

Discussion and Actions from Commissioner's Strategic Board meeting
10th June 2014



	Attendees	Mr Alun Michael Police and Crime Commissioner for South Wales, Ms Jan Pickles Assistant Police and Crime Commissioner for South Wales, Mr John Rose Assistant Police and Crime Commissioner for South Wales, Mr Cerith Thomas Chief of Staff, Mr Mark Brace Chief Planning & Performance Manager, Chief Constable Peter Vaughan, Deputy Chief Constable Matt Jukes, Assistant Chief Constable Richard Lewis, Mr Gareth Madge Director of Legal Services, Mr Umar Hussain Director of Finance and Administration, Ms Nia Brennan Head of Joint Legal Services, Mr Huw Cogbill Assistant Director of Corporate Development, Ms Kate Carr Communications and Public Engagement Manager, Ms Cerys Parker Acting Staff Officer.			
Ref:	Subject Item:	Discussion/ Comments	Action/ Decision	Assigned to:	Required by:
<u>Part 1</u>	<u>Standing Items</u>				
10.6.14.1	Apologies for Absence	<ul style="list-style-type: none"> • Apologies from Sophie Howe, Geoff Petty, Mark Milton and T/ACC Julian Williams. • Noted Mr Jukes Apologies from 11:00am 			
10.6.14.2a	Immediate and Urgent Items	<ul style="list-style-type: none"> • Mr Michael congratulated T/ACC Williams on his promotion. <p><u>10.6.14.2a Contract for the provision of custody Services</u></p> <ul style="list-style-type: none"> • Mr Lewis explained that the existing G4S terms and conditions for staff would remain in 			

10.6.14.2b		<p>place for a minimum of a year. Mr Milton will lead on this going forward. A block of the terms and conditions will be kept the same for a minimum of 12 months and would be up for negotiation after 12 months.</p> <ul style="list-style-type: none"> • Communication on the changes had been completed via the Staff Associations • Mr Vaughan held meeting with Unison and made sure the terms and conditions were clear and that staff understood that they would be better off in relation to pay, pension, leave etc. • Mr Michael asked where the 12 month period came from. • Mr Madge explained that it was a judgement call and the intention of the legislation was that employees should not be worse off but in our case they would be better off, there was no specific time scale but a general view that the optimum time would be 12 months to ensure everything was embedded. • Mr Michael explained it would be useful to have a form of words that everyone could use to ensure the message was consistent. <p><u>10.6.14.2b Youth Offending update</u></p> <ul style="list-style-type: none"> • Mr Michael referred to the completion of a report by Mr Mike Goldman on the Youth Offending Service. It listed what was happening in each BCU. It gave a strong basis to maintain the Police level of engagement. • Mr Michael advised that the merger between Rhondda Cynon Taff and Merthyr, in relation to the provision of youth services, would take place in July and they were looking to start 	<p><u>10.6.14.2a</u> Mr Lewis to provide a form of words.</p>	Mr Lewis	
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		<p>18 – 25 work in September. There was a lack of clarity in relation to the service in Cardiff and Vale and he would be meeting with their Head of Children’s Services that week.</p> <ul style="list-style-type: none"> • Mr Michael said that the Youth Justice Board was looking at the transition to Youth Offending Teams. • Mr Rose explained that the Western Bay Youth Justice & Early Intervention Service Management Board had elected a new chair and made a strong commitment of moving the process of 18 – 25 year olds. • Mr Rose outlined the triage system for 18 – 21 year olds in Cardiff. • Mr Lewis added operational issues would be around how the Youth Offending Teams work internally, linking in with our role and the general way forward. • Mr Rose suggested arranging a meeting with Mr Lewis and 18 – 25 Lead Penny Cram. 	<p><u>10.6.14.2b</u> Mr Rose, Mr Lewis and Ms Cram to meet to discuss 18 -25 work.</p>	<p>Mr Rose, Mr Lewis and Ms Cram</p>	
<p>10.6.14.3</p>	<p>Joint Planning and Performance management Report.</p>	<p><u>10.6.14.3</u> Joint Planning and Performance</p> <ul style="list-style-type: none"> • Mr Rose stated it was the second meeting he had chaired. It had become clear that this meeting was at the heart of providing assurance that planning and performance was being met and the links were being made with the plans. • The schedule of meetings was discussed and it would provide the Commissioner with information at the right times as required, the schedule had been developed to allow sufficient time for the action points to be completed. 			

