

Discussion and Actions from Commissioner's Strategic Board meeting at 09:30
12th May 2015



Attendees

Mr Alun Michael (Police and Crime Commissioner),
 Dr John Rose (Assistant Police and Crime Commissioner),
 Mr Mark Brace (Chief Planning & Performance Manager),
 Mr Geoff Petty (Chief Finance Officer)
 Mr Cerith Thomas (Chief of Staff)
 Chief Constable Mr Peter Vaughan
 Assistant Chief Constable Mr. Richard Lewis,
 Mr Mark Milton (Director of Human Resources),
 Mrs Nia Brennan (Head of Joint Legal Services),
 Mr Huw Cogbill (Assistant Director of Corporate Development),
 Mrs Cath Llewellyn (Head of Corporate Communications),
 Mrs Kate Carr (Communications and Public Engagement Manager),
 Miss Christina Strode (Staff Officer/Researcher),

Ref:	Subject Item:	Discussion/ Comments	Action/ Decision	Assigned to:	Required by:
Part 1	<u>Standing Items</u>				
12.05.15.1	Apologies for Absence	Mrs Sophie Howe (Deputy Police and Crime Commissioner), Deputy Chief Constable Mr Matt Jukes, Assistant Chief Constable Mr Jon Stratford , Mr Umar Hussain (Director of Finance and Administration),			
12.05.15.2	Immediate and Urgent Items	Mr Michael & Mr Vaughan gave an update on the HMIC inspection meeting yesterday. Feedback from the HMIC would be given at the end of the week on Thursday afternoon. Mr Michael gave an update on the general election results and implications.	Richard Lewis & Nikki Holland to share presentations with Mr Michael	Richard Lewis & Nikki Holland	

12.05.15.2a	General election results & likely implications	<p>There would be a Police and Crime Commissioner election in May next year.</p> <p>The appointment of Police Minister or attorney general had not been made yet.</p>			
12.05.15.2b	Temporary relocation to Cardiff Central Police Station	<p>Mr Vaughan gave an update on the temporary relocation to Cardiff Central police station whilst the works to the Headquarters building continued.</p> <p>The Chief Constable's team and the Commissioner's team had been allocated accommodation on the first floor of Cardiff Central, access to the conference room and a smaller conference room and parking in the basement. All done at little cost.</p> <p>The Chief Constable's team would be maintaining visibility at police headquarters and across the force.</p> <p>Mr Michael couldn't yet visualise the pattern of working. There was a need identified to manage that in the short term and to consider what would happen in the future (after 18 months' time).</p>			
12.05.15.2c	Station Enquiry Officers, Workstream Reform Report	<p>The report was presented to the board for information. There were 8 stations with front office functions. Footfall was small at certain times. Proposed changes to opening times had been made. Discussions had been had with the staff associations.</p> <p>The re-launch of 101 had been planned for 2nd June 2015.</p>	Richard Lewis to provide Mr Michael with detailed information on demand and cost savings.	Richard Lewis	

