------------------------------------------------|----------------|
| PB 2339 | DoF to provide a clear time table of financial reporting to October PB. | Ongoing |
|----------------|--------------------------------------------------------------------------------|----------------|

2. Minutes of Previous Meetings

It was decided that due to the short turnaround following the preceding PB meeting a week previously that all suggested amendments to the minutes be made ahead of the next PB meeting on the 16th of October.

PB 2332 – *Force to provide the OPCC with the 2018/19 Costed Training Plan.* The Board acknowledged that the 2018/19 Costed Training Plan was currently in draft form with the Assistant Chief Constable (ACC) for approval.

Action: Ratified 2018/19 Costed Training Plan to feature on PB agenda for October the 16th.

Action: 2019/20 Costed Training Plan to be presented at PB when available.

3. Chief Constable’s Update

Operational Updates

The CC updated the Board on a range of operational matters including but not limited to a suicide at a Carmarthenshire School, the murder of a Carmarthenshire woman resulting in a 15-year sentence for her killer and ongoing work on Operation Regent (county lines) resulting in 16 arrests.

Organisational Updates

The CC notified the Board that currently no DPP officers or staff were suspended from duty. The CC stated that the Force’s Open Day on Sunday the 16th of September welcomed 1,400 people to Police HQ despite inclement weather. The CC stated that he would be attending the Welsh Chief Officer Group (COG) meeting on Friday the 21st of September and the second national Mental Health Conference would be held in Cardiff on the 24th and 25th of September. It was noted that the ACC would attend the Wales Civil Contingencies Conference in October, and the DCC would attend the next Chief’s Council meeting at the end of the month.

The PCC was invited to explore the Force’s new personal development review system entitled ‘Development Assessment Profile’ before its launch in October.

The Board briefly discussed producing a monthly newsletter specific to each county between the Force and the OPCC’s engagement team to highlight good news stories to the public; the CC stated that this would feature on the agenda of his meeting with the Force’s Basic Command Unit (BCU) commanders this week.

Action: To explore opportunities to develop a monthly newsletter specific to each county with BCU commanders.

4. PCC's Update

Local

The PCC updated the Board on his meeting with ACC Richard Lewis regarding how to proceed with Local Criminal Justice Board meetings (LCJB). The PCC looked forward to attending a meeting with Carmarthenshire County councillors later that evening, followed by a public meeting with the CC and senior Carmarthenshire officers. The PCC also notified the Board of his intended attendance at a Joint Firearms Unit (JFU) meeting with other Welsh PCCs and Chief Officers on the 27th of September.

National

The PCC notified the Board of his attendance at Dolgellau Mart on Friday the 14th of September with North Wales (NW) PCC Arfon Jones.

5. Monthly Topic: Complaints (Nicola Harris)

NH presented an overview of her role as Quality of Service case worker since April 2018. NH presented the Board with complaints statistics dating from April 2018 to September 2018 compiled in line with the Policing Protocol Order (2011). The statistics were presented in three separate levels:

1) *Community Concern Action* – concerns raised by the public including personal concerns, anti-social behaviour and neighbourhood disputes. NH presented the total number of complaints for each quarter including how many cases are ongoing, how many have been resolved, and information regarding how the cases were resolved.

2) *Oversight cases* - NH presented a brief overview of the 8 cases currently ongoing.

3) *Complaints against the CC* - information was provided regarding how many complaints have been received against how many have been recorded by NH. A total of 16 complaints were recorded against the CC during the period, which all related to responding to correspondence and other neglect.

The CC acknowledged that a new recording process in his office would ensure that complaints were acknowledged in a timely manner.

A brief discussion ensued regarding legacy cases. NH informed the Board that 3 had been closed this week.

The CoS and NH stated that the process of recording and mapping complaints had been discussed with the Force's Professional Standards Department (PSD) to ensure an effective service for the public. The Board acknowledged that a review was ongoing regarding the future of the Public Service Bureau (PSB) and that NH was comfortable with ongoing developments from the PSD.

A discussion is due to take place with the Ombudsman's Office in advance of the enactment of complaint legislation changes as set out in the Police and Crime Act (2017) with a view to developing communication regarding the complaints process to the public.

a) Police Handling of Complaints IOPC Press Release

6. Standing Items

a) HR

A brief discussion took place regarding the information provided on officer numbers.

It was agreed that the monthly HR update needed to provide more context regarding officer numbers including police staff numbers, trends around establishment, forecasting and succession planning.

