

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

ACTION SUMMARY FROM MEETING 01/06/16

Action N°	Action Summary	Progress
PB 2007	ACC to brief PCC on demand management project	In progress – meeting to be established
PB 2008	PCC to be provided with Chief Officer portfolio list	In progress – currently being revised
PB 2009	OPCC to arrange Policing Board on a fortnightly basis	Completed

DECISIONS ARISING FROM MEETING 22/06/16

Decision N°	Decision Summary	To be progressed by
PB T2 02	The PCC approved the virements to create a single ESMCP budget heading totalling £1.6m	DoF
PB T2 03	The PCC approved the capital budget virements to increase the cyber-crime by £200k and ANPR budgets by £40k	DoF

Minutes of meeting held on 1st June and matters arising

The minutes were agreed as a true record.

The PCC and CC discussed that they had both had positive discussions with the Chief Fire Officer regarding opportunities for co-location. It was agreed that the CC and PCC would carry out joint public engagement regarding this, and that the CC will identify a point of contact for the OPCC to maintain communication with.

Action: CC to identify force lead for discussions with the fire service regarding opportunities for joint ventures

The PCC stated that the other Welsh PCCs were supportive for the PCC to represent them on the NPAS board.

Chief Constable's update

The CC provided an update on key live operational matters, and reported that 5 members of staff were currently suspended.

The PCC requested that the OPCC be involved in the governance structures review currently being undertaken by the force.

Action: Representative from OPCC to meet with force's Corporate Governance Project lead on a regular basis

Police and Crime Commissioner's update

The PCC discussed a request which had been received by the OPCC from a local university for involvement in their fresher's week promotional activity. It was agreed that the OPCC would make contact with universities to obtain further information to support local officer decision making.

Action: OPCC to make contact with University of Wales Trinity St David's regarding fresher's week engagement

The PCC requested that he be briefed on the current work of Neighbourhood Policing Teams in order to gain a better understanding of how the approach to community engagement may differ in various parts of the force area. The PCC had been informed that Police and Communities Together (PACT) meetings did not occur in every community. The CC stated that this was due to local officers being allowed the flexibility to engage with their communities through what they consider to be the most appropriate method.

Action: Neighbourhood Policing Team to provide PCC with briefing session regarding current activity

The PCC sought reassurance that the minimum wage was being paid to all staff working for DPP, including those employed via contractors. The CC confirmed that all staff employed by DPP were, and stated that this would be checked with contracted services prior to the CC providing a written response to the PCC. A discussion ensued regarding the procurement process, and that the requirement to pay the living wage will need to be made explicit within procurement activities.

Action: CC to provide written response to PCC regarding assurance that contractors pay the minimum living wage

The CFO noted that she was aware of some issues with the travel services provider, and queried if these had been resolved. It was agreed that the DoF will provide an update.

Action: DoF to provide update on the current status of the travel services provider

The PCC initiated a discussion about the circulating of Policing Board minutes to all staff. The CC agreed to consider the matter to draw staff's attention to the public record of the meeting.

The PCC sought the CC's view on including consultation on the new Police and Crime Plan priorities in the forthcoming staff survey. The CC agreed to discuss the possibility with the staff survey team.

Action: CC to discuss possibility of Police and Crime Plan consultation to be incorporated into forthcoming staff survey

The CFO brought to members' attention the capital virements which required the PCC's approval. These had been approved at the Chief Officer Group, and in line with the Corporate Governance Framework, also required authorisation from the PCC. The ESN allocation, mobile data and airwave set replacement headings will be merged under one ESMCP budget heading totalling £1.6m. There will also be reallocations of funds to meet the force's changing needs: Track My Crime (-£100k); postal requisitioning (-£10k); officer portal and EWS (-£25k); EDRM (-£55k); device rationalisation programme (-£50k); ANPR (+£40k) and cyber-crime (+£200k). The CC assured that the reduction to Track My Crime was due to a zero-cost solution being sourced. A discussion ensued regarding the increased investment in cyber-crime. The CC stated that this had been an area of significant investment, through the establishment of the Digital Cyber Crime Unit (DCCU) to tackle the increasing rate of cyber-crimes. The CC suggested the PCC visit the DCCU to receive a briefing on how the investment had been utilised. It was agreed that more publicity was required regarding the impact of the DCCU in order to provide the public with reassurance.

