**Meeting: Policing Board**

**Venue: Teams Meeting**

**Date: 22nd August 2024**

**Time: 10:00-12:00**

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| **Members:** | Police and Crime Commissioner, Dafydd Llywelyn (PCC)  Chief Constable, Dr Richard Lewis (CC)  Director of Finance, Edwin Harries (DoF)  OPCC Temporary Chief Finance Officer, Nicola Davies (TCFO) |
| **Also Present:** | Superintendent Prevention Lead, Supt Chris Neve\*  Staff Officer, A/Insp Gemma Starkey (GS)  OPCC Executive Support Officer, Sophie Morgan (SM) |
| **Apologies:** | OPCC Chief Executive, Carys Morgans (CEX)  OPCC Chief Finance Officer, Beverley Peatling OPCC (CFO) |

*\*= attended for agenda item 4a (Neighbourhood Policing and Prevention Plan)*

**Decisions arising from meeting on 22/08/2024**

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| Decision No. |  |
| PB 019 | The PCC approved the initial payment of £3,000 for the installation of the circuits for BT Enhanced Information Service for Emergency Calls to HQ and Ammanford, followed by an Annual Support amount of £5,000 per year for 5 years. Total contract value £28,000. |
| PB 020 | The PCC approved the recommendation to award the contract to CBRE for the upgrade of the existing heating & ventilation system at Aberystwyth Custody Suite at cost of £437,068.73 and approved the request to expend the 15% contingency if required, up to an overall value of £502,629.03 against the budget. |
| PB 021 | The PCC approved the recommendation to award the contract to Mitie - Care in Custody for a period of 4 years at a cost of £7,371,219.31 for the Forensic Medical Services. As this contract is part of a Framework agreement, there is an option to extend for a further period following the initial contract period. This would be based on service delivery and commercial model at time of renewal. |
| PB 022 | The Board noted the agreement of the recommendation to rent Unit 3 Feidr Castell at a cost of £5,832 per annum exclusive of rates, plus VAT at the standard rate, payable monthly in advance by Standing Order plus £500 landlord service charge for the external estate upkeep, this is based on a 20-year agreement term. |

## Apologies and Introductions

The PCC welcomed all to the meeting. Apologies were received from the CEx.

## Update on actions from previous meetings

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| Action No. | Action Summary | Update |
| PB013 | CC to provide an update to the next Policing Board meeting on the process to recruit for a temporary ACC position post the current ACC recruitment process | In Progress |
| PB014 | A schedule of visits during the Autumn to be arranged for the PCC to visit different areas of the Force. | In Progress-  OPCC arranging a schedule of visits |
| PB015 | Staff Officer to link in with Ambulance service regarding the possibility of members of staff being available to support Operation Darwen. | Completed-  Force Memo provided |
| PB016 | PCC to send letter to the family of Gareth Earp and the CC to deliver during his visit. | Completed |
| PB017 | Staff Officer to share briefing paper with the PCC prior to meeting with the IOPC. | Completed |
| PB018 | Clarity to be sought from Director of Finance in relation to overtime budget and the use of ASB hotspot funding. | Completed-  Force Memo provided |
| PB019 | The CC to discuss at Chief Officers Group regarding members of staff leaving the Force for similar roles paid at higher salaries, and to explore job evaluation. | In Progress |
| PB020 | Staff Officer to liaise with Director of People and Organisational Development regarding access to papers and documentation for PCC. | In Progress |
| PB021 | OPCC to liaise with other OPCC’s as to what strategic HR reports they receive from the Force. | In Progress-  Executive Support liaising with other OPCC’s regarding reports |
| PB022 | Staff Officer to liaise with CEX regarding contact details for Mid and West Wales Fire and Rescue to discuss estates improvements and electrical vehicles. | Completed |
| PB023 | A ministerial briefing in response to the letter from Cabinet Secretary for Culture & Social Justice to the Leader of Carmarthenshire CC regarding Llanelli to be arranged after the General Election. | A letter to be prepared by OPCC ES. |
| PB024 | PCC to send a note of congratulations as Chair of Policing in Wales to the new T-CC. | Completed |

## Standing Items

### Chief Constable’s Update

The Board noted the updates contained in the CC’s report. The CC drew attention to Operation Easedale an incident in Carmarthenshire, where an individual had thrown an acid type liquid over another individual. The individual had been arrested, charged, and remanded.