Action: CoS to meet with HR to clarify reporting requirements.

b) Financial Position and Voluntary Exit Scheme

An update was provided in relation to the number of applications for VES along with the financial implications in terms of the lump sum costs and both the in-year and full year savings. It was noted that £390k had already been factored into this year's budget to meet lump sum payments. The CFO and DoF agreed to liaise in relation to options for financing of the additional lump sum payments.

The DoF presented a financial report indicating that as of the end of August 2018 DPP are £422,000 over budget. Work is currently ongoing to understand the out turn position, involving detailed scrutiny of transactions levels of the Force and police staff's budgets for each person. Assessments are ongoing to calculate the likely overspend against ops protect and ports and policing grants, as well as assessments of the measures to reduce spending.

The DoF anticipated that the force budget would balance by the end of the year although the CFO noted caution in relation to overtime demands and factors outside of the control of the police such as legal fees and staff pay awards which may impact.

The DoF stated that police officer pay will be £98,000 underspent with reductions in recruits from 22 to 16, the pay award reduction and other slippage staff moving from ROCU to TARIAN. The DoF stated that officer overtime had reduced as a result of the additional controls and authorisations which had been put in place. Non-pay costs pressures were discussed including the Brechfa Wind Farm escort assistance, contributing to £155,000 overspending. It was noted that fuel inflation, DSP posts and CNI operations project were overspending and may not be covered by grants.

The CFO stated that although the year to date position for estates maintenance costs was underspent this was likely to be balanced by year end noting some areas of savings along with a number of compensating pressures.

The discussion moved on to Collaboration with the CFO stating that improved transparency of financial reporting was required, particularly in relation to the Joint Firearms Unit (JFU). A discussion ensued regarding the NPAS relationship which will cease on the 1st of April 2019 with the CC indicating that several driver training courses had been booked on the site left by NPAS. The PCC stated that the loss of the £35,000 income from NPAS should be factored into the force's budget.

Action: CFO and DoF to discuss financing options of VES outside of PB.

7. Matters for discussion

a) Force draft response to Police Digitalisation – responding to HMICFRS Efficiency recommendation.

The PCC acknowledged the Force's ICT Strategy 2018 to 2024 report and questioned how the Force's Records Management Strategy (RMS) had been taken into account when producing the report. The CC stated that following previous discussion regarding capability modelling the demand work will conclude by the end of October. The Force have budgeted £25,000 for Chapel Associates, a strategic business consultancy firm, to work with the Force for a week on their capability modelling strategy. The CC presented Chapel Associates' involvement as a positive step forward which will put DPP in a strong capability position following criticism from Her Majesty's Inspectorate of Constabulary Fire and Rescue Service (HMICFRS) that DPP have not regularly engaged with external organisations on the matter. The work with Chapel Associates would allow DPP to prepare their position on the Capability Model for the next few years.

The CC acknowledged that further discussion was required between himself and the DoF to establish the full capital and revenue costs for the RMS project. The DCC stated that ongoing work has presented DPP with the requirement for a computer system which frees up officer time and reduces duplication. It was noted that C/Supt Steve Cockwell is currently producing a 5-case business model to present to PB in order to move forward with the procurement process. It was stated that the project would be intrinsic to reducing significant risks in relation to DPP's record management.

b) Capability Study

The Board noted that the Capability Study had been discussed as part of the discussion on 7a - The Force's Response to Police Digitalisation.

c) Scrutiny Reports

The Board accepted a report from the OPCC's Quality Assurance Panel relating to Professional Standards Department Complaints cases (relating to neighbourhood disputes) and Stop and Search Records, and a report from the OPCC's Out of Courts Disposal Panel regarding a dip sampling exercise of a review of burglary incidents between September 2017 and May 2018. The reports have previously passed through DPP's Force Governance arrangement structure and were brought to PB for the CC's consideration before publication on the OPCC website. SD emphasised that the reports reinforced the importance of DPP officers recording incidents clearly, utilising their Body Worn Video cameras in good time during incidents and labelling the videos accurately on DPP IT systems.

| ACTION SUMMARY FROM MEETING 18/09/2018 | | |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------|----------------------------|
| Action N° | Action Summary | To be progressed by |
| PB 2340 | Ratified 2018/19 Costed Training Plan to feature on PB agenda for October the 16th. | MH |
| PB 2341 | 2019/20 Costed Training Plan to be presented at PB when available. | MH/DoF |
| PB 2342 | To explore opportunities to develop a monthly newsletter specific to each county with BCU commanders. | CC |
| PB 2343 | CoS to meet with HR to clarify reporting requirements. | CoS |
| PB 2344 | PCC, CFO, CC and DoF to discuss financing options of VES outside of PB. | MH |
| PB 2345 | OPCC to respond on its decision regarding the NDORS driver retraining scheme. | MH |