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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)DCC Claire Parmenter, DPP (DCC)Assistant Chief Constable Emma Ackland, DPP (ACC)Carys Morgans, Chief of Staff, OPCC (CoS)Beverley Peatling, Chief Finance Officer, OPCC (CFO)DoF Edwin Harries, DPP (DoF) |
| **Also Present:** | Detective Superintendent Estelle Hopkin-Davies, DPP (EH-D)Chief Inspector Jolene Mann, DPP (JM)Emma Northcote, Corporate Communications, DPP (EN)DI Richard Yelland, Staff Officer, DPP (RY)Mair Harries, Executive Support Officer, OPCC (MH) |
| **Apologies** | Chief Constable Mark Collins, DPP (CC) |



**Meeting: Policing Board**

**Venue: Skype Meeting**

**Date: 9th of October, 2020**

**Time: 09:30 – 12:30**



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| **Action No** | **Action Summary 18th of September** | **To be progressed by** |
| **PB 2413** | **The PCC to contact the ACC on Sunday evening regarding developments in Penally ahead of potential press interest on Monday.** | **Completed** |
| **PB 2414** | **CT to provide the PCC with a timeline for the smarter working project.** | **Ongoing** |
| **PB 2415** | **The CoS to review the number of complaints being incorrectly directed to the OPCC over the next few months to assess whether the public are having difficulty finding the correct contact details for the PSD.** | **Complete** |
| **PB 2416** | **The ACC to ensure that the PCC’s concerns regarding first point of contact with the Force via the 101 number are passed to the new Gold Group being formed to address triaging calls from the public.** | **Complete** |
| **PB 2417** | **The PCC and DCC to discuss the outcome of a hearing on the 16th of September outside of the Policing Board.** | **Complete** |
| **PB 2418** | **The new PSD Framework and lessons learned to be discussed at the January Policing Board.** | **Complete** |
| **PB 2419** | **The CoS, NH and the Force to discuss the Sancus Service prior to the contract being considered in February 2021.** | **Complete** |
| **PB 2420** | **The PCC requested that the CoS ensure the OPCC’s Engagement Team are actively involved in the social media campaign following the allocation of participatory budget funding.**  | **Complete** |
| **PB 2421** | **PCC engagement to raise awareness of the Victims’ Code to become a part of the forward planning work in the OPCC.** | **Complete** |
| **PB 2422** | **The OPCC to consider working with the Force’s Comms Team to highlight upcoming changes to the Victims’ Code.** | **Complete** |
| **PB 2423** | **The Force to share data in relation to case outcomes, victim withdrawal figures and victim satisfaction with the PCC so he can share the information with the public to explain the Force’s performance in the area.** | **Complete** |
| **PB 2424** | **The ACC to provide an input into the PCC’s LCJB following her chairing the regional LCJB to give partners an overview of the national picture surrounding the victims’ journey.** | **Complete** |
| **PB 2425** | **The ACC to share timelines with regard to forming the centralised crime recording team with the PCC.** | **Ongoing** |
| **PB 2426** | **The ACC to update the Board on the Force’s reliance on recording on the MAVIS system following Chief Inspector Mark McSweeney’s review.**  | **Complete** |
| **PB 2427** | **October the 9th Policing Board to include an agenda item on the difference the new Neighbourhood Policing Team structure has had on officers and communities.**  | **Complete** |
| **PB 2428** | **The PCC to attend a tasking process in Carmarthenshire in October as part of the Force DMM.** | **Ongoing** |
| **PB 2429** | **All Board members to review the victim information pack and provide feedback to AP.** | **Complete** |
| **PB 2430** | **The DCC and ACC to discuss including victim satisfaction data in the Force’s Performance reports to Policing Accountability Board.** | **Complete** |
| **PB 2431** | **The ACC to ensure that Chief Superintendent Jon Cummins’ paper regarding opportunities to work with and align events with other organisations is shared with the OPCC.**  | **Complete** |
| **PB 2432** | **The CoS to draft a joint letter from the PCC and CC to external organisations to host facilitated sessions across Mid and West Wales to discuss opportunities to work together and potentially host regular meetings.**  | **Ongoing** |

**2. Minutes**

The Board agreed that with a few amendments the minutes of the previous meeting were a true and accurate reflection of the discussion.

