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| **Members:** | Dafydd Llywelyn, Police and Crime Commissioner (PCC)Chief Constable Mark Collins (CC) |
| **Also Present:** | DCC Claire Parmenter, DPP (DCC)Carys Morgans, Chief of Staff, OPCC (CoS)Beverley Peatling, Chief Finance Officer, OPCC (CFO)DoF Edwin Harries, DPP (EH)T-PS Tanya Grey, Staff Officer, DPP (TG)Mair Harries, Executive Support Officer (MH) |
| **Apologies** | T/ACC Peter Roderick, DPP (ACC) |



**Meeting: Policing Board**

**Venue: OPCC Conf. Room**

**Date: January 28th 2020**

**Time: 09:00 – 12:00**



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| **ACTION SUMMARY FROM MEETING 10/01/2020** |
| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2429** | **MH to review minutes of the 17th of December Policing Board prior to publishing on the OPCC website.** | **Complete** |
| **PB 2430** | **An update on the Gold Group being formed to progress issues raised in the OPCC Deep Dive Report to be given at the 28th of January Policing Board meeting.** | **Ongoing** |
| **PB 2431** | **A formal letter from the CC to be provided to the OPCC as a response to the recommendations of the OPCC’s Deep Dive report.** | **Ongoing** |
| **PB 2432** | **The CC to raise the matter of information sharing with Welsh COG with regard to SOC and SVOC.** | **Complete** |
| **PB 2433** | **DPP and the PCC to seek advice from John Drake regarding information sharing relating to SOC and SVOC.** | **Complete** |
| **PB 2434** | **The matter of information sharing in relation to SOC and SVOC to be raised at the AWPG in March.** | **Complete** |
| **PB 2436** | **EH-D to speak with Craig Templeton regarding hosting a half-day session for senior responsible officers on SOC and SVOC.** | **Complete** |
| **PB 2437** | **A copy of the Strategic Assessment to be provided to the PCC.** | **Complete** |
| **PB 2438** | **MH to ensure Project Diogel is included in the PCC’s March Conference on ‘Policing in a Rural Setting’.** | **Complete** |
| **PB 2439** | **The DoE and CFO to review the Llanelli Custody Project outside of Policing Board.** | **Complete** |
| **PB 2440** | **CoS to consider suggesting an ICV to join DPP’s Operational Board for the Llanelli Custody Board.** | **Complete** |
| **PB 2441** | **Funding Bid for Laser Scanner to be considered by Chief Officers outside of Policing Board.** | **Complete** |

**2. Minutes of Previous Meetings**

It was agreed that the minutes of the previous meeting were a true and accurate reflection of the discussion.

**3. Chief Constable’s Update**

**Operational Updates**

It was noted that two officers are currently suspended from duty. The CC updated the Board on a number of recent tragic incidents in-Force including a suicide in Pembrokeshire and a fatal fire in Ceredigion. The CC also updated the Board on proactive policing in Powys and Pembrokeshire following unrelated spates of burglaries. The PCC expressed his gratitude to all officers and staff who provide daily support on such difficult and complex investigations.

**Action: The PCC asked that the Force’s corporate comms team publicise on social media the Force’s proactive response to spates of burglaries.**

The CC updated the Board on various matters relating to Operation Regent and county lines prevention, stating that despite Dyfed-Powys Police’s proactivity in responding to such crimes the Force receives very little support from the Regional Organised Crime Unit (ROCU).

The CC updated the Board on a number of filming opportunities taking place across the Force including an ITV drama in Pembrokeshire. It was noted that some opportunities to film officers had been turned down due to the increased demands on officers during periods of filming.

**Organisational Updates**

The DCC updated the Board on Dyfed-Powys’ recruitment campaign which has closed since the previous Board meeting on the 10th of January. It was noted that over 1,100 applications had been received; 217 of which have been progressed to an assessment centre. They include 12 Black, Asian, and Minority Ethnic (BAME) individual applications.

The DCC stated that provision of the new Records Management System was agreed at the end of 2019 and that Dyfed-Powys will be a part of the North-West consortium. It is hoped that Gwent Police and South Wales Police will utilise the shared Cloud provision in the future.

It was noted that the staff survey would open on the 30th of January 2020, and an improvement on the previous completion rate of 63% was hoped for.

