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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC) |
| **Also Present:** | T/DCC Claire Parmenter (T/DCC)T/ACC Vicki Evans (T/ACC)Claire Bryant, OPCC (CB)Insp Chris Neve, Staff Officer (CN)PS Andrew Williams, Staff Officer (AW)Mair Harries, Executive Support Officer (MH) |
| **Apologies** | Chief Constable Mark Collins (CC)Carys Morgans, Chief of Staff, OPCC (CoS)Beverley Peatling, Chief Finance Officer, OPCC (CFO)Edwin Harries, Director of Finance (DoF) |



**Meeting: Policing Board**

**Venue: OPCC Conf. Room**

**Date: June the 13th 2019**

**Time: 09:00 – 11:45**



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| **ACTION SUMMARY FROM MEETING 21/05/2019** |
| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2421** | **MH to arrange for the PCC to attend one of the Chief Officers’ Roadshow events.** | **Complete** |
| **PB 2422** | **PCC to liaise with MH and CN regarding headline news updates he would like to be included in the Operation Update.** | **Complete** |
| **PB 2423** | **The T/DCC to provide the Board with an update on Development at the next Policing Board.** | **Complete** |
| **PB 2424** | **The CoS to liaise with Catrin Howells-Lloyd OPCC regarding the OPCC’s response to the Urdd Eisteddfod’s Peace Statement this year.** | **Complete** |
| **PB 2425** | **SC to consider the ADR and other welsh force classifications to ensure consistency of categorisation.** | **To be completed for 4th of July** |
| **PB 2426** | **SC to ensure that the HR management pack correctly identifies posts funded by use of internal reserves.** | **To be completed for 4th of July** |
| **PB 2427** | **The CFO recommended removing long term absences of 12-18 months from the absence data as it was agreed that particular cases skewed the overall picture.** | **To be completed for 4th of July** |
| **PB 2428** | **Force to respond to the OPCC’s PEEL report.** | **Force** |

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| **DECISION SUMMARY FROM MEETING 13/06/2019** |
| **PB T2 94** | **The Board agreed to award a new contract for catering services in HQ to Gegin Fach y Wlad for a period of 3 years to commence on the 30th of September 2019.** | **Procurement** |
| **PB T2 95** | **The PCC supported a decision to renew the Oracle Support contract for a two year period from 5th of August 2019 at a total cost of £123,562.82.** | **Procurement** |
| **PB T2 96** | **The PCC supported a decision to renew the internal audit contract with TIAA for a period of 2 years, from 1st of April 2019 at a total cost of £115,200.** | **Procurement** |
| **PB T2 97** | **The PCC supported a decision to enter into a three-year contract with SailPoint to support Office 365 with preparations at a total cost of £134,667.** | **Procurement** |
| **PB T2 98** | **The PCC supported a decision to grant the supply of fuel cards contract to AllStar Business Solutions Ltd for a period of 2 years.** | **Procurement** |
| **PB T2 99** | **The PCC decided not to contribute £10,000 to the national Modern Day Slavery Helpline.** | **OPCC** |

**2. Minutes of Previous Meetings**

The T/ACC stated that elements of her updates on Strategic Policing Response (SPR) and Mental Health at Policing Board (PB) on the 21st of May required amendments before the PB Minutes were published on the Office of the Police and Crime Commissioner’s (OPCC’s) website.

**Action: T/ACC to amend SPR and mental health sections of PB minutes of 21st of May prior to publication.**

As a result of the reference to Mental Health Triage Teams and Crisis Care Cafes within the Dyfed-Powys (DP) Force area, a discussion ensued regarding funding for the programmes. It was noted that the Crisis Care Cafes were funded by Welsh Government (WG), while the Triage Team payments were split between WG and DPP. The T/ACC stated that a national recommendation had been made that WG solely fund the Triage Teams in order to improve national mental health services. The PCC requested he be provided with an overview of these developments to enable him to write to the Welsh Health Minister on the matter.

**Action: PCC to be provided with a Welsh Government review report on suicide prevention and mental health.**

**Action: The PCC to write a letter to the Minister for Health and Social Services Vaughan Gething AM regarding Mental Health provision funding in Wales.**

A discussion also ensued regarding the current SARC provision in Wales. It was agreed that the PCC would write to the Health Minister to express views that the current provision does not meet the needs for DPP.