The PCC extended his thanks to the investigative teams that have been a part of the high-profile murder case in Nantgaredig, Carmarthenshire.

**Action: PCC to send a letter to the Senior Investigating Officer of the Nantgaredig murder case, expressing his thanks for the Force’s exemplary work.**

The PCC also thanked the Force for their involvement in a missing person case earlier in the week which included good partnership work with the National Police Air Service (NPAS).

**3. Operational and Organisational Update**

It was noted that all operational and organisation updates were given as part of subject area updates within other agenda items during the meeting.

**4. PCC’s Update**

The PCC updated the Board on his engagement activity in Penally, Pembrokeshire. He also stated that he has been speaking with Chief Inspector Christina Fraser regarding issues around drugs in Penparcau, Aberystwyth and what support the PCC’s office could offer with engagement activity in the area.

The PCC also stated that he has been working on national IT projects as part of his membership of the Police ICT Company Board.

**Action: The PCC to liaise with his Exec Team regarding making representation to Welsh Government about Home Office-led IT projects and the issues surrounding progressing these projects.**

**5. Standing Items**

**a) Data Protection**

The PCC thanked the Force for the report submitted and queried capacity to meet the statutory timeframes of handling Freedom of Information (FoIs) requests. The DCC stated she receives fortnightly meetings with the Force Information Manager to monitor the situation. She stated that a small proportion of the requests have been outside the time limit, however Dyfed-Powys Police has been between 96% and 98% compliant compared to a national compliance rate of 90% for the last 3 months.

**b) Covid-19**

A verbal update was provided by the Force. It was noted that a review is being conducted of the response strand to Covid-19. The review will scrutinise the Force’s response over the past 7 months and will attempt to streamline the Force’s approach to the meeting structure around Covid-19. The Force quickly established Gold and Silver response groups at the beginning of the lockdown period, and accompanying these meetings were Silver Sub-groups which have been subsumed into business-as-usual activity as opposed to emergency response. In recent weeks as Covid-19 levels have increased and Llanelli, a town within the Dyfed-Powys Force area, has been placed under lockdown restrictions.The Silver Group has been reinstated as a weekly meeting and will be chaired by Superintendent Craig Templeton. The sub-groups and Bronze Groups attached to this meeting to cover matters such as comms and operational guidance will also resume. It was noted that the Gold Group would occur every two weeks and would be chaired by the DCC. The Gold Group only features a small number of key individuals who are vitally required to attend to feed information back to various departments.

The PCC stated that the local community were responding very positively to the Force’s engagement activity. The PCC stated that he has been pleased to see Force engagement with the public publicised in the media across the Force area. The DCC stated that she attended a Cross Party Group for Policing on Tuesday the 6th of October where Elin Jones MS praised the Force’s engagement and enforcement activity in Ceredigion in particular. The ACC went on to say that the Force’s engagement with partners during the Covid-19 pandemic had been very positive, and that connectivity between the Force and external organisations was beneficial for all parties.

The ACC noted that Welsh Government had requested that Forces in Wales conduct plenty of engagement work with the public, however the focus in England appears to be more on enforcement. The ACC stated that this may be changing as different areas of Wales go into lockdown. A brief discussion ensued regarding a request by HMICFRS Wendy Walters and Welsh Government to review Dyfed-Powys Police’s enforcement activity Llanelli. The ACC stated that Dyfed-Powys Police’s focus on engagement has been the right decision, alongside supporting enforcement activity conducted by Local Authorities in the Force area.

**c) Finance**

The DoF provided the Board with a financial update based upon spending patterns to the end of September 2020. The Force is projecting a net overspend of £34,000 by the end of this financial year at this stage based upon current spending patterns.

It was noted that Force spending against the budget is being affected by the Covid-19 outbreak with significant additional costs and losses in income being experienced throughout April to September. The DoF stated that the prospects of an enhanced lockdown period has necessitated more pessimistic assumptions around income losses. Expenditure on training, Private Transport and Conferences continue to show some savings at this stage linked to the Covid-19 lockdown.

