

SPA Board Meeting
Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 29 MARCH 2018						
290318-SPABM-001	Financial Planning: The 3-year Financial Plan to include a section for "unknown" items. Both the 3 and 10 year Financial Plans to be submitted to the Board for consideration at the 2 May 2018 meeting.	David Page, Deputy Chief Officer & James Gray, Chief Financial Officer	Open	02.05.18		12.04.18: The 3 and 10 Year Financial Strategies will be presented to the Board on 2 May 2018 following more extensive consultation with key stakeholders This is at item 6 of the agenda Propose for closure
290318-SPABM-002	Financial Planning: To ensure that the required assurance is provided to HMICS and brought to the Board meeting on 2 May 2018 in respect of protecting frontline capacity.	DCCI Livingstone	Open	02.05.18		19.04.18: This matter will be addressed at item 6 of the agenda. Propose for closure
290318-SPABM-003	2026 – Serving a Changing Scotland: To ensure that fuller update on the development of the Digital, Data and ICT Strategy and Corporate Services Target Operating Model are submitted to the Board in May 2018.	David Page, Deputy Chief Officer, Tom McMahon, Director of Business Integration & Neil Dickson, Director of Change	Open	31.05.18 02.05.18		10.04.18: Further detail and updates on the Digital, Data & ICT Strategy will come to the Board on 31 May 2018. In accordance with paragraph 27 of the SPA Governance Framework, the Corporate Services Transformation paper will be discussed at the private section of the Board meeting on 2 May 2018. Propose ongoing

290318- SPABM-004	2026 – Serving a Changing Scotland: The Implementation Plan to be re-submitted to the May Board meeting, supported by the 3-year financial plan, both of which will be considered for approval.	Neil Dickson, Director of Change & James Gray, Chief Financial Officer	Open	02.05.18		09.04.18: The 3 Year Plan will be resubmitted to the 2 May Board for approval. This is at item 6 of the agenda Propose for closure
MEETING HELD 27 FEBRUARY 2018						
270218- SPABM-002	Action Log Review: To ensure that a report on organisational learning from Operation Border Riever is submitted to the Policing Committee	ACC Nelson Felfer ACC Higgins	Open	29.03.18 02.05.18		07.03.18: Currently being reviewed to identify organisational learning and develop associated action plan. 13.04.18: ACC Higgins has scheduled a meeting for 20 April 2018 with Douglas Stirling and Andrew Jones at SMARTEU Cambuslang to discuss further. An action plan/report will follow. Propose ongoing
270218- SPABM-003	DCC Designate Report: To commission a report that describes the overall growth and development across the organisation since Police Scotland came into being on 1 April 2013.	DCC Designate Iain Livingston	Open	31.05.18		14.03.18: Work is ongoing to provide the board with the progress report requested with the view to report this to the SPA board in the near future. 16.04.18: Work remains ongoing and a report will be compiled in conjunction with the call for written evidence from the Justice Committee on Police and Fire Reform Act 2012. This report will be returned to the Policing Committee and presented to the Board on 31 May 2018. Propose ongoing

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MEETING HELD 19 DECEMBER 2017						
191217-SPABM-002	Independent Assurance Report on the use of firearms ranges and armouries within Police Scotland: Report back to the Board or Policing Committee on the Independent Assurance Review of use of the 9 Firearms Ranges and armouries in Police Scotland.	DCC Iain Livingstone	OPEN	31.05.18		<p>9.2.18: Work is ongoing to provide independent assurance reports requested. Once complete, Police Scotland will report to SPA Policing Committee and if required thereafter to the SPA Board.</p> <p>13.03.18: Reports are being finalised and will be submitted to the Policing Committee in April and thereafter if required to the SPA Board.</p> <p>10.04.18: The Policing Committee meeting in April was cancelled. The paper is ready to be presented at the next Policing Committee meeting on 29 May 2018</p> <p>Propose ongoing</p>
MEETING HELD 28 NOVEMBER 2017						
281117-SPABM-008	Forensic Service: Performance Report Quarter 2 2017/18: Consider comparative data in terms of customer insight, trend analysis and benchmarking to assist members in their understanding of the report.	Tom Nelson	ONGOING	27.02.18 29.03.18 31.05.19		<p>13.2.18: Forensic Services has sent out a customer survey with PS and COPFS and have engaged with the new Director General of the Dublin laboratory to see if we can benchmark some of our data. It is likely that we will be able to report back on the survey in the Q4 Performance Report and thereafter on the benchmarking.</p> <p>13.03.18: As above. The survey is now completed and the results will be reported in the Q4 Forensic Services Performance</p>

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						Report. 12.04.18: An update will be provided as part of the Q4 Performance Report which will be presented at the Board meeting on 31 May 2018. Propose ongoing
MEETING HELD 28 SEPTEMBER 2017						
280917-SPABM-010	National Database Enquiry Unit Business Case: Police Scotland to bring forward concrete proposals/options of what jobs could come to Inverness and elsewhere out with the central belt as part of the Corporate Services restructure/ implementation plan.	David Page	OPEN	29.3.18		15.02.18: This is being considered as part of the development of the corporate services transformation plan and will be reported to the Board in March 2018 07.03.18: There is continuing development of around the Corporate Services restructure. There remains a commitment to geographical diversity of employment. 16.04.18: The Full Business Case for the new Target Operating Model for Corporate Support Services (which is in development for submission to SPA in Autumn 2018) will include a detailed location analysis, options appraisal and recommendation. This will clarify likely future role locations. Propose ongoing.

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MEETING HELD 22 MARCH 2017						
220317-SPABM-009	Estates Re-Modelling Proposal within Peterhead: Revisit proposal with Aberdeenshire Council to agree 5-7 years break clause; Council as landlord and Police Scotland tenant; accept change to NPV up to 20%. Ensure John Foley is sighted and agrees to revised proposal. If revised terms cannot be agreed, then proposal should return to the Board.	David Page/ ACC Andy Gowrie John Hawkins	ONGOING	25.05.17 24.8.17 28.09.17 31.10.17 28.11.17 27.02.18 29.3.18		<p>08.05.17: Negotiations are on-going with Aberdeenshire Council where we seek terms similar to that of Haddington. This currently sits with PSOS Legal Team and the Board will be updated at the conclusion of these discussions.</p> <p>12.06.17: Engagement/ Negotiations still ongoing with Aberdeenshire Council. Board will be updated in due course.</p> <p>13.09.2017: Discussions continue with Aberdeenshire Council, PSOS and Scottish Futures Trust to identify an acceptable solution to all parties.</p> <p>08.11.2017: Discussions continue with Aberdeenshire Council, PSOS and Scottish Futures Trust to identify an acceptable solution to all parties. Currently, Aberdeenshire Council and Scottish Futures Trust are developing layout proposals and estimated development costs. Future work includes the preparation of a report for submission to the SPA board in early 2018.</p> <p>17.01.18: A report to be taken to the SPA Board via the Finance Committee in the near future.</p> <p>06.03.18: Report discussed at Finance Committee on 06.03.18, progressing to</p>

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						<p>future SPA Board meeting for final approval.</p> <p>12.04.18: Two papers are being presented by Estates Planning for consideration and approval at the Board meeting on 2 May 2018.</p> <p>Propose for closure</p>