

SPA Board Meeting  
Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 2 MAY 2018						
020518-SPABM-001	<p><b>Interim Chief Constable's Report:</b> To provide briefing to Board Members on:</p> <ul style="list-style-type: none"> <li>i. evaluation of "not my friend"</li> <li>ii. annual/biannual report on the disbursement of monies confiscated as a result of the Proceeds of Crime Act</li> <li>iii. roll out of Specially Trained (Taser) officers</li> <li>iv. the impact of Stop and Search and knife crime, including recent experiences elsewhere in the UK</li> </ul>	DCC Designate Iain Livingston		31.05.18		<p><b>10.05.18:</b></p> <ul style="list-style-type: none"> <li>i. The "not my friend" evaluation has been included in the Interim Chief Constable's report.</li> <li>ii. An action to discharge the matter relating to the Proceeds of Crime Act funds is being progressed.</li> <li>iii. Specialist Trained Officers Project continues to progress well with the first officers expected to be returned to local communities in early June.</li> <li>iv. Knife Crime/Stop and Search information will be provided in the Interim Chief Constable's Report presented at the SPA Board on 31 May 2018.</li> </ul> <p><b>Propose ongoing.</b></p>

020518- SPABM-002	<b>BTP Integration Project:</b> PS & SPA to meet to discuss SPA responsibilities within the legislation and the level of SPA oversight required in relation to the BTP Integration Project and to come back to the Board on this matter.	Tom McMahon/ Kenneth Hogg		28.6.18		<b>14.05.18:</b> Work is ongoing to arrange a meeting between SPA and PS regarding the BTP Integration Project.  <b>Propose ongoing</b>
<b>MEETING HELD 29 MARCH 2018</b>						
290318- SPABM-003	<b>2026 – Serving a Changing Scotland:</b> 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, DCO/ Tom McMahon/ Neil Dickson	<b>Open</b>	31.05.18		<b>10.04.18:</b> 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.  Further detail and updates on the Digital, Data & ICT Strategy will come to the Board on 31 May 2018.  <b>11.05.18:</b> This report will be presented at the Board meeting on 31 May 2018.  <b>Propose for closure</b>
<b>MEETING HELD 27 FEBRUARY 2018</b>						
270218- SPABM-002	<b>Action Log Review:</b> To ensure that a report on organisational learning from Operation Border Riever is submitted to the Policing Committee	<del>ACC Nelson</del> <del>Telfer</del> ACC Higgins	<b>Open</b>	<del>29.03.18</del> <del>02.05.18</del> 31.05.18		<b>07.03.18:</b> Currently being reviewed to identify organisational learning and develop associated action plan.  <b>13.04.18:</b> 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.

Action Log updated from Board Meeting held on 2 May 2018

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						<p><b>10.05.18:</b> A report on organisational learning from Border Reiver will be included in the Interim Chief Constable's report which will be presented at the SPA Board on 31 May 2018.</p> <p><b>Propose for closure</b></p>
<b>270218-SPABM-003</b>	<b>DCC Designate Report:</b> 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	<b>Open</b>	31.05.18		<p><b>14.03.18:</b> 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.</p> <p><b>16.04.18:</b> 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 presented to the Board on 31 May 2018.</p> <p><b>10.05.18:</b> This report will be presented to the Board on 31 May 2018.</p> <p><b>Propose for closure</b></p>
<b>MEETING HELD 19 DECEMBER 2017</b>						
<b>191217-SPABM-002</b>	<b>Independent Assurance Report on the use of firearms ranges and armouries within Police Scotland:</b> Report back to the Board or Policing Committee on the Independent Assurance Review of use of the 9 Firearms Ranges and armouries in	DCC Iain Livingstone	<b>OPEN</b>	31.05.18		<p><b>9.2.18:</b> 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><b>13.03.18:</b> Reports are being finalised and</p>

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	Police Scotland.					<p>will be submitted to the Policing Committee in April and thereafter if required to the SPA Board.</p> <p><b>10.05.18:</b> A summary of this report has been included in the Interim Chief Constable's report which will be presented at the SPA Board on 31 May 2018.</p> <p><b>Propose for closure.</b></p>
<b>MEETING HELD 28 NOVEMBER 2017</b>						
<b>281117-SPABM-008</b>	<p><b>Forensic Service: Performance Report Quarter 2 2017/18:</b> Consider comparative data in terms of customer insight, trend analysis and benchmarking to assist members in their understanding of the report.</p>	Tom Nelson	<b>ONGOING</b>	<p><del>27.02.18</del> <del>29.03.18</del> 31.05.19</p>		<p><b>13.2.18:</b> 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><b>13.03.18:</b> As above. The survey is now completed and the results will be reported in the Q4 Forensic Services Performance Report.</p> <p><b>12.04.18:</b> An update will be provided as part of the Q4 Performance Report which will be presented at the Board meeting on 31 May 2018.</p> <p><b>23.05.18:</b> The Q4 2017/18 Performance Report includes year on year trend data.</p>

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						External benchmark data is not readily available given the uniqueness of the services provided however as Forensic Services develop management reporting in 2018/19 consideration will be given to more dynamic data which provides a greater insight into business performance.  <b>Propose for closure</b>
<b>MEETING HELD 28 SEPTEMBER 2017</b>						
280917-SPABM-010	<b>National Database Enquiry Unit Business Case:</b> 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	<b>OPEN</b>	29.3.18		<p><b>15.02.18:</b> 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</p> <p><b>07.03.18:</b> There is continuing development of around the Corporate Services restructure. There remains a commitment to geographical diversity of employment.</p> <p><b>16.04.18:</b> 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.</p> <p><b>14.05.18:</b> Members were provided with an update at 2<sup>nd</sup> May Board meeting in relation to the current location model for Corporate</p>

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						<p>Services and a set of criteria and requirements for the TOM with initial analysis on the future model. The Full Business Case contains the location analysis and recommendations which will be presented in Q3 2018.</p> <p><b>Propose for ongoing.</b></p>