

## SPA Board Meeting Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
<b>MEETING HELD 21 AUGUST 2019</b>						
<b>210819-SPABM-001</b>	<b>Brexit - Communication with Scottish Government:</b> The Chair to raise with the Scottish Government questions and issues discussed at meeting. Including seeking clarity on financial challenges, financial and workforce planning assumptions.	John McCroskie	Open	24.09.19		<b>20.09.19</b> Work underway between SPA and Police Scotland to develop a 'strategic narrative' to draw together strands around finance, workforce, demand and capacity and present to SG in coming weeks.  <b>Propose ongoing</b>
<b>210819-SPABM-002</b>	<b>Brexit - Joint Strategy Session:</b> Joint discussion between Board Members and Police Scotland leadership to take place to discuss how to achieve balance between financial and operational demands and challenges.	Susan Deacon	Open	24.09.19		<b>20.09.19</b> Initial joint meeting took place involving SPA and Police Scotland leaders on 27.08.19.  <b>Propose ongoing</b>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
210819-SPABM-003	<b>Health and Safety Report:</b> Additional piece of work to be produced for further analysis, for more in depth consideration at the Resources Committee. Timescale on benchmarking against other forces to be included.	Darren Paterson/ DCC Taylor	Open			<b>20.09.19:</b> Engagement will take place between Police Scotland and Darren Paterson to consider further analysis and benchmarking opportunities.  <b>Propose ongoing</b>
210819-SPABM-004	<b>Health and Safety and Wellbeing Reports:</b> Future reports to contain more detail on costs, including opportunity costs and legal costs.	DCC Taylor	Open	24.09.19		<b>13.09.19:</b> Relevant financial data will be included in future Health and Safety and Wellbeing Reports where available and as required.  <b>Propose ongoing</b>
210819-SPABM-005	<b>SPA Oversight of Transformation in Policing:</b> Progress update to be brought to Board meeting in September, with written correspondence on progress be provided to Audit Scotland and HMICS prior to meeting.	David Crichton/ Barry Sillers	Open	24.09.19		<b>19.09.19:</b> Written correspondence provided to Audit Scotland and HMICS on 4 September 2019. Progress update to be provided at Board meeting on 24 September.  <b>Propose to close</b>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
<b>MEETING HELD 26 JUNE 2019</b>						
<b>260619-SPABM-002</b>	<b>Chief Constable's Report:</b> Resource Committee to be provided assurance on timeline and systems developed within the Demand and Productivity Unit in relation to data collated through Mental Health and Understanding Demand Survey.	Chief Constable	<b>Open</b>	24.09.19		<p><b>15.08.19:</b> Progressing as part of demand and productivity programme.</p> <p><b>18.09.19:</b> The Demand &amp; Productivity Unit will launch the Mental Health Survey in September 2019. Results will be available before the end of the calendar year and analysis will then be undertaken which takes account of survey results as well as information captured on Police Scotland systems.</p> <p><b>Propose ongoing</b></p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
<b>MEETING HELD 28 MARCH 2019</b>						
<b>280319-SPABM-001</b>	<b>Justice Committee Report on Post Legislative Scrutiny of the Police and Fire Reform (Scotland) Act 2012</b> – Written response from SPA to be produced and submitted to Justice Committee.	Susan Deacon	<b>Open</b>	22.05.19 <del>21.08.19</del> 24.09.19		<p><b>14.05.19:</b> Response being drafted and anticipated to be submitted by end of May 2019.</p> <p><b>13.06.19:</b> Response being drafted.</p> <p><b>16.07.19:</b> Public response anticipated ahead of mid-September parliamentary debate.</p> <p><b>20.09.19</b> SPA is reviewing and reflecting on the contributions made by Parliamentarians in debate held on 12 September which, along with other internal and external review work, will inform a position statement on the Authority's direction, from which organisational design and a corporate plan will flow.</p> <p><b>Propose ongoing</b></p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
280319- SPABM- 006	<b>Proposed Charges For Events and Other Services-</b> the policy on Charges for Events and Other Services should be reviewed by the Resources Committee prior to coming to the Board for consideration.	James Gray/ John McCroskie	Open	19.02.20		<p><b>17.04.19:</b> Chief Executive Hugh Grover will speak with James Gray on his return from annual leave to agree the appropriate timescale and process for undertaking the policy review.</p> <p><b>28.05.19:</b> Engagement has commenced with the EERP team however, significant work will be involved as income streams across the organisation will have to be re-considered.</p> <p><b>17.07.19:</b> A review of charging for events and other services is being undertaken. Due to the complexity of this area, a report and recommendations arising from this review will be brought to Resources Committee and, subsequently, the Board in Q4 of 2019/20 to allow charges to be revised and implemented for the start of financial year 2020/21.</p> <p><b>Propose ongoing</b></p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
<b>280319-SPABM-008</b>	<b>Chief Executive's Report - SPA Improvement Plan 2018/19</b> – To fully close off the Improvement Plan, report to be brought to May Board meeting which details progress against each individual action, as well as any actions that will be carried forward into next year's Corporate Plan.	John McCroskie	<b>Open</b>	22.05.19		<p><b>14.05.19:</b> This action will be carried forward to the next Board meeting on 26 June 2019.</p> <p><b>13.06.19:</b> Agreed Agenda item for Board meeting held on 26 June.</p> <p><b>26.06.19:</b> Closing report drafted by John McCroskie and provided to Chair for review.</p> <p><b>Propose ongoing</b></p>