**4. PCC’s Update**

**Local**

The PCC stated that he had attended the Out of Courts Disposal Panel meeting on the 27th of January and that the Panel had discussed young offenders in relation to knife offences. The PCC stated that the current ACPO guidance had been produced in 2004 and was adhered to in Carmarthenshire, Pembrokeshire and Ceredigion, however Powys were not consistently following the process outlined in the guidance. The PCC recommended that the Force issued its own guidance on the matter for the councils to follow.

**Action: The Force to publish its own guidance in relation to young offenders and knife offences following discussion regarding the topic at the Out of Courts Disposal Panel.**

The PCC updated the Board on the closing ceremony of the Knife Angel which had been situated in Newtown throughout January to raise awareness of knife crime prevention.

**National**

A brief discussion ensued between the CC and PCC regarding representation at the APCC/NPCC summit in February and what Dyfed-Powys wanted to achieve at the event.

**5. Standing Items**

1. **Risk**

The PCC accepted the risk report and noted that a risk relating to Capita had been elevated, however was content that the issue was being progressed by the Force.

The CoS provided a further update from the Risk Manager relating to the pathology provision, stating that discussions are ongoing with Welsh Government on the matter. It was noted that the University of Wales had indicated a funding gap of £100,000, and that Dyfed-Powys Police were required to provide £15,000 of funding toward the provision. The CC stated that the current provision was in place until 2021, and that further consideration would be given to the issue at a later date.

**6. Focus: Establishment Report and Workforce Plan including Operation Uplift.**

The Board were provided with a report which had been previously considered at the Force’s People’s Board. The DCC enquired whether the report provided sufficient scrutiny of the Force’s arrangements, and was informed by the PCC that whilst he was overall content with the report he would like to receive more information on the Force’s support staff provision, which would include a detailed establishment timeline for staff as per that received for police officers.

A discussion ensued regarding intakes and leavers for the remainder of 2020. The CFO stated that assumption breakdowns per month are critical to produce a transparent view of the Force to enable accurate financial planning. The PCC recommended utilising a less volatile ‘y axis’ for a number of graphs in the report particularly those relating to staff numbers. This was requested particularly for a graph which appeared to show the Force losing a great number of staff in September 2018, without the context and understanding that this reduction was due to voluntary severance being offered within the Force at that time.

**Action: Steve Cadenne to ensure that the ‘y axis’ on a number of graphs are amended to avoid the suggestion in some graphs that volatile changes to staff numbers take place during particular periods.**

It was noted that officer numbers by the end of the calendar year was expected to be 1,180. A discussion ensued regarding vacancies in the Criminal Investigation Department (CID) which is currently predicted at 34. It was noted that recruitment for the department had been complex, however a plan was in place to ensure that the department is appropriately staffed. The PCC enquired whether front line officers would be transferred to the department, and was informed that a number of options were being explored.

The PCC queried a graph on page 4 of the report relating to the profile of the organisation. The PCC enquired whether comparisons were made with other forces. He queried officer strength in April 2018, with a constable level of 865, and compared it with April the following year which had a constable level of 804. It was noted that while it appeared as though 60 constables had been lost, no sergeants, inspectors or higher ranks had seen such losses. The CC stated that Dyfed-Powys’ figure is in line with similar forces such as Cumbria, and that the number is continuously fluctuating due to pressures during some periods and intakes during others. It was noted that 22 constables would shortly be joining the Force, and that Dyfed-Powys are looking to fill 38 sergeant vacancies as a result of the sergeant boards in February 2020.

A discussion ensued regarding the number of constables acting up to sergeant level to cover current vacancies, which was creating a deficit of constables. The CC assured the PCC that following the sergeant boards in February, sergeants would be appointed on a permanent basis while the intake of 22 constables would provide support to front line staff. It was noted that it was not possible to reduce the number of sergeants in Dyfed-Powys due to the custody and supervisory requirements.

A discussion ensued regarding posts filled by Dyfed-Powys officers aligned to the Adverse Childhood Experiences work stream and officers who worked on Brexit preparations. It was noted that these officers are coming back in-Force following the conclusion of their projects, and that the individuals back-filling their posts would return to their previous roles.

A brief discussion ensued regarding project managers in the Force with the PCC querying how managers were remunerated compared with other forces. The DCC assured the PCC that while some forces may provide such individuals with higher pay scales, each Force had a different operating model in place. Roles have been job evaluated and the Force are confident that the remuneration is commensurate with the specific role and level of decision making undertaken by project managers in Dyfed-Powys Police.

A brief discussion ensued regarding sickness levels, which are higher among staff than police officers. It was noted that absence management was being handled well by Dyfed-Powys, with over 72 officers and 65 staff currently on attendance plans. A discussion followed regarding staff performance reviews (DAPs) with the DCC noting that 75% of individuals had started the process with their lines managers across the Force.