		<ul style="list-style-type: none"> • Consideration had been given to moving from the current method of reporting on a month on month basis to a rolling 12 month cycle, the group dealt with a large amount of information and was considering how best to deal with the information and take it forward. • Mr Jukes added that the new timeline of the meetings allowed meetings to take place around NATO and to plan the budget for the year ahead. It was crucial that another meeting be held prior to August to discuss finance. • Mr Michael asked for explanation of the 12 month rolling structure? • Mr Jukes explained it was linked to the Dashboard and the advantage of reporting on a 12 month basis is that trends are more easily identified and that it provided a smoother more informed picture. • Mr Lewis added that comparing month on month could distort the perception of crime trends and levels due to large events within certain months i.e. Halloween. A 12 month rolling cycle allowed crime patterns to be identified more easily. • Mr Vaughan gave the assurance that Mr Lewis was looking into crime recording daily to ensure spikes were not missed. • Mr Michael stated the need to make sure we look on a longer term perspective e.g. 5 year perspective. <p><u>Changes to Crime recording update</u></p> <ul style="list-style-type: none"> • Mr Lewis outlined the new process of crime recording, which was live as of Sunday 8th June 2014. 	<p><u>10.6.14.3</u> Planning and Performance meeting to be arranged before August.</p>	<p>Mr Rose, Mr Jukes</p>	
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		<ul style="list-style-type: none">• Crime in South Wales was now classified at first point of contact via a number of questions, an officer then investigates and can agree / disagree with classification. If 'no crime' mark is to be used then additional viable evidence must be provided in order to use the classification. The process was now more timely and transparent.• The issues are that crime figures would increase as would the perception of the public. In relation to recording 'no crime' facing issues where members of the public do not want to speak to the police further to provide the necessary viable evidence.• Due to these changes the baseline of crime will change, the changes will be comparable year on year. All 4 divisions had not lost sight of their agenda but the new process enabled South Wales police to tackle different crimes, including ones which may not have been recorded in the past.• Mr Rose discussed the need for a robust communication strategy to be developed and the need to inform the public of the changes as a priority.• Mr Michael stated he was pleased with how it was moving forward and stressed the importance of communications and the need to ensure all the lines of communication were the same both internally and externally to ensure everyone was providing the same message.• Mr Vaughan noted the message also needed to be straight forward to make it easily understood.• Ms Pickles noted that the new way of recording showed people who previously felt			
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		<p>excluded that we are taking every crime seriously.</p> <p><u>101</u></p> <ul style="list-style-type: none"> • Mr Vaughan advised that call handling showed 101 was far more responsive and the force was now receiving an additional 3000 calls. • Mr Michael stated that 101 and the need to explain the changes in crime recording ran parallel. • Mr Pritchard stated that communications was very much at the centre of the discussions around 101 and crime recording. • Mr Michael welcomed the idea of a programme going forward. <p><u>HMIC sample selection</u></p> <ul style="list-style-type: none"> • Mr Vaughan explained that the HMIC Inspection would be taking its sample from October 2012 to November 2013, spoken to Drusilla Sharpling and both agreed that it was not reasonable. • Mr Lewis will draft a letter for Mr Vaughan to Drusilla Sharpling copy of the letter to be sent to Mr Michael. • Mr Michael agreed to speak to Police and Crime Commissioner Tony Lloyd on the matter. • Mr Michael welcomed the note on the estates strategy in the Planning and Performance Report. • Mr Jukes confirmed the date of the next Planning and Performance meeting as 31st July and updated that the force was currently receiving 110 incidents a month in relation to 	<p>10.6.14.3 Mr Lewis to draft letter for Mr Vaughan</p> <p>10.6.14.3 Mr Michael to speak to Tony Lloyd 10.6.14.3 Mr Michael will discuss the estates strategy with Mr Vaughan.</p>	<p>Mr Lewis</p> <p>Mr Michael</p> <p>Mr Michael and Mr Vaughan</p>	
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		<p>anti social behaviour. Over the next 12 months work will be ongoing with Bonnie Navarra, the anti social behaviour co-ordinator on a thematic review and work will continue in relation to Victim Support.</p>			
10.6.14.4	<p>Joint Risk Management Report and Register</p>	<ul style="list-style-type: none"> • Mr Hussain explained that this document was a live document and 4 additional points had been added. <ul style="list-style-type: none"> ○ Prima facie crime recording ○ Increased national scrutiny of crime recording and validity of crime statistics ○ National challenge of the use the A19 process ○ Cyber Crime • Mr Michael will discuss some items on the register with Mr Petty. • Mr Michael asked in relation to A19 how would details be kept confidential whilst ensuring transparency. • Mr Hussain explained a very technical was undertaken and a note was made on the accounts. • Mr Madge updated that there is no difference in principle to normal liability claims; we allocate a reserve to them. • Mr Michael noted that the heading should read Internet Related Crime rather than Cyber Crime. 	<p>10.6.14.4 Mr Michael to discuss further with Mr Petty</p> <p>10.6.14.4 Assessment to be provided by Mr Madge for Mr Michael in relation to Silk II</p>	<p>Mr Michael and Mr Petty</p>	

