



Meeting	Authority Meeting
Date	21 August 2025
Location	Clayton Hotel, Glasgow
Title of Paper	Committee and Oversight Group Reports
Presented By	Committee and Oversight Group Chairs/Members
Recommendation to Members	For Discussion
Appendix Attached	No

PURPOSE

To provide the Authority with an update on business progressed through the following meetings which have met since the last Authority Meeting:

- Commonwealth Games Oversight Group
- Forensic Services Committee
- Legal Committee
- Resources Committee
- Audit, Risk and Assurance Committee

Committee	Chair/Member	Meeting Date	Page
Commonwealth Games Oversight Group	Alasdair Hay	29.7.25	3
Forensic Services Committee	Paul Edie	7.8.25	5
Legal Committee	Chris Creegan	12.8.25	9
Resources Committee	Pauline Howie	13.8.25	11
Audit, Risk and Assurance Committee	Mary Pitcaithly	14.8.25	14

Summary report from Commonwealth Games 2026 Policing Oversight Group

29 July 2025

Alasdair Hay, Chair

MAIN ITEMS OF BUSINESS

- Operational Briefing
- Planning Assumptions
- 1 Year Out Launch Plan
- Wellbeing Arrangements
- Finance Update
- Risk Update

KEY ISSUES RAISED

- The Oversight Group received an update of the police planning progress, opportunities and risks and areas of priority for Police Scotland in relation to the Commonwealth Games (CWG).
 - Resource deployment – assurance given that resourcing will be undertaken in line with the Workforce Agreement.
 - The CWG team will consider learnings from the policing of President Trump's visit to Scotland.
 - Discussion on assurance of working with the number of external delivery partners and Police Scotland's capability to collaborate with them.
 - Members were advised that the CWG planning assumptions will be continually refreshed as more information becomes available. Members requested detail around 'Safeguarding for Young People' is added to the Planning Assumptions document.
- A verbal update on the 1 Year Out Launch Event was provided.
- Officer, Staff and Volunteer wellbeing -
 - The three key objectives of the Wellbeing Strategy were discussed. Members sought and received assurance around transportation of Officers and catering provision. The Oversight

Group felt assured that Police Scotland have considered Wellbeing from the outset of the planning.

- Opportunities for Police Staff to volunteer at the Games were discussed and an update will be provided at the next meeting.
- Finance update - the Planning Minute of Agreement will be signed imminently, which will allow for costs to be invoiced. When delivery plans are known, an Event Delivery MOA will be completed.
- Risk update - Members were advised that there are 15 risks in total, one of which is out of tolerance. Members were assured that this risk is being escalated appropriately and monitored.

CONCLUSIONS/ACTIONS REACHED

- Members requested that detail around 'Safeguarding for Young People' is added to the Planning Assumptions document.
- The Oversight Group felt assured that the Wellbeing of Police Officers, Staff and Volunteers has been considered from the outset of the planning.
- Police Scotland to consider the potential for Police Staff to volunteer at the Commonwealth Games.
- Members received assurance that the Planning Minute of Agreement will be signed imminently.
- The Oversight Group felt assured that the one risk out of tolerance has been escalated and is being monitored appropriately.

Summary report from Forensic Services Committee

7 August 2025

Paul Edie, Chair

The formal minute of the public items of business will be available at the meeting scheduled for 30 October 2025. This will also be published on the SPA's website. A full recording of the public items of business taken at this meeting can be accessed at [Forensic Services Committee – 7th August 2025](#)

MAIN ITEMS OF BUSINESS

- Forensic Services Directors Report
- Forensic Services Annual Performance/Q1 Performance Report
- Drug Driving/Drug Driving Pilot
- Forensic Services Financial Monitoring Q1
- HMICS Assurance Review of Forensic Toxicology Provision – Improvement Plan and Timeline for Delivery
- Forensic Services Change Programme
- Refresh of Forensic Services Strategy
- Police Scotland & SPA Forensic Services Joint Biometrics Strategy
- Staff Survey – Short Life Working Group
- Forensic Services Customer Survey Update
- Digital Forensics – Next Steps and Timeline for Progression
- Operational Risk