In September omni competence of the Force Communication Centre will come into Force. Once embedded, the Force expects to see a further improvement in call response rate.

The Domestic Abuse Virtual Response Unit (DAVRU) will be implemented on the 14th of October in Pembrokeshire.

The CC stated that under Op Navette, the Force had provided resources nationally to deal with the riots. The Force also sent officers to the Paris Olympics to help police the event.

The PCC was grateful to receive the additional information regarding incident during the Royal Welsh Agricultural Show.

The PCC raised the number of fatalities on the road mentioned in the report and stated that he attended the Brake Annual Event in London. A discussion ensued in relation to the number of referrals to the commissioned services and the PCC requested a detailed update on the position.

### Police and Crime Commissioner’s Update

The PCC provided a brief update on his activities and meetings that took place since the last meeting.

The PCC noted that there is an Association of Police and Crime Commissioners meeting taking place in September, where the current chair will be stepping down.

The PCC had received an update from Paul Morris in the PLU regarding the letter sent by the PCC to the Home Secretary and Policing Minister requesting a meeting had been well received.

The PCC raised the engagement events taking place regarding consultation for the Police and Crime Plan.

### Force Review

The Board discussed the paper provided. The CC noted the number of changes being implemented within the Force, including Ebit which will be going live in September. It is anticipated that nearly 6,000 hours per month will be improved in terms of responsive to those reporting crimes. The first two offences to go live on the 2nd of September will be Common Assault and Public Order offences and work continues to add other offences to the system. The CC stated that they are ensuring synergy between the Force Review and the focus on the new operating model and the alignment of the Planning and Assurance Cycle.

### Finance Update

The Board discussed the finance report reporting to the end of July 2024.

The current headline position is that the Force is £1million within budget and that is after adjusting for the 4.75% pay award for officers that comes into force on the 1st of September. No decision has been given in terms of Police Staff pay award at this stage. The level of additional funding has not been confirmed, however, an estimate of 70% of additional costs being covered by support has been included in the projection for officers and staff.

Police Officer budgets would appear to be running under budget due to the recruitment slippage and level of leavers, offset by the increase in pay award, whereas police staff budgets are coming in over budget due to the estimated increase in pay award. Collaboration budgets are also showing a saving which helps to offset the SARC / Custody medical cost pressure this year.

The Force had 12 transferees due to join the Force in the Summer, but these will not be joining the Force until September/November. The PCC queried the delay, the DoF stated that they delay was due to personal reasons with the transferees, reasons including selling/moving home and some delays due to vetting.

Police overtime is overheating by around £68k per month over the 4 months which is offset to some degree by savings against bank holiday budgets. The projected overspend is at £0.4m for 2024/5, which is significantly lower than the £68k per month projected forward.

The position on overtime is being closely monitored by the ACC and it is unclear at present whether additional allocations that have become available from the additional £1m Home Office ASB funding which has partly been allocated against overtime spending will lead to some offsetting of in underlying in-year overtime expenditure requirements / capacity at station level.

## Matters for Discussion

1. **Neighbourhood Policing and Prevention Plan**

The Board received a verbal update from Supt Chris Neve regarding the Neighbourhood Policing and Prevention Plan. The Superintendent explained the work that he undertaken since being in the role to enable him to put together a strategy, delivery plan and performance plan regarding NPP.

The PCC asked what the Supt reflection was on the Force when undertaking his original scoping exercise. The Supt stated that the Force were already operating at a platinum level and had the resources within neighbourhood policing but were missing the strategic/tactical direction.