**Action: Director of Commissioning Alison Perry to write a letter to the Minister for Health and Social Services Vaughan Gething AM regarding the Wales Sexual Assault Referral Centres (SARC) provision.**

**3. Chief Constable’s Update**

**Operational Updates**

The T/DCC gave a range of operational updates including a high risk domestic incident in Ammanford where officers secured relevant evidence resulting in a charge, and sexual assault cases in Lampeter resulting in the arrest and charging of an individual.

A discussion ensued regarding the Crown Prosecution Service’s (CPS’) reluctance to use Body Worn Video (BWV) footage in court cases due to facility and time restrictions. It was noted that the T/ACC was liaising with representatives from the CPS to resolve the issue.

**Organisational Updates**

It was noted that three officers were currently suspended from duty pending investigations.

The T/DCC stated that the Force Management Statement (FMS) from DPP had been submitted to Her Majesty’s Inspectorate of Constabulary Fire and Rescue Service (HMICFRS) on the 31st of May.

The discussion moved on to Records Management Statement (RMS) with the T/DCC stating that the procurement process was underway. It was estimated that DPP would be in a position to award the contract by the end of 2019.

The T/DCC stated that HMICFRS’s Efficiency Lead would be visiting DPP on the 17th of June to discuss their ongoing demand work. It was noted that DPP Chief Officers had visited North Wales Police (NWP) to learn from their demand analysis.

The PCC raised the matter of the Vulnerability Desk based in the Force Communication Centre (FCC). The PCC challenged this was resulting in more work for front line officers. The T/ACC stated that the Vulnerability Desk’s purpose was not to support a reduction in workload, but to improve the recording of crimes. The T/ACC also stated that DPP was currently awaiting feedback from front line officers regarding the Vulnerability Desk in order to ensure that victims were being supported appropriately.

The T/DCC stated that a review of the Continuous Improvement Team (CIT) structure had included a staff participation event on the 28th of May in order to get their views. The Board was informed that a draft revised structure would be prepared by the week commencing the 17th of June.

The agile working project business case would be submitted to the Chief Officer Group (COG) on the 26th of June for consideration. The PCC suggested that the OPCC could be used to trial plans for agile working on behalf of DPP as several OPCC staff currently work from other locations regularly.

The T/DCC presented a brief overview of DPP communications and engagement with staff, focusing on the Chief Officers’ Roadshows which were held in stations across the Force at the end of May and beginning of June. The Roadshows were an opportunity for Chief Officers to receive feedback and suggestions for improvement from staff and officers and take suggestions for improvement. It was noted that Chief Officers would produce a video blog outlining the main issues raised by staff and what actions they would be taking to implement changes. The T/DCC agreed to share the feedback received with the PCC. A discussion ensued regarding DPP’s social media communication, with the T/DCC stating that a new Digital Policy for the force was being drafted.

**Action: Chief Officers to share concerns highlighted by officers and staff during the Chief Officers’ Roadshow with the PCC.**

**4. PCC’s Update**

**Local**

The PCC updated the Board on several Community Engagement Days he had hosted across the Force, including in Newtown and Aberaeron. The PCC also informed the Board of engagements ranging from a meeting with Crickhowell and District Civic Society to discuss community crime statistics and trends to attending an Aberystwyth University led event at the Hay Festival.

A discussion ensued regarding funding for community groups following the PCC’s meeting with Carmarthenshire Chief Executive. The T/ACC queried whether there would be an opportunity to link such funding to ongoing DPP Adverse Childhood Experiences (ACEs) projects. A brief discussion ensued regarding regional Community Safety Partnerships’ (CSPs’) response to available funding from the OPCC with the PCC expressing frustration that no bids had been received. The PCC stated that funding would now be allocated via DPP Chief Inspectors from each Basic Command Unit (BCU).

**National**

The PCC updated the Board on several national commitments including his attendance at the Association of Police and Crime Commissioners (APCC) General Meeting on the 22nd of May, and his response to the Urdd’s Peace Message at the Urdd Eisteddfod in Cardiff Bay.

**5. Standing Items**

**a) Data Protection**

The T/DCC stated that DPP currently had two mandatory referrals to the Information Commissioner’s Office (ICO) regarding data protection breaches. The report submitted from DPP’s Data Protection Unit contained a list of open incidents between 1st of January 2019 and the 31st of May 2019.