KEY ISSUES RAISED

Forensic Services Directors Report

Members commended staffs work on Operation Portaledge (the investigation into organised gang violence in the East and West of Scotland), however, have been advised of possible disruption and slippage within other areas of performance, with anticipated increased timescales for the provision of more routine case work. Members were updated on the Westminster Commission Report on Forensic Science in England and Wales which was published in June 2025 following a visit from the commission at the start of the year. Members welcomed this update, noting that the SPA Forensics model of delivery is cited as publicly governed, multi-disciplinary and scientifically rigorous in comparison to the fragmentation and decline laid out in England and Wales. Following questioning in relation to the development of the Long-

Term Sustainable model (LTSM) for Criminal Toxicology, members were advised that it will likely be summer 2026 before the full business case will return to the Resources Committee and dependent on resource being provided by Police Scotland (PS). Members have requested a report from PS to the next committee in relation to resource to support the progress of the LTSM Full Business Case.

Forensic Services Annual Performance Report

Members highlighted concerns around Post-Mortem Toxicology and issues around staff absence and were assured that there were measures in place to ensure that demand is met, by taking account of case management concerns and staff involved. Members highlighted concerns around the decrease in scene attendance and sought assurance that this did not have any detrimental impact on evidence. Members were assured this is an area of focus with room for improvement and being looked at within a short life working group to understand reasons for changes in demand. Members were advised that there is an opportunity to engage with officers at the point of joining the force to provide an overview of what forensic science can do, and although there is documentation available, forensic services are keen to engage to reinforce processes. Members commended the comprehensive and transparent data and have requested data on spoiled evidence and the impact on cases that don't proceed through the justice system.

Forensic Services Performance Report Q1

Members recognised and were assured around the need for improvement in relation to priority 2 delivery requests. Following a lot of change within this area with direct submissions being introduced which has had a positive impact on demands placed on Police Scotland, but it is hoped that with training there should be an improvement in this area as we come into Q3/Q4.

Drug Driving

The committee had a detailed discussion and noted concerns around Police Scotland's performance in submitting 94% of cases within the 28-day stretch target. Members were advised that there is an element of human error within this area, with a need for training to eradicate that. Members welcomed the performance of the internal team, however, sought assurance on how sustainable that would be. Members were advised that there is regular engagement between senior managers within criminal toxicology in relation to this, along with the monitoring staff wellbeing and offering support when required.

Financial Monitoring Report Q1

Members asked how an estimated additional £166K would be met to fund

increased demand and were advised that Forensic Services are able to account for that within their budget, however, it would be a pressure. Members sought clarity on what level of confidence there is on the delivery of projects within the capital spend area. Members were assured around the processes now in place around the management of capital projects which provides a high level of confidence around the spend within the capital budget.

Drug Driving Pilot

Members were provided with a report detailing the evaluation of the Shetland Drug Wipe pilot, the forthcoming incremental expansion of drug-wipes and the current communications in place internally and across road safety. Members and HMICS highlighted concerns in relation to budget and outsourcing availability due to lack of capacity within the marketplace. In addition, members highlighted the importance of any samples from this roll out going via SPA Forensics. Members discussed the governance of the Rollout Plan and noted the importance for it to go through the Resources Committee following PS internal governance.

HMICS Assurance Review of Forensic Toxicology Provision – Improvement Plan and Timeline for Delivery

Members welcomed an update on progress on the HMICS Assurance Review of Forensic Toxicology provision and timeline for delivery. Members have requested that new target dates set for recommendations that have slipped, are circulated to members ahead of the next meeting.

Forensic Services Change Programme Update

Members received an update on progress against the Forensic Services Change Programme Plan where significant slippage in relation to FS COS & Data Migration was noted with a revised timeline. Although members were disappointed by the slippage, they also welcomed the change in approach which will lead to a better result. Members have requested that there is a clear escalation procedure in place to address delays quickly when they arise given the lengthy extension to the timeline.

Police Scotland & SPA Forensic Services Joint Biometrics Strategy

Members were provided with the draft Police Scotland & SPA Forensics Joint Biometrics Strategy and have requested more information around the intended process and timeline for public consultations. Members have requested monthly updates in relation to this area of work.

Staff Survey – Short Life Working Group Update

Members welcomed a positive update on the progress of the Staff Survey Short Life Working Group and look forward to a further update at the next committee.