The PCC asked for an update regarding the interaction between the schools’ programme team and the rural crime team as they form part of the wider neighbourhood policing team activity. The Supt explained that both teams now sit within the group chaired by ChSupt Jones-John and that delivery/strategy sits within the prevention team.

The PCC noted the importance of communication with local councillors within neighbourhoods.

The PCC asked for regular meetings between Supt Chris Neve and the OPCC.

**Action: OPCC to arrange regular meetings with Supt Chris Neve.**

1. **Update on Peel Inspection Recommendations**

The Board considered the Force memo provided by Inspector Janas which provided a positional update summary in relation to the Force’s open HMIC AFIs and Recommendations.

The Force currently has 29 AFIs (23 of these are L3 AFIs from the last two PEEL inspections and 6 x L2 AFIs from thematic inspection)

Th Force has 48 Recommendations (21 are L3 - (18 from the Vetting, Misconduct & Misogyny report & 3 from Police Performance report) A further 7 x L3 Recs are signed off internally pending HMIC closure. 27 are L2 from thematic reports.

The PCC queried who had overall responsibility for the matter, the CC confirmed that the DCC has strategic oversight of the matter.

The PCC and CC discussed communication with the Force’s HMICFRS lead, the CC suggested that contact be made with Michelle Skeer to update on the current work of the Force.

The PCC was grateful to Insp Janas for the updates he provides via email to the PCC regarding the results of other Forces nationally.

**Action: The CC to contact Michelle Skeer (HMICFRS) to update on the current work of the Force**

1. **Follow up on S60 - Report on the Criminal Justice Alliance’s super-complaint: Section 60 of the Criminal Justice and Public Order Act 1994 and independent community scrutiny of stop and search**

The Board discussed the update provided by Supt Chris Neve regarding the matter. The report noted that that Dyfed Powys Police had recognised and responded to each of the ten recommendations published in the report, and Force performance has been assessed against the recommendations.

The Force is satisfied that they already comply with the safeguarding responsibilities regarding children and have a strong and challenging external scrutiny processes regarding the use of stop and search powers, with independent panels having access to unedited body worn video of searches. Annual training programme continues to be rolled out for officers which includes the content covered in the recommendations, and are ensuring that officers who authorise such powers, receive additional training and are expected to conduct and record a thorough briefing and de-brief when they authorise Section 60 powers.

Dyfed Powys Police have only used Section 60 powers on two occasions in the past year, which were both as a result of public order/protest at the Stradey Park Hotel in Llanelli. Since the publication of the recommendations, moving forward the Force now have plans in place that would ensure communities are consulted, briefed, reassured and the use of these powers including authorisations, briefings and the searches will be independently scrutinised.

1. **STA-BT EISEC (Enhanced Information Service for Emergency Calls)**

The Board reviewed the single tender award for the BT Enhanced Information Service for Emergency Calls. BT has a number of products which are being actively withdrawn from service within the next few years, to make way for the latest wave of innovation in the product portfolio. This means that the Public Switched Telephone Network (PSTN) and Integrated Services Digital Network (ISDN) services underpinning the EISEC network will need to be replaced with new, future-proof technologies before the end of 2025.

BT operate the 999 system in the UK for the emergency services, EISEC services forms part of their solution. No other supplier can provide the EISEC service as it is linked to the 999 call. EISEC identifies to the call handlers who is calling and the address they are calling from for 999 calls from fixed telephone lines, an essential tool within the control room which has been utilised for many years in Dyfed-Powys.

It was agreed that there will be an initial payment of £3,000 for the installation of the circuits to HQ and Ammanford, followed by an Annual Support amount of £5,000 per year for 5 years. Total contract value £28,000.

ICT currently funded the existing EISEC Service from revenue budget (641 Telephone Charges) to the value of £2,000 per year. The new circuit delivery will be funded from ICT revenue budget (641 Telephone Charges) including the additional £3,000. Reduction in BT lines used in Force will see savings to counteract the additional charges for the new EISEC service.

