

<b>Meeting:</b>	<b>Policing Board</b>
<b>Venue:</b>	<b>OPCC Conf. Room</b>
<b>Date:</b>	<b>January the 15<sup>th</sup> 2019</b>
<b>Time:</b>	<b>09:00 – 13:00</b>

<b><u>Members:</u></b>	Dafydd Llywelyn, Police and Crime Commissioner (PCC) Chief Constable Mark Collins (CC) Beverley Peatling, Chief Finance Officer (CFO)
<b><u>Also Present:</u></b>	Temporary Deputy Chief Constable Richard Lewis (T/DCC) Temporary Assistant Chief Constable Vicki Evans (T/ACC) Edwin Harries, Director of Finance (DoF) Ch Supt Steve Cockwell, (SC) Marc Jones, Senior ICT Operational Manager (MJ) Steve Cadenne, Assistant Director People Services(SC) Staff Officer Jayne Butler, DPP(JB) Staff Officer Chris Neve (CN) Mair Harries (MH)
<b><u>Apologies</u></b>	Chief Constable Mark Collins (CC) Carys Morgans, Chief of Staff, OPCC (CoS)

### ACTION SUMMARY FROM MEETING 18/12/2018

Action N°	Action Summary	To be progressed by
PB 2378	<b>Force to provide OPCC with Divisional Rural Crime Meeting dates to be shared with the Police and Crime Panel Members.</b>	<b>Complete</b>
PB 2379	<b>Welsh COG meeting minutes to be provided to the PCC for discussion with Paul Morris.</b>	<b>Discharge</b>
PB 2380	<b>The PCC and CFO to discuss finance documents provided at 18<sup>th</sup> of December PB in order to consider options for further discussion at the meeting of 8<sup>th</sup> January.</b>	<b>Complete</b>
PB 2381	<b>The DoF to provide the PCC with scenarios for precept options</b>	<b>Complete</b>
PB 2382	<b>The PCC to meet with Chair of Panel and Lead Finance Member in advance of the Police and Crime Panel meeting.</b>	<b>Complete</b>
PB 2383	<b>OPCC to study the original Pathfinder Project contract and consider options for the short term.</b>	<b>Ongoing</b>
PB 2384	<b>DH to liaise with Ch/Insp Matt Scrase regarding</b>	<b>Complete</b>

	<b>a future communication plan about the Pathfinder Project.</b>	
<b>PB 2385</b>	<b>The Early Action Together Agreement to be considered by the DoF and the CFO ahead of coming back to PB for signing in the new year.</b>	<b>Complete</b>

<b>DECISION SUMMARY FROM MEETING 15/01/2019</b>		
<b>PB T2 84</b>	<b>The force to commence work for procurement of a RMS.</b>	<b>DoF/Procurement</b>
<b>PB T2 85</b>	<b>The Board approved the continuation of the sale of the Old Police Station in Kidwelly to the Police Federation.</b>	<b>DoE</b>
<b>PB T2 86</b>	<b>The Board approved a decision to award the Facilities Management Tender to CBRE Ltd and noted that future efficiencies needed to be factored into the efficiency plan.</b>	<b>DoE</b>
<b>PB T2 87</b>	<b>It was agreed that the Special Police Services Charging policy should be adopted and applied consistently.</b>	<b>DoF</b>
<b>PB T2 88</b>	<b>The Board awarded the contract for the provision of 31 in-car video devices to Axan at a cost of £236,000.</b>	<b>DoF</b>
<b>PB T2 89</b>	<b>The Board awarded the contract for Digital Interview Recording to Capita for a period of 5 years at a cost of £482,724.70</b>	<b>DoF</b>
<b>PB T2 90</b>	<b>The Board agreed that DPP and South Wales will not currently be collaborating on legal services.</b>	<b>T/DCC</b>

## **2. Minutes of Previous Meetings**

The Board decided that with minimal alterations the minutes of the previous Policing Board meeting were a true and accurate reflection of the previous meeting.

**Action: Gold Group Update to be provided at February PB.**

The CC and PCC thanked Staff Officer JB for her excellent work during her time in the role as this will be her last meeting before moving on to another post.

## **3. Chief Constable's Update**

## **Operational Updates**

The Board were updated that since the last PB meeting 16 officers have been assaulted on duty. Several updates were provided including but not limited to 2 fatal road traffic collisions, sexual offences across the force and an ongoing coroner's case in Haverfordwest.

## **Organisational Updates**

The Board were notified that the staff survey results have been submitted.

**Action: A discussion to take place between the PCC and T/ACC following the results of the staff survey.**

## **4. PCC's Update**

### **Local**

The PCC updated the Board on his engagement with police staff working in the Force Command Centre, and notified the Board of his engagement visits to Llandrindod, Builth Wells and Talgarth where he took part in a meeting with One Voice Wales with a focus on Roads Policing.

### **National**

The PCC updated the Board on his attendance at a Joint Firearms Unit meeting in South Wales.

## **5. Monthly Topic: Finance**

The CFO and DoF updated the Board on their plan for clearer financial reporting moving forward into the new year to ensure improved alignment with meetings. The PCC thanked the DoF and CFO for their input into a Medium-Term Financial Plan report which will be presented at a Police and Crime Panel meeting in Aberaeron on the 25<sup>th</sup> of January. The CFO stated that the document would be shared with members of the Joint Audit Committee.

