

OFFICIAL



SCOTTISH POLICE  
AUTHORITY  
ÙGH DARRAS POILIS NA H-ALBA

## SPA Resources Committee

### Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Update/Comments
MEETING HELD 27 JUNE 2025					
RES-20250627-001	<b>Financial Monitoring:</b> P2 to be shared with Members by correspondence when available and following internal governance.	Lynn Brown, Interim Head of Finance, Police Scotland	OPEN	13 August 2025	This was circulated to Members.  <b>PROPOSE TO CLOSE</b>
RES-20250627-001	<b>Benefits Monitoring:</b> Additional information to be shared with Members to provide assurance that plans are in place and steps being taken to bring programmes back into line with anticipated timelines as per FBC.	Breeda McCaffery, Director of Transformation	OPEN	13 August 2025	<b>01/08:</b> Work has been done to improve existing benefits reporting to represent un-validated cashable benefits and provide clear indication of which benefits have increased and decreased over the reporting period  Portfolio Management Group has moved to an 'exception' reporting model, introducing 'deep dives' for projects reporting red and providing the opportunity of more Portfolio wide support to Projects and Programmes off-track

OFFICIAL

**OFFICIAL**

Action No	Action	Action Owner	Status	Expected Date of Completion	Update/Comments
RES-20250617-003	<b>Business Cases:</b> Discussion to take place with SPA and PS teams to review the current approach to writing business cases. The aim is to make improvements so that internal governance requirements are met but also what is then submitted to the RC allows Members to focus on strategic considerations.	Breeda McCaffery, Director of Transformation	OPEN	13 August 2025	<p><b>01/08:</b> Work is in planning to improve and simplify our processes and artefacts including the Business case, with close engagement with SPA planned for any changes including development of best practice and consultation on expectations.</p> <p>Simplified Front Door template has been developed as the first part of this work, with clearer expectations on core aspects and detail level</p> <p><b>PROPOSE TO CLOSE</b></p>
MEETING HELD 13 FEBRUARY 2025					
RES-20250213-002	<p><b>Benefits Realisation Committee Reporting:</b></p> <p>As per timeline given by DCC Connor on 13/2 (c. 6 months) the re-designed benefits realisation reports to be considered by the committee. Reports to provide this committee with evidence of how benefits are tracking against Business Cases and demonstrate how the organisation is benefiting from investments that have been made.</p>	DCC Bex Smith	OPEN	13 August 2025	<p><b>01/08:</b> As outlined above - work has been done to improve existing benefits reporting to represent un-validated cashable benefits and also provide clear indication of which benefits have increased and decreased over the reporting period</p> <p>Proof of concept case studies have been used across a number of projects to illustrate qualitative benefits, an example of these (COS Phase 2) will be used in the August Resources committee to highlight the journey of benefits realisation across the Project Journey</p> <p>The new Front Door work reception process launched on 7 August with a direct link to Operational Policing Board – this provides the ability to track intended FTE benefits to operational policing over the life cycle of the project at an operational level.</p>

**OFFICIAL**

Action No	Action	Action Owner	Status	Expected Date of Completion	Update/Comments
					<p>This work is in planning to improve and simplify our processes and artefacts including how we capture and track benefits from the Business case to close reports.</p> <p><b>PROPOSE TO CLOSE</b></p>

End.