The Home Office have confirmed that the Department of Health and Social Care will be meeting all costs of Medical Grade Personal Protective Equipment (PPE) purchased by the Force. A return has been submitted to the Home Office that totals £347,000 from March onwards. Future supplies of PPE are being sourced via central procurement arrangements at no cost to the Force.

In addition, some additional information on recovery of income losses has been released by the Home Office this week however further time is needed to fully assess the impact of this on income losses reported. The Report continues to incorporate the cost pressures in relation to income losses and increases in insurance premiums referred to at the last meeting.

There are a number of potential ill-health retirements being considered from a medical perspective and the projections assume that a number will be permanently unable to fulfil the functions needed to act as police officers and will be unsuitable for redeployment into other roles. This position is being closely monitored.

The DoF stated that this position does not incorporate a reserve transfer in respect of Operation Talla at this stage. The position continues to evolve and further revisions to this projected position will be needed as the year progresses and as the position on costs, income, funding and indeed on any further restrictions that may be implemented become clearer.

The Force is incurring some costs in relation to policing activities in the Penally area and the current costs are included in projection at the current rate of spending. For the purposes of the DoF’s projection, it has been assumed that the additional costs of this activity will be fully funded however this has not been formally confirmed at this stage.

The Force continues to submit details of Operation Talla and Operation Uplift costs to the Home Office as required. The spending on Operational Uplift for August was sufficient for a full draw down of grant up to the end of that month and it is anticipated that spending for September and future months will comfortably exceed the grant amount following the July intake.

In relation to Capital, a summary of spending against budget for the 2020/21 financial year is included in the DoF’s report. In total, spending was £2.028 million against a budget of £16.224 million with £2.240 million being committed at this stage. Work is ongoing to update the Capital Programme for current and future years as part of the Medium Term Financial Planning process.

**d) Engagement and Communication**

The CoS stated that a decision has been made that the Connecting Communities Group will no longer continue to be chaired jointly by the DCC and CoS under the new governance arrangements. It will be utilised as aformalised mechanism for communication between the OPCC and the Force’s communication team. The DCC stated that the Force needs to ensure that their objectives for the next months are aligned to the OPCC’s objectives, and that engagement with the public continue to address the PCC’s priorities. An update on Engagement and Communication matters will be included as a standing agenda item at Policing Board moving forward.

**6. Focus: The impact of Operational Campaigns including Comms, Social Media and Roads Policing over the summer.**

EN stated that the comms team chose a strategy very early on during the lockdown period in order to emphasise the importance of adhering to Covid-19 restrictions and what the Force’s enforcement objectives were going to be. EN stated that the comms team had a clear vision and objectives throughout the lockdown period which ensured that the public saw that the police were not working to oppress the community, but were there to help keep them safe. The PCC praised the comms team’s work and their social media response to Covid-19, stating that their online activity and public engagement encouraging the public to respect the Covid-19 restrictions had been outstanding.

Moving on to Roads Policing, the PCC stated that nationally there has been an erosion of roads policing officers. He queried whether Dyfed-Powys Police intended to give a higher platform to the Roads Policing Team who cover a huge area of road networks in the Dyfed-Powys area, and have been instrumental during the Covid-19 lockdown creating traffic stops and reducing non-essential travel into and around the Force area. The ACC stated that she was chairing a new Force Group which is attended by Roads Policing team representatives, giving them a solid platform to bring matters to the attention of high-ranking officers. The ACC stated that Dyfed-Powys Police place an emphasis on denying criminals the road, and also undertake a lot of work on road safety through the Roads Policing team’s collaborative work with Go Safe the road safety charity.

A brief discussion ensued regarding other forces regularly approaching Dyfed-Powys Police because their own roads policing teams have been dismantled and they wish to learn from Dyfed-Powys Police’s work. The DCC stated that the Dyfed-Powys Police Roads Policing Team has been very proactive during the lockdown period, highlighting 317 drunk driving related arrests between March and June 2020.