**Decision: The PCC approved the initial payment of £3,000 for the installation of the circuits for BT Enhanced Information Service for Emergency Calls to HQ and Ammanford, followed by an Annual Support amount of £5,000 per year for 5 years. Total contract value £28,000.**

1. **Grading of Senior Police Staff Post – Workforce Modernisation**

The Corporate Governance Framework requires the Chief Constable to report to Policing Board where police staff posts of salary scale “K” or above are created or deleted.

Chief Officers have approved that the post of Superintendent in Learning and Development be workforce modernised into a Police Staff post of Head of Talent. This post has been created and been put through the job evaluation process and been evaluated as salary grade “K”. It is the intention that this post be advertised both internally and externally on week commencing the 2nd of September, with interviews being scheduled for late September 2024. Salary grade “K” is consistent with other Head of business areas in the force.

The CC stated that this individual would be responsible for developing a long-term workforce plan.

The PCC queried if the number of Superintendents would be decreasing with the creation of the new role. The CC stated that the number would decrease, but there is currently not a Superintendent in the role.

The PCC requested snapshot of figures of the currently profile of the Force regarding senior officer ratio.

**Action: Force to provide a snapshot of figures of the currently profile of the Force regarding senior officer ratio.**

The CC stated that the DCC is currently completing a piece of work regarding senior police officer structure and how the Force is structured to present to the CC in September and would update the PCC on this work at the next Policing Board meeting.

**Action: CC to update the PCC regarding senior police officer structure at the next Policing Board Meeting.**

## Matters for Decision

1. **Force Insurance Renewals**

No documentation was brought to meeting as the Head of Legal Services was awaiting further information regarding the insurance renewals. Staff Officer updated the Board that a contingency plan had been put in place regarding the renewal. The PCC raised with the CC the delay in the Head Legal Services obtaining the relevant information from department heads within the Force to support the renewal proses. The CC stated that he was aware of the delay and that a process would be in place so that the situation does not arise next year. It was agreed that the PCC and CC would consider and approve the documentation outside of Policing Board given the urgent timescales involved.

1. **Installation of new Heating and Ventilation at Aberystwyth Custody**

The Board considered the report providing an overview of the proposal received from CBRE following their tender process for the upgrade of the existing heating & ventilation system at Aberystwyth Custody Suite. Following concerns raised in respect of operation efficiencies of the system a feasibility report was undertaken and a subsequent design was tendered. This will provide DPP with a heating and ventilation system that is compliant with the current Home Office Police Custody Suite Design

The tender proposal was received on the 18th of July 2024 from CBRE Project Manager for two options. Option 1 was for retaining the use of the existing main building gas boiler to heat the custody suite with the introduction of new energy efficient Air Source Heat Pumps (ASHP) to deliver cooling to the suite at a cost of £273,592.71.

Option 2 was for the installation of a new energy efficient ASHP to provide heating & cooling to the suite at a cost of £286,033.71. The supply of hot water to the suite does not form part of this project and will be provided by the existing mains gas boiler.

The preference is to utilise Option 2 as this enables DPP to reduce their dependency on fossil fuel, reduce the carbon footprint of the custody suite and provide the required level of resilience. The new ASHP heating & cooling system would be independent of the mains gas boiler and be designed to achieve a resilience level of N+1.

A revised cost proposal was received on the 30th of July confirming the cost for Option 2 to be £280,442.50.

In addition to the above works the current electrical generator serving the custody suite also needs to be upgraded. Concerns raised during the design stage confirmed that the existing generator and electrical system would not have sufficient capacity to serve the new proposed electrical heating & ventilation system proposed for the suite.

A tender proposal was received on the 18th of July 2024 from CBRE Project Manager for the supply & installation of a new generator & associated electrical infrastructure upgrades at a cost of £160,018.55.

A revised cost proposal was received on the 30th of July confirming the cost to be £156,626.23.

The Estate’s Department recommendation is to award the contract to CBRE for the upgrade of the existing heating & ventilation system at Aberystwyth Custody Suite at cost of £437,068.73. Approval is also requested to expend the 15% contingency if required, up to an overall value of £502,629.03 against the budget. This is based on financial cost evaluation, contract terms, route to market and timely delivery of the works.