The PCC sought assurance regarding the timeliness of data protection breach-related investigations conducted by DPP’s Professional Standards Department (PSD). The T/DCC stated that she reviews each case weekly with senior PSD staff, and that particular cases may be slow to progress due to a range of reasons including review by the Independent Office of Police Complaints (IOPC). A brief discussion ensued regarding the misuse of police systems by staff and officers, with the PCC and T/ACC querying whether more needed to be done to educate officers and staff about the consequences and penalties of improper use.

**6. Matters for Discussion**

**a) Public Confidence**

The T/ACC stated that public confidence in police had decreased including in DPP. The T/ACC stated that this was a cause for concern for DPP’s communications team due to DPP being a small, community focused Force with great emphasis on engaging with communities in various formats. It was noted that within the newly published DPP Governance Structure a Connecting Communities Board would be established and co-chaired by the T/DCC and the CoS. The Board will explore whether DPP understands communities’ perception of the Force and what DPP can do to ensure improved communication with residents. The T/DCC stated that Force Communications Manager Emma Northcote is creating a Neighbourhood Engagement Toolkit to support ongoing neighbourhood policing developments and would be presented to COG in September 2019.

The T/ACC informed the Board that a representative from Avon and Somerset Police’s Communications Team had conducted a peer review of DPP’s Communications Team and found that a great deal of content was delivered by a very small team. The Board discussed that the capacity of both DPP’s and the PCC’s engagement teams acknowledging this is hindered by the continuing demand for print press within Dyfed-Powys alongside increasing their online presence.

CB informed the Board that the forward work plan for PB had been structured thematically to reflect the Police and Crime Plan to ensure each priority be given due consideration.

7. Matters for Decision

**a) Catering Service Contract**

The Office of the Police and Crime Commissioner’s (OPCC’s) Director of Estates (DoE) attended the meeting to present a report on the catering service contract. The DoE stated that the current contract expired on the 29th of September 2019 and the current contractor, Gegin Fach y Wlad had held the contract since 2013. A tender exercise had been undertaken resulting in a recommendation to award a new contract to the existing supplier Gegin Fach y Wlad for a period of 3 years to commence on the 30th of September 2019 with the option of 3 annual extension periods.

**Decision: The Board agreed to award a new contract for catering services in HQ to Gegin Fach y Wlad for a period of 3 years to commence on the 30th of September 2019.**

**b) Wildlife and Rural Crime Week of Action**

The Board acknowledged a letter from the National Police Chiefs’ Council (NPCC) regarding their Wildlife Crime Week of Action commencing on the 6th of October 2019. The PCC stated that he had already discussed this communication with DPP’s Rural Crime Team lead and was content with the Force’s plans.

A brief discussion ensued regarding the Force’s intake of Ford Rangers for the Rural Crime Team which had replaced standard DPP Kuga vehicles. The T/ACC stated that this decision had been made due to fleet management system data showing that the change would achieve economic efficiencies.

**Action: OPCC’s Engagement Team incorporate the NPCC’s Wildlife and Rural Crime Week of Action into its forward planning for the year.**

**Action: Update on Rural Crime is requested in October to be provided at the PB meeting of 18th of October following the NPCC’s Wildlife and Rural Crime Week of Action.**

**c) Oracle Support Contract**

A summary of a contract for Oracle support was acknowledged by the Board, with the recommendation that DPP renew the contract for a period of two years at a total cost of £123,562.82.

It was noted that the funding for the support contract was included in the ICT, systems maintenance and support budget.

**Decision: The PCC supported a decision to renew the Oracle Support contract for a two year period from 5th of August 2019 at a total cost of £123,562.82.**

**d) Internal Audit Service Contract**

The Board acknowledged a summary for a contract for an All-Wales internal audit service, with the recommendation to award a new contract to the existing supplier TIAA for a period of 2 years. The contract commenced on the 1st of April 2019 with the option of 2 annual extension periods. It was noted that DPP’s share of the total contract was £115,200.