The discussion moved on to #ProjectEDWARD which hosts a week of engagement activity across Britain and Europe highlighting the importance of Road Safety. It was noted that Dyfed-Powys Police recorded 191 road safety offences during the week, and coupled with the Go Safe team’s recording over 700 offences, a significant number of enforcement activity took place, placing Dyfed-Powys Police third nationally in terms of the numbers recorded.

**7. Any Other Business**

**a) Community Tensions caused by Covid-19**

The Board was informed that the Force was conducting positive engagement across the Force area to resolve community tensions. It was noted that enforcement was only done as a last resort. An example was given of individuals being turned away from an area currently in lockdown, and subsequently being found to have attempted to re-enter the area via another road.

**b) Operation Dovecote and Oakridge**

The Board heard that Operation Dovecote commenced in March 2020 and was based around the Force’s intend with regard to enforcement activity. It was noted that Dyfed-Powys Police had a high level of enforcement activity over the summer as the tourist industry was gradually allowed to reopen. The Board heard that 1639 fixed penalty notices were issued in the summer, and that 60% of those issued were given to individuals who did not live in the Dyfed-Powys area. It was noted that scrutiny activity had been conducted with regard to perceived disproportionality of fixed penalty notices being given to individuals from the Black Asian Minority Ethnic communities, and that the Force were comfortable with their position.

Operation Oakridge was Part 2 of Operation Dovecote which commenced as lockdown restrictions eased in July 2020. Operation Oakridge assessed the predicted demand on the Force over the summer including enforcement activity, policing tourist areas and deterring raves across the Force area. The DCC stated that the Dyfed-Powys Police comms team had done an excellent piece of work over the summer which conveyed members of the public detailing how their lives are negatively affected when illegal raves are hosted in their communities. EN stated that the comms team chose a strategy very early on during the lockdown period in order to emphasise the importance of adhering to Covid-19 restrictions and what the Force’s enforcement objectives were going to be.

**c) Automatic Number Plate Recognition (ANPR) and National ANPR Service (NAS)**

EH-D provided a detailed update in relation to the transition to NAS, and some of the concerns relating to timescales and operating capability. The Force’s NAS subscription has increased from £30,000 to £65,000 in the last year.

A discussion ensued in relation to the risks associated with this project and the lack of communication by the Home Office.

The PCC queried whether anything needs to be done at a higher level to progress this work. EH-D stated that Chief Constable lead Charlie Hall and PCC Mark Burns-Williams will send a strongly worded letter to the Home Office to ensure that appropriate actions are taken to remedy the situation. The DCC stated that an NPCC meeting was held this week, and it was firmly put to CC Hall that this matter needed to be progressed.

The PCC queried whether the Force could maintain the current Force system, while the Home Office were progressing the NAS work. EH-D stated that this would be possible, however it would be at a continuing cost to the Force.

EH-D stated that the Force had to comply with regulation 109 of the Road Vehicle Construction and Use for ANPR regarding the visibility of in-car cameras and that work was ongoing to ensure the Force is compliant. EH-D also noted that the Force was in the process of replacing Welsh Government road cameras with Civica cameras, however the Welsh Government have agreed to continue paying for the infrastructure of the cameras while the Force are paying for the maintenance of the cameras themselves. The ACC stated that Welsh Government had offered support to Gwent Police while they replaced the cameras in that Force area, and suggested it would be worth communicating with Welsh Government regarding support in the Dyfed-Powys Force area.

EH-D stated that consideration needed to be given to the audit capability in-Force to review the ANPR work moving forward. She noted that a meeting would take place next week between teams from the four Forces in Wales to see whether it would be beneficial to have one post across Wales which could conduct audits for all four Forces. It was noted that EH-D was in constant communication with the Dyfed-Powys Police financial team to ensure that everyone has a good understanding of costs.

EH-D moved on to benefits realisation, stating that she was meeting regularly with the Force Benefits Realisation officer in-Force to ensure ANPR work is included. A legitimacy report is published quarterly to assess why the Force requires ANPR and what it is used for, and is presented to the ACC for review. EH-D closed by stating she continues to chair of the Welsh ANPR group.