		<ul style="list-style-type: none"> • Mr Michael stated we need to scope to the risks in relation to Silk Part II, agreed to comment on the political side. • Mr Rose discussed risk of community initiatives being closed and the impact within communities • Discussions on how we take this forward. • It was decided that Mr Brace will look into what intelligence we have from the BCU's in relation to this and complete mapping on where decisions are taken / where we are / what is the fear within BCU's around the closure of key services. • Mr Michael stated he will write a letter to Local Authorities Leaders and Chief Executives and explain we would like to understand their decisions around the closure of these services. • Mr Rose suggested completing an audit of the 7 youth services. • Mr Michael referenced the Drug Intervention Programme and asked for an update by the next Strategic Board. • Ms Pickles noted that a draft framework had been prepared by Gareth Hopkins. 	<p>10.6.14.4 Mr Brace to complete mapping and Mr Lewis to provide intelligence from BCU's to Mr Brace.</p> <p>10.6.14.4 Mr Rose, Mr Lewis, Mr Brace and Mr Cogbill to look into this further and draft a letter from Mr Michael to the Local Authorities.</p> <p>10.6.14.4 Mr Rose to complete audit</p> <p>10.6.14.4 Mr Hussain to provide update in relation to Drug Intervention programme at the next Strategic Board.</p>	<p>Mr Madge</p> <p>Mr Brace and Mr Lewis</p> <p>Mr Rose, Mr Lewis, Mr Cogbill and Mr Brace Mr Rose</p> <p>Mr Hussain</p>	
10.6.14.5	Police and Crime Panel Meeting	<ul style="list-style-type: none"> • Mr Thomas confirmed the 22nd July as the date of the next panel meeting. 			