12.05.15.3	<p>Joint Planning and Performance Management Group, minutes of meeting on 6th May 2015</p>	<p>The minutes of the Joint Planning and Performance Meeting held on 6th May were discussed.</p> <p>That included the sequence of Planning & Performance meetings.</p> <p>The group had agreed to enhance performance monitoring through a bi-monthly cycle of performance reporting against the Police and Crime Plan and the Chief Constable's delivery plan.</p> <p>The group discussed the governance and single architecture.</p> <p>The mechanics of the bursary scheme for Police Community Support Officers was discussed. Nia Brennan highlighted the legal position under the equality act.</p> <p>Mark Milton highlighted there were two Police Community Support Officer intakes over the next 12 months and work needed to be done to ensure those represented the communities of South Wales. There would be 30 mentors in place to assist.</p> <p>There was a discussion on the late night levy. Cath Llewellyn highlighted that there was a delay in introducing the new website due to technical issues.</p> <p>Richard Lewis would speak to Martin Smedley for an expected timescales of when these issues would be resolved.</p>	<p>Mr Michael, Sophie Howe, Richard Lewis and Janine Roderick would meet to discuss this further.</p>	<p>Mr Michael, Sophie Howe, Richard Lewis, Janine Roderick</p>	
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12.05.15.4	<p>Joint Architecture and Future Governance following completion of construction works at Police Headquarters, Bridgend.</p>	<p>There was a lengthy discussion on the joint architecture and future governance following the completion of construction works at Police Headquarters.</p> <p>The Fire Service was going to be housed within the main building as part of the tri-service centre. There was uncertainty at that stage whether the ambulance service would have a presence.</p> <p>There was also a possibility of an agreement with Public Health Wales to join resources on analysis and planning. This was under discussion with the local health boards.</p> <p>The proposed structure of the new headquarters would allow a different working arrangement and need strategic direction and management of change.</p> <p>Working in collaboration with other agencies would assist efficiency and help towards breaking demand on all services involved.</p> <p>All services aimed to have positive, safe and healthy communities and prevent avoidable illness/injury, crime/anti-social behaviour. The three services – police, fire and health all had direct contact with the public on emergency issues.</p> <p>The group discussed the joint architecture proposal. Huw Cogbill emphasised that progress had been made on joint working between the Chief Constable’s staff and the Commissioner’s staff through the programme management board. It was highlighted that there was a need to maintain some distance as there are two corporation soles.</p>			
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		<p>The board highlighted the good working relationship between the Chief Constable and the Commissioner which enabled the ability to challenge decisions.</p> <p>The new structure of the headquarters would need to have maximum flexibility. Mr Michael highlighted that when considering the options for future sale of part of the site the Commissioner's current accommodation should not be excluded from the options.</p> <p>Mr Michael, Sophie Howe, Matt Jukes, Mr Vaughan, Mark Brace, Huw Cogbill, Geoff Petty and Umar Husain all need to be part of the considerations for future considerations.</p>			
12.05.15.5a	Child Sexual Exploitation report	<p>The board was asked to note the Child Exploitation Report. It was going to be presented at the Child Sexual Exploitation summit on Monday. There were 130 people attending the event.</p> <p>The action plan would be developed further after the summit.</p> <p>The Police Innovation fund bid for Child Sexual Exploitation was successful. A problem profile of Child Sexual Exploitation for the South Wales force areas would be ready by the end of May.</p> <p>The Public Protection review report would be presented at the next Gold meeting which would include realignment of roles within Public Protection with Child Sexual Exploitation leads identified.</p>			

		<p>Nikki Holland had been tasked to undertaken a gap analysis between what work had already been done in this area and what further work was required.</p> <p>Recommendations from the Child Sexual Exploitation Summit would come back to the board for discussion and noting.</p>			
12.05.15.4b	Police and Crime Plan – Commissioner	Mr Michael clarified that the Police and Crime Plan was intended to be launched during June at the same time as the re-launch of 101.			
12.05.15.4c	Chief Constable's delivery plan	<p>Mr Vaughan presented the board with a working draft of the Chief Constable's delivery plan which had been discussed at the previous Gold Meeting.</p> <p>Mr Michael commented that he had not had prior sight of the plan.</p> <p>Mr Vaughan highlighted that the Chief Constable's plan intended to deliver the Police and Crime Plan. The nominated leads would be held to account on these issues. The operational strategy outlined how the Constable's delivery plan would deliver the key issues of the Police and Crime Plan.</p> <p>Chief officers had been nominated as leads but it was highlighted that they were not going to work in silos. Copies of the both the one page plan and the operational strategy were given out at the meeting.</p>			