A brief discussion ensued regarding the capacity of the ANPR team as it was suggested that one member of staff currently on sickness leave has a great deal of corporate knowledge which isn’t shared with a wider team. The ACC requested that EH-D provided a paper to her outlining the requirement for additional support in the team to support the ongoing work of the department.

**Action: EH-D to provide the ACC with a paper outlining the requirement for additional staff in the ANPR team.**

**e) Code of Ethics Presentation**

JM presented the new Code of Ethics governance arrangements which were reviewed in June 2020. This considered attendance at the Force’s Ethics Committee with a view to ensuring adequate representation of Force departments. Membership now includes 3 independent members to be Quorum, representation from the IAG Force Chaplain, youth forum, volunteer representatives and others. JM stated that her vision was for members to promote the Ethics Group to other staff and encourage individuals to make referrals. It was also noted that Dr Tristan Nash from the University of Wales St. David’s, and JM have been appointed as Independent Committee Chair and Committee Vice Chair respectively. JM also stated that an Ethics Triage Panel has been established along with the introduction of a new Internal Ethics Group and a Code of Ethics Business Plan 2020/21 to drive the Group’s business forward. The first meeting of the Internal Ethics Group is the 20th of October 2020.

The discussion moved on to leadership and training. Discussion has been held in-Force to make the new Intranet site more dynamic and encouraging of healthy debate around ethical dilemmas. JM stated she would like videos and training material to go on the site for officers and staff to refer to.

Dr Tristan Nash is working on a training package for the group which can also be shared with the wider organisation for wider awareness of ethics across the Force. The training package will be published on the intranet site by November 2020. JM stated that the Force needed to be more ready to have difficult conversations with leaders around ethics, and that the Force were developing a masterclass programme for managers which will feed into the Transformational leadership programme and the Force’s ‘doing the basics brilliantly’ programme. JM stated that she was now part of the Police Ethics Network (PEN) which will allow Dyfed-Powys Police to learn from other forces’ approach to ethics.

JM stated that there are a range of opportunities used by other forces to bring ethics to life for officers and staff. She referred to an E-Card used by Devon and Cornwall Police which celebrates ethics in everyday policing and celebrating good work. This card can be used as part of the Force’s DAP process. Work is ongoing to develop a Force Ethics Identity logo and a Code of Ethics newsletter to raise awareness of the group and embed ethical leadership throughout the organisation. Finally, JM stated that she was looking to explore partnership opportunities for the Force to learn from other organisations’ ethical dilemmas. This last piece of work has been delayed by Covid-19 however students at The University of Wales Trinity St. David’s were progressing this work.

The PCC thanked JM for her presentation. He noted that the Force has received criticism in the past from HMICFRS and it was pleasing to see that ethics would become more mainstream and that the work could be linked to the DAP process. The CoS stated that she and the OPCC’s Quality of Service Manager have been involved in the development of ethics engagement in the Force and looked forward to progressing the work in future. The PCC queried when the Intranet site would be ready to launch, and was informed that staff were currently receiving training on the site to be able to design the web-page as required.

A brief discussion ensued regarding the work of Supt Ross Evans in the Learning and Development team and how that could dovetail with embedding ethics awareness across the Force through training courses. The ACC stated that Supt Evans had previously expressed a desire to include ethics awareness as part of wider learning in the Force, and informed JM that he intended to link in with her on the matter shortly. The PCC once again extended his thanks to JM and Chief Officers for their continued work on the subject.

**Action: Jolene Mann to liaise with Emma Northcote and the comms team regarding the progression of ethics work and the inclusion of the decision making process for ethical dilemmas on the Force external website.**

**Action: An update from Jolene Mann on ethics to be provided to the PCC in January 2020.**

**f) Draft Governance Structure**

The ACC stated that upon joining the Force in Spring 2020 she felt there were opportunities to streamline the Force’s Governance Structure. The ACC sat in a number of meetings and concluded that many meetings were used as briefings, as opposed to focusing on risk and generating action. It was noted that the ACC, KP and the team had reviewed every meeting’s Terms of Reference (ToR), list of attendees and reviewed a benefits analysis process. The ACC expressed her gratitude for the work KP had done, and for taking the project forward with other members of staff.

