

People Committee Action Log

Action Ref No	Action	Action Owner	Status	Expected Date of Closure	Date Action Closed	Commentary
COMMITTEE MEETING 28 FEBRUARY 2022						
PEOPLE-20220228-001	YVM: Further updates on implementation plan to include responses to free text. Update to provide expected timelines and how impact will be measured.	Kirsty Garrick	Open	01 June 2022		<p><i>Note: this action combines and replaces PEOPLE-20211025-001 and PEOPLE-20211025-003</i></p> <p>28/02: Free text has been provided, the progress and metrics update will be provided at the next meeting.</p> <p>17/05: A meeting took place with Governance & Assurance to determine how they could support the ongoing delivery of the Implementation Plan. It was agreed that the Implementation Plan would be hosted on the 4Action platform to enable robust tracking, monitoring and accountability moving forward. The Implementation Plan was reviewed by Donna Adam, Audit</p>

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					<p>Manager, who provided positive feedback on the work to date, alongside a number of recommendations to ensure rigor and robustness in how the activity was captured. Work has commenced to transfer the Implementation Plan to the 4Action platform and relevant training will be scheduled for key individuals. The current position of timescales and evidence/measures that will demonstrate outcomes is included in the Implementation Plan being presented to People Committee on 1st June.</p> <p>PROPOSE FOR CLOSURE</p>
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COMMITTEE MEETING 02 SEPTEMBER 2021

<p>PEOPLE-20210902-002</p>	<p>H&S Reporting: Committee to consider lessons learned report in respect of the H&S of the policing of George Square incident and for this report to provide assurances that the lessons learned will be used to inform activity which will reduce assaults on officers and staff going forward.</p>	<p>Supt Ross Allan</p>	<p>On going</p>	<p>28 February 2022 01 June 2022</p>	<p>14/02: Supt Allan is in the process of updating V2-Initiator Review and shall progress in the coming period. The Formal Debrief Report identifies Practice Issues, Observations and Recommendations which shall be considered and implemented as necessary. Conversation will continue to identify owners and progress appropriate actions to capture organisational learning going forward.</p> <p>Paper on agenda 01/06</p> <p>PROPOSE FOR CLOSURE</p>
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<p>PEOPLE-20210902-003</p>	<p>H&S Reporting: Future reports to clearly identify areas of concern, resulting planned action, and how impact is being measured, using analysis of data to understand causes of incidents and inform preventative interventions, and to track resulting performance improvement over time.</p>	<p>James Bertram</p>	<p>On going</p>	<p>28 February 2022</p> <p>01 June 2022</p>	<p>30/11: Update provided during Quarterly H&S Report that ambition is to provide this data in the report to the February Committee.</p> <p>14/02: We cannot provide this information as there is now no access to the Mite Direct Audit system and our new FM provider doesn't yet have an electronic system. Happy to provide information as soon as we can get access to it.</p> <p>Significant work has been done to improve the report. Collaborative work between PS colleagues and SPA Workforce Governance will continue.</p> <p>New format H&S Report on agenda for 01/06.</p> <p>PROPOSE FOR CLOSURE</p>
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<p>PEOPLE-20210902-004</p>	<p>H&S Reporting: Future Reports to;</p> <ul style="list-style-type: none"> - Incorporate assurance update in respect of fire safety. - Provide timeline for when it is anticipated that incident reporting levels will offer an accurate reflection of actual incident numbers 	<p>James Bertram</p>	<p>On going</p>	<p>28 February 2022</p> <p>01 June 2022</p>	<p>08/11: This information cannot be supplied at this time due to the pressures of Op Urram and also the change over to the new contractor.</p> <p>16/02 - Following change of service provider from Mitie to Servest on 1/12/21, the transfer of data which will enable the required reporting will now take longer than expected. Propose ongoing to the next meeting.</p> <p>Work to progress is ongoing and a further update will be provided at the committee in June.</p> <p>16/05: The incorporation of assurance updates in respect of fire safety is now included.</p> <p>and</p> <p>Propose to transfer the timeline for incident reporting levels to DCC Taylor under the YSM Bi-Annual update.</p> <p>PROPOSE FOR CLOSURE</p>
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<p>PEOPLE-20210902-006</p>	<p>H&S, MI and Wellbeing reports to committee: PS team to work collaboratively with SPA colleagues to ensure that future committee reports highlight key insights as a result of data analysis, that they identify areas of assurance and areas of concern (and action being taken in response).</p>	<p>Jude Helliker/ ACC Alan Speirs/ Chris Brown</p>	<p>Open</p>	<p>01 June 2022</p>		<p>08/02: Meetings have been held between SPA and Police Scotland Wellbeing and MI teams to discuss the development of reporting into PC moving forward.</p> <p>Work continues internally within People and Development to streamline reporting whilst augmenting data analysis and the provision of insights linked to strategic objectives in order to provide assurance to the Committee.</p> <p>17/05: Report development and refinement continues towards improved analysis, insight and assurance.</p> <p>PROPOSE FOR CLOSURE</p>
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COMMITTEE MEETING 27 MAY 2021

<p>PEOPLE-20210527-006</p>	<p>SWP – future update to the committee to provide an overview of the SWP work-stream owners and a timeline for key activities to be completed.</p>	<p>Tom McMahon</p>	<p>On Going</p>	<p>30 November 2021 01 June 2022</p>	<p>09/11: Details of work stream owners and key activity under each work stream capture within 4.2 Bi-annual SWP Update Report.</p> <p>30/11: During action log review it was agreed this would remain ongoing as the submitted paper did not provide the information and assurances being sought by the committee. Committee request detail on how progress to achieve objectives will be monitored and reported.</p> <p>07/02: - Work on this action is currently ongoing and will form part of the Bi-Annual SWP Update. This is expected to be submitted to the June meeting and will cover the following points;</p> <ul style="list-style-type: none"> • the intended outcomes/objectives of each workstream • if the intended outcomes/objectives have changed in any way since publication of the SWP
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						<ul style="list-style-type: none">• workstream owner• what key activities have been and are still to be delivered to achieve all intended• outcomes/objectives• anticipated timescales for intended activities still to be <p>20/05: Timeline not provided.</p> <p>PROPOSE ONGOING</p>
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End.

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