12.05.15.4d	Finance Update	<p>Geoff Petty gave an update on the financial situation.</p> <p>TIAA had taken over from Deloitte as internal auditors.</p> <p>The impact of the results of the election on the financial situation was highlighted.</p> <p>The medium term strategy which had factored in 4% cash cuts would not be changed at that stage.</p> <p>There was a likelihood of seeing cuts over the next few years in the region of the cuts under the previous CSR.</p> <p>Mr Martin Innes was undertaking work on behalf of the four Welsh Commissioners on the Welsh version of the funding formula. A draft of that work was expected imminently.</p>			
12.05.15.4e	Action notes from the last meeting	<p>Mr Michael reinforced the importance of receiving papers for the meetings in a timely matter.</p> <p>The board noted the action notes from the previous meeting.</p> <p>Helen Bennett was due to complete her report by the end of June.</p> <p>Mark Milton updated the board on the position of the learning and development strategy.</p> <p>It was commented that the Performance Development Process was considerably time-consuming. That was still a work in progress.</p> <p>Mr Michael asked for the following to be included on the next meeting's agenda:</p>	Christina Strode to prepare the minutes of this meeting as soon as possible.	Christina Strode	

		<ul style="list-style-type: none"> • School Liaison Programme • Joint Programme Officer Report • Joint Thematic Review Process. 			
<u>Part 2</u>	<u>Items raised by exception</u>				
12.05.15.6	Commissioner and Chief Constable's meeting with local authority Chief Executives and Leaders	<p>Mr Michael updated the group on the progress made at those meetings Rhondda Cynon Taf's agenda would need to include grass fires.</p> <p>Bridgend agenda would need the opening of Ty Richard Thomas on the agenda.</p>			
12.05.15.7	Procurement Log	<p>The board were asked to note the procurement log.</p> <p>The procurement strategy would come to these meetings when complete.</p> <p>Mr Vaughan asked Geoff Petty to clarify with Umar Hussain the entry for carpentry and to clarify when the procurement strategy would be ready.</p>			
<u>Part 3</u>	<u>Items raised by report</u>				
12.05.15.8a	Commissioner's team update report	<p>The board noted the report.</p> <p>Mr Michael updated the board on some of the key meetings/events his team had attended.</p> <p>It was agreed that Mr Michael would include a summary report of issues discussed at Leadership team meetings.</p>	Mr Michael to discuss with his Leadership team the inclusion of a summary report to this board.	Mr Michael	

12.05.15.9	Chief Constable's update report	<p>The board noted the report</p> <p>Mr Vaughan highlighted the changes to senior staff including:</p> <p>Chief Superintendent Dorian Lloyd would take over from Chief Superintendent Tim Jones in Professional Standards.</p> <p>Chief Superintendent Joe Ruddy would become Divisional Commander of Western division.</p> <p>Chief Superintendent Stuart Parfitt would become Divisional Commander of Central division.</p>			
12.05.15.10	Association updates	Mr Vaughan updated the board on association updates.			
12.05.15.11	Update on Welsh Government Meetings	No updates to report.			

Update on action notes from meeting on 13th April 2015

Ref:	Subject item:	Explanatory note:	Update:	Further Action:	Assigned to:
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ACTON LOG:

Ref:	Subject Item:	Discussion/ Comments	Action:	Assigned to:	Required by:
12.05.15.2	Immediate & Urgent Items	Update on the HMIC Inspection	Richard Lewis & Nikki Holland to share presentations with Mr Michael	Richard Lewis & Nikki Holland	

12.05.15.2c	Station Enquiry Officers, Workstream Report	Proposed changes to opening times had been made in the Workstream Report.	Richard Lewis to provide Mr Michael with detailed information on demand and cost savings.	Richard Lewis	
12.05.15.3	Joint Planning & Performance Management Group, minutes of the meeting on the 6 th May 2015	There was a discussion on the Late Night Levy.	Mr Michael, Sophie Howe, Richard Lewis and Janine Roderick would meet to discuss this further	Mr Michael, Sophie Howe, Richard Lewis & Sophie Howe	
12.05.15.4e	Action Notes from the last meeting	Minutes of the meetings	Christina Strode to prepare the minutes of this meeting as soon as possible.	Christina Strode	
12.05.15.8a	Commissioner's team update report	Mr Michael agreed to include a summary report of issues discussed at Leadership Team meetings	Mr Michael to discuss with his Leadership team the inclusion of a summary report to this board.	Mr Michael	

DECISION LOG:

Ref:	Subject item:	Decision:	Senior Responsible Officer