## **6. Standing Items**

### **a) HR**

SC updated the Board on improved detail contained in the HR update, and presented a streamlined set of data which he hoped would be suitable for a monthly focus. The report contained predictive data for April and June

2019 which suggests a downward trend in the number of officers resulting in 50 less officers in June 2019 than there were in April 2018. A discussion ensued in the number of inspectors acting up to the rank of Chief Inspector which the T/DCC stated were only for short periods of 6 months on a single project, for example Brexit. The T/DCC stated that an improved system was in place to manage officer deployment across the force, to ensure that there is transparent reporting of officer movement. The CFO suggested the inclusion of historic trends would be useful along with information about posts which have funding streams attached to them which would aid transparency on financial risk and exposure.

**Action: SC to meet with CoS and CFO to finalise the requirements for the HR Data Pack chart documenting the workflow and movement of officers over the last few years, including information of posts which have funding streams attached to them, by February PB.**

SC provided sickness data for December which showed increased illness in police staff, and not police officers. A brief analysis of the impact of the flu vaccine in-force took place with the Board suggesting that the uptake of the vaccine was lower with staff who worked in close-proximity offices resulting in increased illness levels.

## **7. Matters for discussion**

### **a) RMS Business Case**

SC and MJ attended the meeting to discuss the Record Management System (RMS) Business Case for Dyfed-Powys Police (DPP). A discussion ensued regarding the challenge of incorporating a new IT system across the Force, and how Dyfed-Powys could converge with other Welsh Forces' systems. Reference was made to previous discussion with Welsh Forces to align ICT back office systems, however the Board acknowledge that different systems offered different opportunities for collaboration and interoperability. SC informed the Board that three potential system providers had previously attended a workshop for DPP representatives to present their systems. The PCC thanked the team for the high quality of the report.

**Action: Discussion around RMS costs to take place outside the PB meeting.**

**Decision : The force to commence work for procurement of a RMS.**

### **b) Sale of Kidwelly to Police Federation**

The DoE stated that the Police Federation have now confirmed in writing that they will require DPP to support ongoing IT costs only.

**Decision: The Board approved the continuation of the sale of the Old Police Station in Kidwelly to the Police Federation.**

The DoE continued with the Facilities Management Tender, recommending that the Board approve granting the tender to a company called CBRE Ltd for a period of 3 years. The report provided by the DoE outlined the significant difference in costs between the three parties that applied for the tender, and a detailed analysis of each of the parties' return and available services.

**Decision: The Board approved a decision to award the Facilities Management Tender to CBRE Ltd and noted that future efficiencies needed to be factored into the efficiency plan.**

### **c) Special Police Services Charging Policy**

The CFO referred to previous discussions hosted at Finance Gold Group Meetings to encourage a consistent charging methodology, which the policy promotes. The CFO provided the Board with a flow chart which documented how charging decisions should be fed back to PB for consideration and stated that the policy was in line with a national model of charging for police services.

A discussion ensued regarding a range of specifics for different events and also where the police are in attendance for engagement purposes. The PCC suggested engagement with Young Farmers' Youth Groups and collaborative work with organizations such as Crime Stoppers in the lead up to the events such as Royal Welsh in order to be proactive with issues arising from similar events.

**Decision : It was agreed that the Special Police Services Charging policy should be adopted and applied consistently.**

**Action : The PCC suggested engagement with Young Farmers' Youth Groups and collaborative work with organizations such as Crime Stoppers in the lead up to the events such as Royal Welsh in order to be proactive with issues arising from similar events.**

### **d) In-car video: Procurement**

The DoF stated that the tender for in-car video was closed on the 2<sup>nd</sup> of December 2018. The tender was awarded to Axan for the provision of 31 in car devices at a cost of £236,000. Implementation of the contract will take place during this financial year.

**Decision: The Board awarded the contract for the provision of 31 in-car video devices to Axan at a cost of £236,000.**

**e) Signing the AFC Pledge**

The PCC queried whether it would be possible for DPP to name an Armed Services Champion with a view to signing the Armed Forces pledge in an event on the 20<sup>th</sup> of February. The T/DCC stated that work with the HR team to encourage ex-armed forces officers to apply for DPP roles would support this pledge.

Action: AFC pledge to be raised at COG with engagement attached to the signing of the AFC pledge on the 20<sup>th</sup> of February.

**f) Digital Interview Recording Award Report**

The DoF stated that current digital interview kit has been in place since 2012 and currently needs replacing. The DoF recommended awarding the contract to Capita for a period of 5 years.

**Decision: The Board awarded the contract for Digital Interview Recording to Capita for a period of 5 years at a cost of £482,724.70**

**g) Joint legal services**

The T/DCC referred to correspondence provided to the CC and PCC before Christmas regarding a potential joint legal service unit between DPP and South Wales Police. The Board decided that due to current financial constraints it would not be possible to collaborate with South Wales. The cost per annum was estimated at £600,000 excluding on-costs and an approximate third share of existing DPP staff costs of £260,000 total.

**Action: T/DCC to communicate to South Wales Police that DPP will not be joining them in a legal services unit.**

**Decision: The Board agreed that DPP and South Wales will not currently collaborate their legal services unit.**

<b>ACTION SUMMARY FROM MEETING 15/01/2019</b>		
<b>Action N°</b>	<b>Action Summary</b>	<b>To be progressed by</b>
<b>PB 2386</b>	<b>A discussion to take place between the PCC and T/ACC following the results of the staff survey.</b>	<b>MH</b>

<b>PB 2387</b>	<b>SC to meet with CoS and CFO to finalise the requirements for the HR Data Pack chart documenting the workflow and movement of officers over the last few years, including information of posts which have funding streams attached to them, by February PB.</b>	<b>SC</b>
<b>PB 2388</b>	<b>Discussion around RMS costs to take place outside the PB meeting.</b>	<b>PCC/SC</b>
<b>PB 2389</b>	<b>T/DCC to communicate to South Wales Police that DPP will not be joining them in a legal services unit.</b>	<b>T/DCC</b>