**7. Matters for Discussion**

1. **OPCC Reports for Police and Crime Panel**

Reports were accepted by the Board ahead of its submission to the Police and Crime Panel. The PCC requested that some of the report was reorganised so that the headline items within the report are moved to the beginning of the document.

**Action: Hannah Hyde and Jessica Williams to reorganise their report and place the headlines at the beginning of the document.**

1. **Update on Phase 3 reforms on complaints and misconduct**

The DCC informed the Board that a Gold Group had been organised to support the reforms in-Force. Both HR and IT are members of the group in order to ensure that processes are in place to support future learning. The CoS stated that the main emphasis of the reforms was to support organisational development, and that the OPCC had prepared all necessary documentation for their website ahead of the change in legislation on the 1st of February.

1. **ROCU papers in Wales**

A letter had been received from the Regional Organised Crime Unit (ROCU) to all PCCs, updating Forces that a bid had been made to the government for increased ROCU funding to support current vacancies and operations. The CFO stated that this increase had been incorporated into the medium term financial plan.

**8. AOB**

1. **Police Uplift Funding**

A letter was drafted nationally by UNISON to all Forces to raise the issue of police uplift funding.

**Action: The CC and PCC to draft a joint letter to UNISON as a response to the police uplift funding letter.**

1. **Nominal Management System (NoMS)reporting function**

It was noted that the NoMS reporting function had been highlighted by the OPCC’s Director of Commissioning, requesting assurance that the IT Sprint process is in place. The PCC stated that an input had been given at the Out of Courts Disposal Panel on the 27th of January by the Offender Diversionary Scheme representative organisation POBL which stated that there was capacity for them to take on more work.

**Action: The DoF to provide an update on the NOMS reporting function at the next Policing Board meeting on the 9th of March.**

**c) Funding application for tazers**

A funding application by the Force for tazers was considered by the Board. The PCC queried what the impact of additional tazer uplift would be on the Force, and was informed that 50% of the Force would carry tazers following the uplift, an increase from the current 34%. The CC stated that work had been conducted by the Force to support the decision around tazer uplift and identify potential risks.

**Action: The DCC to provide the PCC with the tazer uplift report including the number of officers who would be armed with a tazer.**

1. **Early action together programme**

The CoS raised the issue of funding for the Early action together programme. A discussion ensued regarding the future plan. The DCC stated that discussions were ongoing between the Force and the Chief Exec of Carmarthenshire County Council regarding the seconded post. The DCC also elaborated on other partnership work which is assisting with improving the service.

**Action: The PCC to attend a MARAC dial in to witness partnership work between Dyfed-Powys and external organisations.**

**Action: The PCC to view a presentation on Dyfed-Powys vulnerability previously shown to Chief Officers.**

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| **ACTION SUMMARY FROM MEETING 28/01/2020** |
| **Action No** | **Action Summary** | **To be progressed by** |
| **PB 2442** | **The PCC asked that the Force’s corporate comms team publicise on social media the Force’s proactive response to spates of burglaries.** | **Corporate Comms** |
| **PB 2443** | **The Force to publish its own guidance in relation to young offenders and knife offences following discussion regarding the topic at the Out of Courts Disposal Panel.** | **Force** |
| **PB 2444** | **Steve Cadenne to ensure that the ‘y axis’ on a number of graphs are amended to avoid the suggestion in some graphs that volatile changes to staff numbers take place during particular periods.** | **Steve Cadenne** |
| **PB 2445** | **Hannah Hyde and Jessica Williams to reorganise their report and place the headlines at the beginning of the document.** | **Hannah Hyde and Jessica Williams** |
| **PB 2446** | **The CC and PCC to draft a joint letter to UNISON as a response to the police uplift funding letter.** | **CC and PCC** |
| **PB 2447** | **The DoF to provide an update on the NOMS reporting function at the next Policing Board meeting on the 9th of March.** | **DoF** |
| **PB 2448** | **The DCC to provide the PCC with the tazer uplift report including the number of officers who would be armed with a tazer.**  | **DCC** |
| **PB 2449** | **The PCC to attend a MARAC dial in to witness partnership work between Dyfed-Powys and external organisations.** | **Tanya Grey** |
| **PB 2450** | **The PCC to view a presentation on Dyfed-Powys vulnerability previously shown to Chief Officers.** | **Mair Harries** |