		<u>Agenda Items</u> <ul style="list-style-type: none"> Mr Hussain stated he would be in a position to provide the finance section for the report. Mr Thomas to ensure a financial report is on the agenda for the next Panel meeting Mr Vaughan asked for Victim Satisfaction, Change in Crime Recording, G4S and NATO Update to be agenda items. 	<p>10.6.14.5 Mr Hussain to provide report.</p> <p>10.6.14.5 Mr Thomas to update Panel.</p> <p>10.6.14.5 Mr Thomas will take agenda items forward.</p>	<p>Mr Hussain</p> <p>Mr Thomas</p> <p>Mr Thomas</p>	
10.6.14.6	Police and Crime Panel decisions	<ul style="list-style-type: none"> Mr Michael outlined the outcomes from the previous Police and Crime Panel meeting. Discussions held on Innovation Fund Victim Support Restorative Justice Force Delivery Plan. Mr Michael thanked Mr Vaughan and Mr Jukes for attending. Mr Petty was drafting a further submission in relation to Capital City Funding. 	<p>10.6.14.6 Mr Petty to draft submission for Capital City Funding</p>	<p>Mr Petty</p>	
10.6.14.7	Action notes from meeting on 7 th April 2014 and matters arising	<ul style="list-style-type: none"> Mr Michael outlined the action notes from previous meeting. <p><u>7.4.14.2</u> It was noted that if there are any key issues anyone would like to raise at the meetings with Leaders and Chief Executives of Councils, please also inform Mr Vaughan. Mr Vaughan now attends the Leader and Chief Executive meetings if unable to attend Mr Jukes and Mr Lewis will attend on his behalf. Chief Officers were thanked for attending as it was proving to be highly valuable.</p> <p><u>7.4.14.10</u> Update on NICHE visit, Mr Michael to</p>	<p>10.6.14.7 Mr Michael to send joint</p>	<p>Mr Michael,</p>	

		<p>follow up with Mr Christopher Salmon Ms Pickles advised that one of the outcomes of a recent Domestic Homicide Review was that NICHE should be adopted Wales wide. Mr Michael noted the letter should outline the journey of NICHE to date and in the future.</p> <p><u>7.4.14.14</u> Mr Michael updated that the letter regarding NPAS had been sent, Gwent were happy with the response.</p> <p><u>11.3.14.12.3</u> National Driver Offender Re-training Scheme (NDORS) Mr Michael will speak to Ms Howe to confirm what progress had been made with it.</p> <p><u>11.3.14.10</u> Mr Michael discussed A & E data. The way A & E data is looked at depended on what the Home Office was focusing on. The Cardiff Model in recording violence is not a universal message.</p>	<p>letter to Mr Christopher Salmon regarding NICHE. Ms Pickles to draft section discussing outcomes of the Domestic Homicide Review. Mr Lewis to draft section on NICHE</p> <p>.</p> <p>10.6.14.7 Mr Michael to discuss NDORS with Ms Howe</p> <p>10.6.14.7 Mr Michael to meet with Mr Rose, Mr Brace and Mr Newman to discuss data.</p>	<p>Ms Pickles and Mr Lewis</p> <p>Mr Michael</p> <p>Mr Michael, Mr Rose, Mr Brace and Mr Newman</p>	
10.6.14.8	Innovation Fund bid, Project Management, Update on Implementation	<ul style="list-style-type: none"> Ms Pickles updated that we had not received any information back on the most recent bids. Mr Hussain explained they received in excess of 190 bids but only had 30 Million pounds to distribute, the suggested date for a response was July. Bids for 2015 – 2016 need to be brought forward to Christmas, which was possibly 			