Forensic Services Customer Survey Update

Members received a report which contained an update on the Forensic Services Customer Survey 2025. Members welcomed that 82% of respondents were satisfied or very satisfied with the activities performed at the scene-by-Scene Examiners. It was noted that groups 3 – 7 crime satisfaction is lower and an area requiring improvement.

Digital Forensics – Next Steps and Timeline for Progression

Members were provided with an update on Police Scotland's progress towards obtaining ISO 17025 within Digital Forensics (DF). Chief Superintendent Andy Patrick is now leading in this work and provided members with overview of how he would like to take this area forward to make it become more efficient. Members advised that they would be keen to understand approaches taken by other forces and what learning can be gained from that. Members have requested a further update to the next committee meeting.

Operational Risk

Members were provided with the opportunity to review FS Strategic Risks.

CONCLUSIONS/ACTIONS REACHED

- Police Scotland to bring forward a report to the next committee providing an update in relation to resource to support the progress in relation to achieving the Long-Term Sustainable Model Full Business Case.
- Forensic Services to consider the inclusion of data relating to spoiled evidence and the impact on cases that don't proceed through the justice system.
- Forensic Services to provide an update on the consequence of the investment in the outsourcing and what that means in terms of delayed investment in other areas.
- Forensic Services to circulate revised target dates for the recommendations that have slipped.
- Forensic Services to ensure there is a clear escalation procedure in place to address delays quickly when they arise given the lengthy extension to the timeline.
- Forensic Services to provide a timeline and details for the approach to consultations following discussions with SPA colleagues.
- Forensic Services to provide quarterly progress updates in relation to the Police Scotland & SPA Forensic Services Joint Biometrics Strategy going forward.
- Police Scotland to bring a further update on the Digital Forensics – Next Steps and Timeline for Progression to the next committee meeting.

Summary report from Legal Committee

12 August 2025

Chris Creegan, Chair

The formal minute of the public items of business will be available at the meeting scheduled for 4 November 2025. This will also be published on the SPA's website. A full recording of the public items of business taken at this meeting can be accessed at [Legal Committee – 12 August 2025](#)

MAIN ITEMS OF BUSINESS

- Legal Services Claims Handling - Quarterly Statistical Information Report - Trends & Analysis in litigation
- Litigation Overview
- Litigation – Finance Update
- Public Inquiries Update
- Police Appeals Tribunals

KEY ISSUES RAISED

Legal Services Claims Handling - Quarterly Statistical Information Report - Trends & Analysis in litigation

Members welcomed a report on settlement figures arising from claims raised against Police Scotland. Following a request from members for further information on actions or claims raised against Police Scotland within the previous quarter, the report provided insight into the work currently being undertaken by Police Scotland Legal Services. Members were assured that the higher number of Employer Liability cases within Edinburgh was as a result of a single incident with a number of claims within that. It is anticipated that as those claims are addressed those numbers would return to normal. Members were assured that organisational learning, in respect of that single incident, has been captured and progressed within the organisation. Members were further assured around organisational learning by being updated on a pilot currently being run within Greater Glasgow Division. This will be a more assertive approach to organisational learning by reporting near misses.

Members were advised that it is thought that the earlier reporting around slips, trips and falls provides opportunity for the organisation to address issues at a much earlier stage. Members welcomed an update on this pilot and highlighted the need for a systemic shift within the planning of operations to ensure staff have all the relevant equipment required.

Members noted the want to see a reduction in employment tribunal cases and sought assurance that managers, who have staff requesting reasonable adjustments, have the support in place to address those requests. Members were advised that with this being a large risk area and where majority of claims emerge there is more being done as part of an internal restructure. Members welcomed the intention to ensure that divisions and departments have a more dedicated HR resource to assist with those cases. In addition, Occupational Health is an additional option for support. A short life working group is in place to look at reasonable adjustments and how managers can be supported in this area.

Members welcomed the progress around the presentation of the report.

Litigation Overview

Members were provided with a report which detailed significant ongoing litigation involving the SPA and Police Scotland.

Litigation – Finance Update

Members welcomed a high-level overview of legal liabilities and legal costs for the current financial year. Members have asked Police Scotland colleagues to consider future reports being presented in public, although appreciate the requirement to give consideration to information which is commercially sensitive or which could indirectly identify individuals.