KP stated that the Governance Review has been conducted in a phased approach. The learning KP’s team has drawn on comes from the Covid-19 pandemic, during which time Forces and partners had to work in a very agile way to draw together effective governance structures in quick time. KP also noted that Covid-19-related meetings resulted in actions being distributed quickly and updates being provided promptly, which was something she was keen to embed within the Force’s new Governance Structure.

KP noted that the first Governance Structure was launched by the Force in 2017. The Structure was reviewed in 2018 aligned to the PEEL assessment framework. The most recent review was conducted in order to draw on the learning of the Covid-19 months. Superintendent Jon Cummins led on Phase 1 of the Review which dealt with the operational arm of the structure.

KP stated that one of the key elements of the review was to ensure that the correct ranking officer was chairing each meeting, and that officers and staff felt empowered to make decisions and drive the actions. It was noted that the ToRs for all meetings have been reviewed and would be subject to annual reviews moving forward. KP stated that in future there would be two Chief-led boards, namely the Force Performance Board and the Force Executive Board.

KP moved on to discuss Phase 2 of the review which involved reviewing the financial and people arms of the Governance Structure. It was noted that Chief Superintendents had fed their views into the review, and that the team were currently in consultation with the Assistant Directors.

The PCC suggested that it may be necessary to make amendments to the graphic relating to Policing Board and Policing Accountability Board. The PCC suggested that the graphic should show how these two boards affect the flow of information between Force Performance-related boards, and asked that KP liaise with his office in order to discuss how to convey this clearly on the graphic.

**Action: Kerrie Phillips to liaise with the OPCC Executive Team regarding the governance structure into Force Performance-related boards and the OPCC Policing Boards.**

KP advised that the sequencing of meetings was key and that she had worked with the OPCC and the Chief Officers’ Office to diarise the Policing Accountability Board, Force Performance Board and Force Exec Board for the next 18months to ensure that lower-level meetings were scheduled appropriately for escalating matters to these Boards if necessary.

The PCC suggested that staff needed to be more aware of which groups needed to review their documents and what the important dates were for consideration of the document .The ACC stated that the plan was for the structure to be published and for staff to be made more aware of the steps they needed to take to progress documents up to high-level meetings. The ACC went on to say that the current meeting structure did not allow enough information to be shared with front line officers and the wider organisation. She stated that part of the new Force intranet would include highlight reports of each meeting that any officer and staff could click on and read in order to receive and overview of what was discussed at each meeting. The DCC went further, stating that the new IT and video recording capabilities introduced to all staff during the lockdown period would allow meetings to be recorded and for staff to watch the discussions taking place.

KP stated that the governance arrangements are a trial as part of the Force’s move to Office365. It was noted that Office365 would give staff the ability to host meetings and create online repositories of information. KP stated that work on Office365 was currently underway. KP went on to state that there is a meeting within the Governance Structure called the Strategic Planning meeting which will generate a Strategic Planning cycle. This will help the Force identify key areas of risk for the organisation drawn from the register, Her Majesty’s Inspectorate of Constabulary Fire and Rescue Service (HMICFRS) Areas for Improvement (AFIs) and recommendations, internal audits and several other repositories. This will be used to drive business forward within the Governance Structure and wider organisation. Being able to identify areas of risk easily will also inform the strategic planning aspects for the Force. Work is ongoing within KP’s department to develop this, led by KP and Chief Inspector Elaine Bendle. The CoS emphasised the importance of OPCC involvement with the Strategic Planning meeting due to the office’s work on creating a new Police and Crime Plan.

**Action: Kerrie Phillips to consider OPCC involvement in the work of the Strategic Planning meeting in order to develop pieces of work such as the 2021 Police and Crime Plan.**

The CoS went on to query whether it would be possible to include the flow of information between the Force and the Public Service Boards (PSB) on the infographic. The CoS stated that at the last Policing Board meeting on the 18th of September the board discussed the OPCC and the Force’s inconsistency with their approach to the PSBs, and that having a clear flow of information noted on the graphic would allow both organisations to get more out of their engagement with the PSBs.