		<p>due to the general election.</p> <p>Mr Michael requested everyone to think of suggestions for the bids by the next Strategic Board meeting.</p> <ul style="list-style-type: none"> Ms Pickles added the Project Leads were currently looking into ideas. 	<p>10.6.14.8 All suggestions for the 2015 – 2016 bids to be discussed at next Strategic Board.</p> <p>10.6.14.8 Ms Pickles, Mr Hussain and Mr Petty to meet to discuss bids.</p>	<p>All</p> <p>Ms Pickles, Mr Hussain and Mr Petty</p>	
<u>Part 2</u>	<u>Items raised by exception</u>				
10.6.14.9	Violence against Women and Girls	<ul style="list-style-type: none"> Ms Pickles confirmed work was ongoing on the communications plan. There was a double page article in the Western Mail yesterday and favourable reports were made about South Wales Police. Welsh Government Bill due the end of June, need to ensure with our communications that we are not competing for space. 			
10.6.14.10	Commissioner and Chief Constable meetings with Local Authority Chief Executives and Leaders.	<ul style="list-style-type: none"> Mr Vaughan stated the meetings provided an opportunity to put across our concerns from both the force and the Commissioner's team. Mr Michael noted that when Mr Vaughan was unable to attend Mr Jukes or Mr Lewis would attend on his behalf. The follow up from these meetings have been very good. The meetings are very valuable. Mr Michael stated a meeting would be arranged with the new leader of Rhondda Cynon Taff as soon as possible. 	<p>10.6.14.10 Mr Michael and Mr Vaughan to meet with the new leader of Rhondda Cynon Taff Council as soon as possible.</p>	<p>Mr Michael and Mr Vaughan</p>	
10.6.14.11	Neighbourhood Watch agreement update	<ul style="list-style-type: none"> Mr Michael had discussed the new agreement with neighbourhood watch at some council meetings and had received 			

		<p>very positive reactions.</p> <ul style="list-style-type: none"> • Merthyr currently did not have a Neighbourhood Watch scheme but Ian Davy had offered to nurture the establishment of one. 			
<u>Part 3</u>	<u>Items Raised by report</u>				
10.6.14.12	Minutes of the Joint Audit Committee Meeting 27 th March 2014	<ul style="list-style-type: none"> • Mr Hussain noted that this was the first time the Joint Audit Committee minutes had been reported to the Strategic Board. • The Committee were responsible for monitoring compliance and procedures. • Proposals from plan to be included in the audit plan for 2015 • Mr Hussain to chase notes from Deloittes and provide a copy to Mr Michael. • List of Joint Audit Committee items to be provided to Mr Michael, Mr Vaughan, Mr Hussain and Mr Petty. 	<p>10.6.14.12 Mr Hussain to speak to Deloittes and provide copy of notes to Mr Michael</p> <p>10.6.14.12 Mr Thomas to provide list to Mr Michael, Mr Vaughan, Mr Hussain and Mr Petty.</p>	Mr Hussain	Mr Thomas
10.6.14.13	Code of Ethics Report	<ul style="list-style-type: none"> • Mr Rose noted that there were issues around where the code of ethics sat, either with the Professional Standards department or Learning and Development • Mr Vaughan stated that it was best placed with Professional Standards. New ACC John Stratford would have the Code of Ethics within his portfolio • Mr Vaughan commended Ms Jackie Trow for all her hard work on the paper. • It was updated that Mr Jukes was being interviewed by the HMIC in relation to the 	10.6.14.13 Mr Rose will discuss the Code of Ethics further with Mr Stratford.	Mr Rose	

		Code of Ethics today (10 th June) should receive document on how we are doing shortly.			
10.6.14.14	Communication Strategy	<ul style="list-style-type: none"> • Mr Pritchard advised that we now have a draft strategy that focused on what South Wales Police does based on 4 key principles supported by key priorities. The plan allowed us to structure work and to work to the Police and Crime Commissioners Priorities. • Currently working with the Commissioners Office in relation to how things fit within the plan. • Next steps will be to finalise the plan and work with Corporate Governance. Will be developing a dashboard going forward. • Mr Pritchard stated that reports on the progress of the plan would be steered by the Planning and Performance Group. • Mr Pritchard explained that the Communications Plan was a living Document and would be updated over the course of the year. • Ms Pickles indicated that Ms Carr had held meetings with the project Leads to look at our outcomes and to ensure the key deliverables were included in the Communication Plan. As a top line document it needed to be slim with a lot of substance behind it. • Mr Vaughan stated the need to have a single line of sight on what we are all looking to achieve. • Mr Michael noted that the plan was starting to come together; we need to ensure there is a consistent message at every level. • Mr Madge stated that it would be useful to have the mission statement and value included in bold within the plan. 			

