

SPA Board Meeting Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 17 JANUARY 2020						
170120-SPABM-01	Chief Constable's Report: Criminal Justice Summary Case Management Pilot: Briefing paper to be provided to Members detailing further information regarding pilot, benefits seen since launch and other anticipated benefits.	ACC McDonald	Open	19.02.20		06.01.20: Briefing note submitted from ACC Local Policing East updating members on the Summary Criminal Case Pilot and Digital Evidence Sharing Capability (DESC) Programme. Propose to close
170120-SPABM-02	COP26: Following agreement on basic planning assumptions, totality of cost and breakdown to be provided to Members.	DCO Page	Open	19.02.20		04.02.20 – Letter has been sent by CEO SPA to CEO COP26 providing a high level breakdown of costs; a further detailed breakdown of costs will be provided in due course. Propose ongoing

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 27 NOVEMBER 2019						
271119-SPABM-01	Brexit Resource Implication: Full report detailing the projected full revenue costs of £20.2million brought to the next Resources Committee.	James Gray/ Lynn Brown	Open	06.02.20		06.01.20: A report will be submitted to the Resources Committee on 6 February. 06.02.20: A report was presented to the SPA Resources Committee on 6 February detailing the final cost of Brexit. Propose to close
271119-SPABM-03	Undercover Policing: HMICS has agreed to undertake an assessment of the recommendations made in its ' <i>Strategic Review of Undercover Policing in Scotland</i> ' and confirm if they are still relevant or require to be amended. The HMICS assessment will be reported publically and shared with Police Scotland.	David Crichton	Open	21.02.20		08.01.20: HMICS has confirmed that they will provide an update report to the Authority by the end of January. 12.02.20: Letter received and appended to Vice Chair's report presented at Authority meeting on 19 th February. Propose to close

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 24 SEPTEMBER 2019						
240919-SPABM-02	Health and Safety: Work to be undertaken so that progress is made on previous requests and future reports contain information from pilot schemes on body worn cameras.	Jude Helliker/ DCC Taylor DCO Page	Open	27.11.19		12.02.20: While there is a desire to deploy this equipment to officers and staff across the organisation, investment decisions are subject to the availability of funding and will be progressed through the Transformation Change Portfolio. Further updates will be provided by that portfolio when capital allocation decisions are agreed. Propose ongoing
MEETING HELD 21 August 2019						
210819-SPABM-001	Communication with Scottish Government: 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.	David Crichton/ Lynn Brown	Open	24.09.19		20.09.19 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. 21.11.19: Work continuing in conjunction with Action 210819-SPABM-002. 10.01.19: Paper submitted in early October 2019 to Scottish Government and follow up paper submitted in November 2019. Propose to close

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 26 June 2019						
260619-SPABM-002	Chief Constable's Report: 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 Tom McMahon	Open	24.09.19		<p>15.08.19: Progressing as part of demand and productivity programme.</p> <p>18.09.19: The Demand & 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>20.11.19: A report will be compiled in early 2020 for internal Police Scotland consideration with onward transmission to SPA Resources Committee in due course.</p> <p>09.01.20: The mental health survey has been conducted and the results are currently being analysed. Further analysis is still required to assess available hard data. The results will be quality assured prior to presentation through internal governance. It is anticipated this will not be completed by the end of this financial year and should be available to present to the Resources Committee within Quarter 2 of the 2020/21 financial year.</p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 26 June 2019						
260619- SPABM- 002 cont			Open			<p>31.01.20: On work plan for Resources Committee. It is anticipated the results of this survey will be available to present to the SPA Resources Committee in June 2020.</p> <p>Propose to close</p>
MEETING HELD 28 MARCH 2019						
280319- SPABM- 006	Proposed Charges For Events and Other Services- 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/ Lynn Brown	Open	19.02.20		<p>17.04.19: The SPA Chief Executive 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>28.05.19: 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>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
280319-SPABM-006 cont				19.02.20		<p>17.07.19: 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>03.09.19: As part of the wider review referred to in the previous update, an initial report has been shared with the SPA in order that a collection agreement can be made to progress this issue. This report considers a wide spectrum of issues relating to the recovery of costs from events.</p> <p>This work will be lead jointly between Operational Support and The Chief Financial Officer.</p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
280319-SPABM-006 cont						<p>06.11.19: A meeting took place on 5 November with representation from Finance, Police Scotland and SPA Legal, EERP. All were supportive of the concepts proposed within the review. It was agreed further financial analysis is required to support the ongoing work of the review which Finance and EERP will progress.</p> <p>27.12.19: A review has been carried out in respect of financial scoping of all events over an 18 month period (April 2018 - November 2019).</p> <p>A further meeting has been arranged for 14/01/2020 to discuss findings from the financial audit and to collate an updated report. Thereafter a further workshop will be convened to progress with proposed policy. Schedule of charges for 2020/2021 are being considered at Resources Committee on 4th February 2020 with the review of policy scheduled for Quarter 1 2020/21.</p>

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
280319-SPABM-006 contd.						<p>31.01.20: On work plan for Resources Committee. The schedule of charges for events and other services has been reviewed and updated for 2020/21 and will be submitted to the Board for approval for implementation from 1 April 2020. A wider review of the policy by Finance has been delayed due to a requirement to focus on other emerging priorities such as COP26, however work has been ongoing within the EERP Team, supported by Finance, in relation to reviewing the charging framework for events. It is anticipated that a report in relation to this will be taken to the Police Scotland Senior Leadership Board in March 2020, and will be further progressed thereafter.</p> <p>Propose to close</p>