

Meeting	Public SPA Board Meeting
Date	22 June 2017
Location	Carlton Hotel, Edinburgh
Title of Paper	SPA Board Committee Membership
Item No.	10.3
Presented by	Andrew Flanagan
Recommendation to Members	For Approval
Appendix Attached	YES

PURPOSE

The purpose of this report is to advise and then seek the Board's approval of proposals to revise membership of the Board's Committees.

1. BACKGROUND

1.1 At the public session Board meeting held on 15 December 2016, the SPA Board approved a new Corporate Governance Framework which would come into effect on 1 January 2017.

1.2 In accordance with Schedule 1, paragraph 8(1) of the Police and Fire Reform (Scotland) Act 2012, this Framework included the establishment of four Committees: Finance, Audit, People and Policing, whose role is to undertake assessments of matters within their respective remits and provide advice, assurance and recommendations to assist in the Board's decision-making.

2. FURTHER DETAIL ON REPORT TOPIC

Current Committee Membership – January 2017

2.1 Membership of the four Committees was noted publicly at the public session Board meeting on 24 February 2017. At that time, Scottish Ministers were in the process of appointing new Members to the SPA Board and it was, therefore, agreed that Committee membership would be reviewed again once the new Board Members had been appointed.

2.2 On 21 March 2017, the Cabinet Secretary for Justice announced the appointment of four new Members to the SPA Board effective from 1 April 2017.

2.3 As set out in Section 33 of the SPA Corporate Governance Framework, this allowed for a thorough review to be undertaken of the membership of the Board's Committees. This is underpinned by a skills' matrix which has been developed to ensure that the Board has the correct blend of skills and experience and is reflective of the changing priorities and challenges of policing and the wider public sector in Scotland.

Review of Committee Membership and Appointment Process – June 2017

2.4 The process of review included consideration of the following key principles / criteria:

- Board Member skills and experience;
- Policing Strategy 2026, Three Year Transformation Plan and other Ministerial priorities;
- Next phase implementation of the Recommendations from the Review of Governance in Policing;
- Balance of Board Member time commitment.

2.5 Initial consultation took place with Board Members on an individual basis. This led to development of proposals on which feedback from Board Members was sought. Board Member feedback was then incorporated into a final proposed membership as set out in the attached appendix.

2.6 The current Terms of Reference for Committees limits membership to three Board Members, including the Committee chair which was in part due to the reduced numbers on the SPA Board at that time. However, with the appointment of four new Board Members, the revised membership proposal seeks to bring a broader range of skills and experience to Committees thereby increasing the membership of three Committees to four. If the Board accepts and approves the recommendations in this paper, the Corporate Governance Framework will require to be revised to reflect this.

2.7 The proposal also includes a proposal to establish a new Forensics Services Committee which would replace the current Forensics Services Management Advisory Group. The addition of this Committee is a further evolution of the steps that the Board has been taking to strengthen the governance around Forensic Service which was one of the recommendations within the Review of Police Governance.

Implementation Timescales

2.8 If Members agree to approve the proposals as set out above, the following implementation timescales are proposed:

- i) New Committee membership is effective from 1 July 2017; and
- ii) New Forensic Services Committee is established from 1 September 2017.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications associated with this report.

4. PERSONNEL IMPLICATIONS

4.1 There are no direct personnel implications associated with this report.

5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications associated with this report.

6. REPUTATIONAL IMPLICATIONS

6.1 There are no direct reputational implications arising from with report.

7. SOCIAL IMPLICATIONS

7.1 There are no social implications directly associated with this report.

8. COMMUNITY IMPACT

8.1 There are no community impact implications directly associated with this report.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications directly associated with this report.

10 ENVIRONMENTAL IMPLICATION

10.1 There are no environmental implications associated with this report.

RECOMMENDATIONS

The Board is asked to:

- i) Consider the review process and rationale applied to develop the recommendations;
- ii) If Members are content with i) above, **APPROVE** the proposals set out in the Appendix to this paper; and
- iii) Ask the SPA Chief Executive to take forward the necessary amendments to the SPA Corporate Governance Framework as a result of the proposals and take steps necessary to implement the proposals according to the timescales set out in 2.8 above.

APPENDIX

COMMITTEE	FREQUENCY	END	MEMBERSHIP
Audit	4 p/a min	ongoing	David Hume (C), Grant Macrae, Robin McGill
Finance	4 p/a min	ongoing	Elaine Wilkinson (C), Iain Whyte, Caroline Stuart, Grant Macrae
Forensic Services <i>(new)</i>	4 p/a min	ongoing	Iain Whyte (C), Robert Hayes, Nicola Marchant, Robin McGill
People	4 p/a min	ongoing	Nicola Marchant (C), Caroline Stuart, Graham Houston
Policing	4 p/a min	ongoing	George Graham (C), Robert Hayes, Graham Houston, Matt Smith

(C) = Committee Chair