10.6.14.15	Commissioner's Team brief reports.	<ul style="list-style-type: none"> Mr Michael was happy to let the report stand and welcomed any comments or feedback. Mr Michael updated on meeting with 5 Bench Chairs where he discussed links with magistrates and explained would like to discuss what information they are picking up from the public. Mr Michael noted that he will seek to pull together a weekly summary of meetings. 	10.6.14.15 Commissioner's Office to pull together weekly summary of meetings		
10.6.14.16	Chief Constable's update report	<ul style="list-style-type: none"> Mr Vaughan was content to let the report stand and welcomed any comments or feedback. Mr Vaughan noted that there were communication opportunities from the reports as they highlighted the impressive work around the BCU's and we need to get these messages out there. 			
10.6.14.17	Association updates.	<ul style="list-style-type: none"> Mr Michael updated on meetings with ACPO and HMIC. 			
10.6.14.18	Update on meetings with Welsh Government	<ul style="list-style-type: none"> Mr Vaughan had a meeting with Lesley Griffiths AM last week. Discussions were had around the Ambulance Service, Mr Michael to speak to Mark Drakeford. 	10.6.14.18 Mr Thomas to ensure Mr Michael has a copy of Mr Bennetts briefing.10.6.14.18 Mr Michael to speak to Mark Drakeford	Mr Thomas	Mr Michael

Update on action notes from meeting on 7 April 2014					
Ref:	Subject item:	Explanatory note:	Update:	Further Action:	Assigned to:
7.4.14.2	Immediate and Urgent Items	Mr Michael asked if we had received any response from the business sector on the consultation on		Mr Brace to look into response and feedback to Mr Michael.	Mr Brace

		the Police and Crime Plan.			
7.4.14.7	Joint Planning and Performance Management Report	Mapping priorities to read across the Police and Crime Commissioners priorities, matrix and targets to be picked up by the Planning and Performance Group going forward.		Follow up to Mapping, matrix and targets to be moved to the Planning and Performance Team	Planning and Performance Group
7.4.14.7		Crime Recording Joint Letter to be sent to Leaders and Chief Executives of Local Authorities.		Mr Lewis to draft joint letter and send copy to Mr Michael.	Mr Lewis
7.4.14.10	Innovation Fund Bid, project management update on implementation	Update on NICHE visit, Mr Michael to follow up with Mr Christopher Salmon		Mr Michael to send joint letter to Mr Christopher Salmon regarding NICHE. Ms Pickles to draft section discussing outcomes of the Domestic Homicide Review. Mr Lewis to draft section on NICHE	Ms Pickles, Mr Lewis and Mr Michael
7.4.14.10		It was decided that Mr Hussain will pick up discussions on project management role with Mr Rose as Ms Howe was currently on Maternity Leave.		Mr Hussain to discuss project management role with Mr Rose.	Mr Hussain and Mr Rose
7.4.14.12	Quality Assurance Panel	It was decided the Quality Assurance Panel to be an item			Mr Thomas to agenda

		carried forward.			
11.3.14.10	Overview of Violent Crime	Item carried forward Mr Lewis to speak to Ms Roderick in relation to overview of violent crime.		Mr Lewis to discuss further with Ms Roderick	Mr Lewis, Ms Roderick
5.2.14.13	Association Updates	<u>5.2.14.13</u> Letter has been sent to Lesley Griffiths, Mr Thomas to see if a similar letter has been sent to Jane Hut.		Mr Thomas to check if letters have been sent and provide copies to Mr Michael.	Mr Thomas

Part 2 - Restricted

Ref:	Subject Item:	Discussion/ Comments	Action:	Assigned to:	Required by:

DECISION LOG:

Ref:	Subject item:	Decision:	Senior Responsible Officer
10.6.14.3	Planning and Performance group	It was decided there would be an additional Planning and performance meeting arranged before August	Mr Rose