

SPA Board Meeting - Public Session
Rolling Action Log

| Action No | Action | Action Owner | Status | Expected Date of Completion | Actual Date of Closure | Update/Comments |
|---------------------------|--|-------------------|--------|-----------------------------|------------------------|---|
| MEETING HELD 20 JUNE 2016 | | | | | | |
| 200616- SPABM- 001 | Police Scotland Performance Report: Provide explanation to Members around the 35% rejection rate from Nation Forensics Gateway and ensure that work is carried out in the meantime to reduce that rate. | CC Philip Gormley | OPEN | 25.8.16 | | 05.08.2016: Support has now been provided to the National Forensic Services Gateway (NFG) by Continuous Improvement Staff from Police Scotland Organisational Development who are trained in the delivery of Lean Six Sigma. This training will assist in improving current rejection rates, with initial interviews/consultation having taken place with NFG National Manager and staff on Thursday 18 August 2016. Further engagement will be undertaken with partners to confirm understanding of roles and responsibilities within the end to end submission process. A report of findings and progress will be provided by DSU Sean Scott at the conclusion of this work and is anticipated to be made available to Members in advance of the next SPA Board on 27 October 2016. Propose ongoing. |

NOT PROTECTIVELY MARKED

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| 200616-SPABM-002 | Police Scotland Performance Report: Arrange for a confidential briefing to be provided to Iain Whyte around the learning points gained from partners involved in exercise Darting Dolphins. | CC Philip Gormley | OPEN | 25.8.16 | | 05.08.2016: Appropriate briefing papers have been prepared for dissemination/presentation to Member Mr Iain Whyte once approved by CC Gormley. 09.08.16: Inspector Andrew Jones, Operational Support Division has arranged on behalf of Police Scotland to deliver a personal briefing to SPA Board Member Mr Iain Whyte. Propose to close. |
| 200616-SPABM-003 | Police Scotland Performance Report: Ensure that future performance reports highlight areas of learning / success that could be rolled out to other parts of the organisation. | CC Philip Gormley | OPEN | 25.8.16 | | 08.08.16: The Q1 2016/17: Performance Summary report reflects the ongoing development of the performance framework, being progressed in collaboration between Police Scotland and the SPA. The style and content of the report reflect these developments and includes such information where appropriate. Propose to close. |

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| 200616-SPABM-004 | Police Scotland Performance Report: Reflect on whether the Lean Six Sigma work could be used to help improve the rejection rate within the National Forensics Gateway. | CC Philip Gormley | OPEN | 25.8.16 | | 05.08.2016: Support has now been provided to the National Forensic Services Gateway (NFG) by Continuous Improvement Staff from Police Scotland Organisational Development who are trained in the delivery of Lean Six Sigma. This training will assist in improving current rejection rates, with initial interviews/consultation having taken place with NFG National Manager and staff on Thursday 18 August 2016. Further engagement will be undertaken with partners to confirm understanding of roles and responsibilities within the end to end submission process. A report of findings and progress will be provided by DSU Sean Scott at the conclusion of this work and is anticipated to be made available to Members in advance of the next SPA Board on 27 October 2016. Propose ongoing. |
| 200616-SPABM-005 | Chief Constable's Report: Report back what positive correspondence had been received by Police Scotland following the behaviour at the Scottish Cup Final. | CC Philip Gormley | OPEN | 25.8.16 | | 09.08.2016: This matter will be addressed by an update presented in CC Report in Public Session of SPA Board on 25 August 2016. Propose to close. |

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| 200616-SPABM-006 | Chief Constable's Report: Ensure the continuation of the amnesty of weapons is widely promoted. | CC Philip Gormley | OPEN | 25.8.16 | | 09.08.2016: An update on the Air Weapons Amnesty will be included in Chief Constables Report being presented in the Public Session of Board on 25 August 2016. Propose to close. |
| 200616-SPABM-007 | Financial Report: Ensure actuals against the forecast are provided to the next SPA Board Meeting. | James Gray | OPEN | 25.8.16 | | 05.08.2016: Actuals against the forecast are now inbuilt to PS Financial Reporting. Propose to close. |
| 200616-SPABM-008 | SPA Strategic Police Plan – Delivery Review: Ensure that social return in investment is included within the work being taken forward to develop the performance framework and future reporting to the Board. | Tom McMahon | OPEN | 25.8.16 | | 01.07.16: Paper provided to Tom McMahon outlining previous work undertaken to assess the suitability of SROI for use by policing. Topics covered include training and awareness of SROI currently in the training environment, other uses of SROI by public sector organisations and potential weaknesses in the evidence base for SROI exercises. Propose to close. |
| 200616-SPABM-009 | SPA Forensic Services Report: Ensure work with Forensic Services Gateway Partners continues in order to reduce the 35% rejection rate. | Tom Nelson | OPEN | 25.8.16 | | 04.08.16: This programme of work will be taken forward by the FSSPF with a Short Life Working Group focusing on the performance of the National Forensics Gateway. Propose ongoing. |

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| 200616-SPABM-010 | Police Scotland i6 Programme – verbal update: Report back to Board Members following conclusion of options. | John Foley | OPEN | 25.8.16 | | 04.08.16: JFoley wrote to Members on 1 July 2016 advising of the conclusion of the Settlement Agreement with Accenture. Propose to close. |
| 200616-SPABM-011 | Police Scotland Contact Command & Control Progress Report: Bring a revised C3 timeline to the Board. | ACC John Hawkins | OPEN | 25.8.16 | | 09.08.2016: A report from C3 is being presented at item 9 on the Public Agenda and will address this matter. Propose to close. |
| 200616-SPABM-012 | Review of Governance in Policing – Implementation Plan: Amend Appendix 1 of the report to illustrate interdependencies against time. | John Foley | OPEN | 25.8.16 | | 04.08.16: Amendments were made to Appendix 1 as requested and confirmation received from DHume that the revised format was much improved. Propose to close. |
| 200616-SPABM-013 | Framework for Contract for ePurchasing Card Solutions: Bring forward the development work on control and monitoring processes in relation to the new ePurchasing system to the F&I Committee. | Colette Sherry | OPEN | 25.8.16 | | 14.07.16: A paper is being submitted to the F&I Committee scheduled for 7 September 2016. Propose to close. |
| 200616-SPABM-014 | Staff Survey Action Plan: Ensure the 10 staff questions relate back to the original survey in order to determine whether or not progress was being made. | John Gillies | OPEN | 25.8.16 | | 08.08.16: First draft of questions and format for the pulse survey is complete. Draft questions include reference back to original survey. Draft currently being consulted through PS. Propose to close. |
| MEETING HELD 31st MARCH 2016 | | | | | | |

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| 310316-SPABM-009 | <p><u>SPA Business Plan 2016/17</u></p> <p>The SPA Business Plan 2016/17 to be brought back to the Board in 6 months' time, once both the implications of the recommendations from Review of Police Governance are clearer and the SG Strategic Police Priorities are agreed</p> | Tom McMahon | OPEN | 27 October 2016 | | <p>SPA 19.4.16 - A response was issued to all Members following the March Board meeting to confirm this commitment.</p> <p>A revised version of the SPA Business Plan will be brought to the Board in October 2016.</p> <p>Propose ongoing.</p> |

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