Decision: The PCC approved the virements to create a single ESMCP budget heading totalling £1.6m

Decision: The PCC approved the capital budget virements to increase the cyber-crime by £200k and ANPR budgets by £40k

Action: PCC to attend Digital and Cyber-Crime Unit to receive briefing on how additional investment has been utilised

The CFO noted that proposals for the Transformation Fund were required in a timely manner. No suggestions had been received to date.

The CFO enquired if the CC was aware of DPP being requested to be involved in Bedfordshire's Innovation Fund bid regarding cyber stalking, bullying and harassment. The previous DPCC had reportedly supported the bid and it had been suggested that DPP resources would be made available. The CC was also unaware, but agreed to consider the matter prior to responding to Bedfordshire.

Action: CFO to provide CC with overview of request from Bedfordshire Police regarding support for innovation fund project

Action: CC to inform PCC whether the force wishes to support Bedfordshire's Innovation Fund bid

The PCC brought to the CC's attention the staffing of the Public Service Bureau (PSB). The member of staff seconded from the force to the PSB will be transferring into his new role in the force on Monday 27th June, leaving the force-funded position vacant. The PCC requested that this be filled, and it was agreed that an internal secondment 6 month opportunity be advertised. The CFO requested that a short term replacement be found from the force to maintain service delivery during the recruitment period. It was agreed the DoR will consider the options.

Action: DoR to consider short term resourcing of Public Service Bureau to provide adequate cover during period of recruitment

Updates

Body Worn Video

The PCC noted the evaluation report, stating that it was useful to see the qualitative comments about the positive impact from the trial, although considered the number in the trial to be relatively small, at 27. The CC stated the footage obtained from the cameras was very powerful for use in court, will safeguard officers as well as modify officer behaviour if necessary. The CC stated that the possibility for joint procurement with North Wales and South Wales was currently being explored.

Forensic Medical Services

The PCC requested an update on the progress of discussions regarding potential collaboration with health boards to deliver forensic medical services. The CC assured that the ACC was progressing the matter now that she had returned from completing her

Chief Officer qualifications, and suggested a full update be provided in three months' time.

Action: Progress of Forensic Medical Services discussions with local health boards to be reviewed in September

Any Other Business

The CC stated that the Permanent Secretary from the Home Office had visited Cardiff last week and met with Chief Constables and other Home Office agencies to discuss collaborative working. The CC considered further discussions were likely to follow.

A discussion ensued regarding the Ministry of Justice consultation regarding the potential devolvement of victims' services, with the PCC expressing his views that some services were best coordinated nationally, and others were better suited to local delivery.

ACTION SUMMARY FROM MEETING 22/06/16		
Action N°	Action Summary	To be progressed by
PB 2010	CC to identify force lead for discussions with the fire service regarding opportunities for joint ventures	CC
PB 2011	Representative from OPCC to meet with force's Corporate Governance Project lead on a regular basis	PCC
PB 2012	OPCC to make contact with University of Wales Trinity St David's regarding fresher's week engagement	OPCC
PB 2013	Neighbourhood Policing Team to provide PCC with briefing session regarding current activity	MMS
PB 2014	CC to provide written response to PCC regarding assurance that contractors pay the minimum living wage	CC
PB 2015	DoF to provide update on the current status of the travel services provider	DoF
PB 2016	CC to discuss possibility of Police and Crime Plan consultation to be incorporated into forthcoming staff survey	CC
PB 2017	PCC to attend Digital and Cyber Crime Unit to receive briefing on how additional investment has been utilised	PCC
PB 2018	CFO to provide CC with overview of request from Bedfordshire Police regarding support for innovation fund project	CFO

PB 2019	CC to inform PCC whether the force wishes to support Bedfordshire's Innovation Fund bid	CC
PB 2020	DoR to consider short term resourcing of Public Service Bureau to provide adequate cover during period of recruitment	DoR
PB 2021	Progress of Forensic Medical Services discussions with local health boards to be reviewed in September	MMS