Public Inquiries Update

Members welcomed a report providing an update in relation to live Public and Fatal Accident Inquiries currently being serviced by Police Scotland Public and Fatal Accident Inquiry Unit along with detail on how lessons are captured and cascaded through its Organisational Learning Framework.

Police Appeals Tribunals

Members were provided with an update on the current position in relation to various appeals to Police Appeals Tribunals which are presently ongoing.

Summary report from Resources Committee

13 August 2025

Pauline Howie, Chair

The formal minute of the public items of business will be available at the meeting scheduled for 18 November 2025. This will also be published on the SPA's website. A full recording of the public items of business taken at this meeting can be accessed [here](#).

MAIN ITEMS OF BUSINESS

Monitoring, planning and oversight

Q1 Financial Monitoring Report

2026/27 Budget Strategy

Debt write-off

Oversight of Transformation and Benefits

Estates Masterplan/Continuous Improvement – verbal update

Procurement

Procurement Annual Report

Contract Award x 1

Business Case Scrutiny & Oversight

Business Case x 2: Enhanced Communities Policing (FBC) and Ivanti System Replacement (IBC)

Change Request x 3 and End of Project Report x 1

Estates

Sale of Portobello Police Station - Community Asset Transfer

KEY ISSUES RAISED

Financial Monitoring & Planning

Q1 Financial Monitoring Report

Revenue

- Members considered the overtime spend and reasons for the overspend.
- The costs of policing the President of the USA's visit will be reported to the committee and it is anticipated the full costs will be known by

October; the Chief Executive has written to Scottish Government to request funding of these costs.

- The funding of increased employers National Insurance and Pay Awards was considered, and we heard that funding discussions are ongoing with Scottish Government with costs included in future years budget estimates.
- **Capital** – Members focused on the deliverability of the program particularly given workforce challenges in some areas. The Committee has requested that details of the predicted spend profile are provided.
- **2026/27 Budget Strategy** - Discussion focused on the broader context of the medium and longer term financial strategy including the Scottish Government's public sector reform strategy. The Committee also considered the approach to identifying savings as part of the budgeting process.
- **Oversight of Transformation and Benefits** - Members welcomed development in the transformation reporting and heard that Police Scotland is still working to improve the benefits reports. Members' feedback will be reflected in future reporting and project financial information will be included and enhance Committee oversight in this area. Estates Asset Management, Cyber Security and Forensic Services transformation projects were all discussed. Committee interest was on the reasons for issues and how projects could return to 'green'. Members heard that action had now been taken to address the resourcing problems with the Forensic Toxicology project, and this would be reflected from Q2 reporting.
- A revised approach for Change and Transformation including prioritisation along with an enhanced Benefits Realisation Framework will be prepared for the November Committee.

Estates

- Masterplan/Continuous Improvement - a verbal update provided by the DCC Transformation and Chief Financial Officer, recognised that progress needs to be made on the next stage of the Masterplan given the strategic risk involved. Progress has been made on works to buildings that have been identified as to be retained, and which will improve officer and staff conditions.
- Portobello Community Asset Transfer - Members considered the proposal and discussed how Police Scotland assesses Best Value with community asset transfers. Assurances were sought and received that community planning partners are involved in proposals.

Business Cases

Enhanced Communities Policing Full Business Case

- The commitment to strengthening local policing was welcomed. Discussion focused on considerations of value for money, risk and opportunities.
- In response to Committee questions, Police Scotland clarified how the proposal interacts with other business cases and asks for officer and staff resources.

Ivanti System Replacement Initial Business Case

- Members considered how the increased financial costs would be funded and the reasons for the increased costs compared to the current system. The risks related to the move from the current system and mitigations were considered.

Change Requests / End of Project Reports

- COS Phase 2 Finance & Benefits and Unified Communications and Contact Platform (UCCP) change requests were considered in addition to an end of project report for COS Phase 2.
- The COS Change Requests were noted but not approved because the project has already closed however, the end of project report was approved.
- Going forward, this committee expects to be able to consider change requests at the earliest possible opportunity to allow consideration if the project remains viable. Members welcomed the assurance from Police Scotland that this will be built into project timelines.