**Decision: The PCC approved the recommendation to award the contract to CBRE for the upgrade of the existing heating & ventilation system at Aberystwyth Custody Suite at cost of £437,068.73 and approved the requested to expend the 15% contingency if required, up to an overall value of £502,629.03 against the budget.**

1. **Forensic Medical Services (Custody)**

South Wales Police Procurement have progressed a collaborative tender on behalf of the Three Southern Wales Forces for Forensic Medical Services – Custody. The current contract for the provision of Forensic Medical Services (Custody - HCPs) with CRG Medical Ltd expires on 28th February 2025 with an option to terminate early giving 90 days’ notice, which will be progressed to terminate the agreement in October 2024.

Each Force will have a separate contract for their requirement, although as all contracts will be awarded to the same supplier, potential collaboration savings have been identified and will be progressed during the implementation period. In addition, cross border operation will be explored given bordering forces will also be with the same supplier.

The Force currently holds a risk in relation to FMS – Custody service provision. The current model for Powys (Newtown and Brecon) is on a retainer basis, which often means gaps in rota coverage. Rota coverage for April 2024 averaged 46% across the two suites, annual average coverage 2023/24 is 31%.

Currently the Forensic Medical Services (FMS) contract delivers Custody Health Care Practitioners and Forensic Medical Examiner for SARC. The new FMS provision will split these two elements into two separate contracts FMS for Custody and FMS for SARC (presented at COG 17th /PB on 11th), which is a collaborative contract between the three Forces in line with Wales Sexual Abuse Services (WSAS) regionalisation programme to achieve ISO accreditation and achieve consistency and equity of sexual abuse service provision (models, accessibility, and governance) across the South-West Wales region.

This matter relates to the award of an embedded FMS service to Custody within the Dyfed Powys Police Force area. There is a need to enhance the availability of HCPs across the force area, to Powys specifically, to minimise delays in examining detainees in police custody. The consequences of such delays can impact on the medical welfare of a detainee and put additional pressure on Custody staff by increasing the risks of death or serious injury within the Custody unit. Furthermore, the progress of the investigation can be delayed, abstracting officers from other frontline duties for longer periods and increasing the risk to the public by reducing operational effectiveness.

C/Insp for custody would be responsible for the contract management of the service with support from procurement. The DoF flagged the cost pressure for next year with the service and the increased provision. The overall cost pressure will need to be built into the budgets for the following year.

**Decision: The PCC approved the recommendation to award the contract to Mitie - Care in Custody for a period of 4 years at a cost of £7,371,219.31 for the Forensic Medical Services. As this contract is part of a Framework agreement, there is an option to extend for a further period following the initial contract period. This would be based on service delivery and commercial model at time of renewal.**

**Action: PCC to liaise with OPCC Director of Commissioning regarding an update on Sexual Assault Referral Centres (SARCs)**

1. **Fishguard Feidr Castell Unit 3 Recommendation and Sale of current site**

The Board considered a report summarising an Estates option that had become available in the Pembrokeshire Local Policing Area which is worthy of further exploration/ decision specifically relating to the Fishguard Police Station facility**.**

The Strategic Estates Group and COG have recently made key decisions around the future operational requirement as regards the estate in Pembrokeshire. This resulted in several properties being assessed as not being operationally fit for purpose subject to alternate options being available in the locality to meet local NPT/ Response requirements. In Pembrokeshire, this specifically identified the current Pembroke Dock, Fishguard and Milford Haven Stations as being three such properties as well as Saundersfoot and Narberth Stations.

The work that had been progressing with LPA Commanders utilising Process Evolution data concluded that a two-base footprint model for operational response policing in Pembrokeshire was the preferred solution based around the (current) Haverfordwest Station and a new Pembroke Dock response hub location. These two main bases were to be supplemented by smaller local office-based facilities to house NPT resources locally in specific locations.