**Action: The OPCC Executive Team to consider their engagement with the boards on the Governance Structure to ensure they are represented appropriately.**

**Action: KP to liaise with the OPCC Exec Team regarding creating an additional page to the structure detailing engagement with external boards and groups.**

The CFO requested that further thought is given to the sequencing of some of the Estates meeting, stating that consideration should be given to whether some groups are ‘task and finish’ groups or are they established, formal groups. The CFO also recommended consistency with regard to sequencing IS&T and fleet meetings too so that they fed effectively into financial meetings.

**8.**

**a) Asylum camp in Penally, Pembrokeshire**

The PCC stated that he had made his views on the asylum camp in Penally and its impact on local residents very clear in correspondence with the Home Office and with the local community. He stated that he and the Force were sending a joint letter to the Home Office on Monday the 12th of October regarding the matter. The Board briefly discussed an apology which had been offered by the Home Office regarding the lack of discussion prior to the camp in Penally being arranged. The PCC stated that he felt he had been very proactive with regard to the matter, stating he had spoken with local faith leaders in Penally during engagement events in the area. He also stated that he hosted a discussion with HMICFRS Wendy Williams regarding the fact that the Home Office had disregarded the recommendations of the Windrush Report she wrote and the unintended consequences of the Penally Camp on both local residents and the asylum seekers themselves.

The CFO stated that she had been liaising with the finance team within Dyfed-Powys Police to create a comprehensive financial report to support the Force’s Special Grant Application regarding Penally. It was noted that a draft covering letter had been provided to the PCC for review. The CFO queried whether the financial report needed to include opportunity costs, and whether the Force had received communication to confirm that the Home Office would consider opportunity costs. It was noted that the Home Office have provided the Force with a list of the opportunity costs they would consider as part of the £350,000 grant application.

**Action: The CFO to make amendments to the letter to the Home Office regarding a Special Grant Application for costs relating to the Penally asylum camp.**

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| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2433** | **PCC to send a letter to the Senior Investigating Officer of the Nantgaredig murder case, expressing his thanks for the Force’s exemplary work.**  | **PCC** |
| **PB 2434** | **The PCC to liaise with his Exec Team regarding making representation to Welsh Government about Home Office-led IT projects and the issues surrounding progressing these projects.** | **PCC and OPCC Exec Team** |
| **PB 2435** | **EH-D to provide the ACC with a paper outlining the requirement for additional staff in the ANPR team.** | **Estelle Hopkin-Davies** |
| **PB 2436** | **Jolene Mann to liaise with Emma Northcote and the comms team regarding the progression of ethics work and the inclusion of the decision making process for ethical dilemmas on the Force external website.** | **Jolene Mann** |
| **PB 2437** | **An update from Jolene Mann on ethics to be provided to the PCC in January 2020.** | **Mair Harries** |
| **PB 2438** | **Kerrie Phillips to liaise with the OPCC Executive Team regarding the governance structure into Force Performance-related boards and the OPCC Policing Boards.** | **Kerrie Phillips** |
| **PB 2439** | **Kerrie Phillips to consider OPCC involvement in the work of the Strategic Planning meeting in order to develop pieces of work such as the 2021 Police and Crime Plan.** | **Kerrie Phillips** |
| **PB 2440** | **The OPCC Executive Team to consider their engagement with the boards on the Governance Structure to ensure they are represented appropriately.** | **OPCC Exec Team** |
| **PB 2441** | **KP to liaise with the OPCC Exec Team regarding creating an additional page to the structure detailing engagement with external boards and groups.** | **Kerrie Phillips** |
| **PB 2442** | **KP to ensure that the All Wales Policing Group noted on the graphic is changed to reflects the Group’s new name of ‘Policing in Wales’.** | **Kerrie Phillips** |
| **PB 2443** | **KP to liaise with the OPCC Exec Team regarding creating an additional page to the graphic detailing engagement with external boards and groups.** | **Kerrie Phillips/OPCC Exec Team** |
| **PB 2444** | **The CFO to make amendments to the letter to the Home Office regarding a Special Grant Application for costs relating to the Penally asylum camp.** | **CFO** |