CONCLUSIONS/ACTIONS REACHED

- Approval of Annual Procurement Report 2024/25
- Approval of contract award: Transportation of Deceased Persons
- Approval of Full Business Case: Enhanced Communities Policing
- Approval of Initial Business Case: Ivanti System Replacement
- Approval of UCCP Change Request and COS Phase 2 End of Project Report
- Agreement to recommend to Scottish Government for approval bad debt write-off (Cable and Wireless)
- Agreement to recommend to Scottish Government for approval the sale of Portobello Police Station – Community Asset Transfer

Summary report from Audit, Risk and Assurance Committee

14 August 2025

Mary Pitcaithly, Chair

The formal minute of the public items of business will be available at the meeting scheduled for 12 November 2025. These will also be published on the SPA's website. A full recording of the public items of business taken at this meeting can be accessed at [Scottish Police Authority Audit, Risk & Assurance Committee - 14 August 2025 | Scottish Police Authority](#)

ITEMS OF BUSINESS CONSIDERED

- Internal Audit progress update and reports on health and safety, and management of recommendations
- Audit and Improvement Recommendation Trackers
- Best Value Updates
- Annual Whistleblowing Reports
- Police Scotland Assurance Audit for SCRS Crime Compliance
- Draft Annual Report and Accounts
- Risk Management Reporting
- Cyber Security Update
- Annual Data Loss, Fraud and Theft Report

KEY ISSUES RAISED

- **Internal Audit Reports**
 - **Internal Audit report on health and safety.** The Committee welcomed Police Scotland's initiative to request the audit to help identify gaps and accelerate improvements. Members were concerned on the number of recommendations but received assurance that improvements on risk assessments were in advanced stages. Assurance was also received from Police Scotland's Executive team that value is placed on health and safety and it is prioritised.

- **Internal Audit report on management of recommendations.**
Police Scotland acknowledged that the number of outstanding recommendations is unacceptable and assured the Committee that progress will be made at pace.
- **Audit and Improvement**
 - **Police Scotland Audit and Improvement.** The Committee heard focus was on addressing new recommendations and building momentum, ensuring alignment with the 2030 vision. Members sought and received assurance that high risks recommendations are always prioritised.
 - **Internal Audit Update.** The Committee discussed the delayed overtime audit report and heard management responses were still to be received. Members were assured this would be presented to the next meeting in November. Members were assured there was an appropriate internal governance structure for discussing recommendations, but the Committee still raised concerns on the overall number and age.
- **Assurance Reporting**
 - **Best Value.** The Committee heard audit work is mostly complete, and indicative early findings have been shared which are positive. Most findings were anticipated from the self-assessment. Emerging findings meetings are being held with Audit Scotland and HMICS. They will now write a report, with early drafts expected late autumn with the final report presented to parliament in early 2026.
 - **Whistleblowing Annual Reports.** The Committee received reports from Police Scotland and SPA. Discussion focussed on the number of Police Scotland referrals and how the organisation differentiates whistleblowing from protected disclosures. The Committee were keen to understand Police Scotland's internal governance for ensuring the whistleblowing process was appropriate and encouraged continuous training and providing feedback, acknowledging this was challenging when so many were made anonymously.

- **Police Scotland cyber security update.** An update was provided on recent activity and discussion focussed on risks and examining lessons learned from other organisations.
- **Police Scotland annual data loss, fraud and theft report.** An update was provided on incidents and discussion focussed on fraud cases and data loss incidents reported to ICO.
- **Risk Management Reporting.** The Committee received updates from SPA, Police Scotland and Forensic Services. Discussion focussed on Police Scotland's strategic risks relating to partnership working and funding.
- **Draft Annual Report and Accounts.** The Committee received their first presentation of the draft 2024/25 Annual Report and Accounts and were provided detailed updates on a number of areas. The Committee will be provided with an updated draft at a meeting in September 2025 where recommendation to the Authority for approval will be sought.

CONCLUSIONS/ACTIONS REACHED

- Members remained concerned on the high number of open recommendations but were assured by Police Scotland's commitment to progress at pace and respond to audit recommendations.
- It was agreed Police Scotland whistleblowing reports would be revised to provide more strategic detail on process. The Committee supported the proposal for a deep dive on whistleblowing including the differences between protected disclosures and whistleblowing. Members requested Police Scotland provide an example of how a whistleblowing lessons learned has been applied.
- Commitment was given to providing Members with further information on partially implemented cyber security recommendations.