Visits by the Senior Command Teams to these locations have been positive and operational staff have viewed Unit 3 confirming its suitability to provide a fit for purpose operational base close to the town centre, this will allow the current Police station building to be released for sale while maintaining a presence in the town. The Unit is currently vacant and is immediately available for rental and conversion.

Unit 3 (which has Ambulance and Fire stations and a Council Depot base within close proximity) would be available for rent. A visit by members of the Pembrokeshire Local Policing Area team with Estates has confirmed that the property would be suitable for operational occupation as a NPT base, with conversion works required to change from a light industrial unit to an office environment at a cost of £30k. This option would therefore appear to be beneficial from an operational and future estates management perspective with a substandard and energy inefficient police station and working environment being replaced with a more fit for purpose fitout office environment.

The term of occupation is based around 20 years and there will be no liability to convert the building back to the current fitout at the end of the term. Flexibility in the lease allows 3 months’ notice to be issued after the first year allowing swift vacation if required during the 20 year term.

Detailed costings have been provided which equate to £5 per square foot rent. This equates to a total cost of £5,832 per annum exclusive of rates, plus VAT at the standard rate, payable monthly in advance by Standing Order plus £500 landlord service charge for the external estate upkeep, this is based on a 20-year agreement term.

The PCC and CC had previously agreed the decision via correspondence.

**Decision- Following the previous agreement of the PCC and CC, the Board noted the agreement of the recommendation to rent Unit 3 Feidr Castell at a cost of £5,832 per annum exclusive of rates, plus VAT at the standard rate, payable monthly in advance by Standing Order plus £500 landlord service charge for the external estate upkeep, this is based on a 20-year agreement term.**

## Any Other Business

1. **Response to HMICFRS State of Policing Report 2023**

The PCC was grateful to the CC for the response to the report and that a PCC response would be shared with the Force and sent to HMICRFRS.

1. **Letter from College of Policing regarding Recruit Online Assessment Process and Welsh language resources**

The Board discussed the letter and the offer from the College of Policing regarding a lead from the Force to liaise on the matter with the College of Policing.

The CC stated that Amanda Blakeman is the current chair of the Welsh Chief Officers Group and that he would discuss a Force lead and if North Wales are leading on this matter.

**Action: CC to discuss with CC Amanda Blakeman regarding a lead officer/Force to liaise with the College of Policing regarding Welsh language resources.**

The CC raised that the Welsh Chief Constables had recently met and during the meeting it was raised that the Welsh PCC’s were proposing a Governance Board for collaboration agreements across Wales. The CC asked for an update regarding the proposed Board.

The PCC stated that this had previously been discussed at the Policing in Wales meeting in June and that the CEx had drafted a terms of reference for the Board which was discussed at the Policing in Wales meeting in June. It was agreed during the PiW meeting in June to move forward with the Collaboration oversight Board.

The CC also made the PCC aware of a proposal that CC Blakeman is putting forward to Chief Constables that Go Safe speed awareness courses should be delivered on an All Wales basis and any surplus is put into Go Safe, currently Dyfed Powys deliver their own internal speed awareness course. The PCC referenced the historical decisions regarding the matter, the CC stated that the Chief Officers would discuss further.

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| Action No. | Action Summary from meeting 22/08/2024 | To be progressed by |
| PB 025 | OPCC to arrange regular meetings with Supt Chris Neve. | OPCC |
| PB 026 | The CC to contact Michelle Skeer (HMICFRS) to update on the current work of the Force | Force |
| PB 027 | Force to provide a snapshot of figures of the currently profile of the Force regarding senior officer ratio. | Force |
| PB 028 | CC to update the PCC regarding senior police officer structure at the next Policing Board Meeting. | Force |
| PB 029 | PCC to liaise with OPCC Director of Commissioning regarding an update on Sexual Assault Referral Centres (SARCs) | OPCC |
| PB 030 | CC to discuss with CC Amanda Blakeman regarding a lead officer/Force to liaise with the College of Policing regarding Welsh language resources. | Force |

CLOSE