**Decision: The PCC supported a decision to renew the internal audit contract with TIAA for a period of 2 years, from 1st of April 2019 at a total cost of £115,200.**

**e) SailPoint Contract**

The Board acknowledged a summary for a contract for the purchase of SailPoint IdentityNow to support preparations for the introduction of Office 365, with the recommendation to award the purchase on a three year contract to SoftCat. It was noted that funding was allocated for both the implementation and on-going support of the solution from the Capital budget and the ICT revenue budget growth bid. The PCC requested that the CFO ensure the appropriate budgets were being utilised

**Action: SailPoint contract to be considered by the CFO for clarification.**

**Decision: The PCC supported a decision to enter into a three-year contract with SoftCat to support Office 365 with preparations at a total cost of £134,667.**

**a) Supply of Fuel Cards Contract**

The Board acknowledged a contract for the supply of fuel cards with the recommendation to award a new contract to the existing supplier AllStar Business Solutions Ltd for a period of 2 years with the option of up to 3 annual extension periods. It was noted that total budget spent across the Force’s cost centres for fuel in total was £831,000 in 2018/19.

The PCC queried DPP’s plans to reduce fuel costs across the Force. He was informed that the fleet management system data assists the Force with understanding how DPP vehicles are being used and had already informed some fleet reductions. A brief discussion ensued regarding the benefits of introducing electric cars into the Force’s fleet, with the Board acknowledging that the matter was being taken forward by the fleet working group and the Estates Board.

**Decision: The PCC supported a decision to grant the supply of fuel cards contract to AllStar Business Solutions Ltd for a period of 2 years.**

**8. AOB**

**a) UK Modern Day Slavery Helpline**

The Board discussed a national request for all OPCCs to contribute £10,000 towards support the continuation of the UK’s Modern Day Slavery Helpline. The Board agreed with the PCC’s decision not to support as they could not justify the sum of the contribution from DPP’s budget.

**Decision: The PCC decided not to contribute £10,000 to the national Modern Day Slavery Helpline.**

**b) Quality Assurance Panel (QAP) Report and Out of Courts Disposal Scrutiny Panel Report (OOCD)**

The PCC raised reports received from both Panels from their recent work. A discussion ensued regarding receiving appropriate feedback to QAP and OOCD reports. The T/ACC provided guidance as to which rank the reports should be directed to, and encouraged CB to liaise with her where responses were not being received. The PCC also encouraged CB to ensure that when feedback was received that it was directed back to the individuals who had made the recommendation.

**c) Pathfinder**

It was noted that the OPCC’s Director of Commissioning had raised concerns regarding the diversionary service being branded as a DA perpetrator programme while it isn’t set up to be a bespoke service supporting the perpetrator behaviour programme particularly following a reference in the FMS.

It was acknowledged that discussions were ongoing to assess whether DPP/the OPCC would need to commission a bespoke DA perpetrator service in the future. It was acknowledged that any additional services would require an uplift in funding which with no expectation of increased central government funding for policing, would need to come from the precept. The PCC stated that he had no appetite to significantly increase the precept in 2020/21, and that the Force should consider this alongside its preparations towards the financial settlement and setting the budget for next year.

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| **ACTION SUMMARY FROM MEETING 13/06/2019** |
| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2429** | **T/ACC to amend SPR and mental health sections of PB minutes of 21st of May prior to publication.** | **MH/TACC** |
| **PB 2430** | **PCC to be provided with a Welsh Government review report on suicide prevention and mental health.** | **MH** |
| **PB 2431** | **The PCC to write a letter to the Minister for Health and Social Services Vaughan Gething AM regarding Mental Health provision funding in Wales.** | **PCC** |
| **PB 2432** | **Director of Commissioning Alison Perry to write a letter to the Minister for Health and Social Services Vaughan Gething AM regarding the Wales Sexual Assault Referral Centres (SARC) provision.** | **DoC** |
| **PB 2433** | **Chief Officers to share concerns highlighted by officers and staff during the Chief Officers’ Roadshow with the PCC.** | **Force** |
| **PB 2434** | **OPCC’s Engagement Team incorporate the NPCC’s Wildlife and Rural Crime Week of Action into its forward planning for the year.** | **OPCC Engagement Team** |
| **PB 2435** | **Update on Rural Crime is requested in October to be provided at the PB meeting of 18th of October following the NPCC’s Wildlife and Rural Crime Week of Action.** | **MH** |
| **PB 2436** | **SailPoint contract to be considered by the CFO for clarification.** | **CFO** |