

SPA Board Meeting Rolling Action Log

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. Propose ongoing
271119-SPABM-02	SCDEA: Legacy Matters: Chief Constable to provide a written report which summarises the additional information and further clarity provided at the Authority meeting which will then be published on the SPA website.	Chief Constable	Open	11.12.19		06.01.20: Additional Report submitted to the SPA and uploaded onto the SPA website. Also updated report relating to assurance and inspection of covert policing submitted (linked to 271119-SPABM-04). 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.	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. Propose ongoing

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271119-SPABM-03 cont	The HMICS assessment will be reported publically and shared with Police Scotland.					
271119-SPABM-04	Undercover Policing: SPA to ensure that the report previously provided following a request at the Authority meeting on 22 May which describes the range of assurance / inspections that take place on current covert policing structures and policies is published on the SPA's website.	Lynn Brown	Open	11.12.19		20.12.20: Updated report relating to assurance and inspection of covert policing submitted and uploaded to website (linked to 271119-SPABM-02). Propose to close
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: 1. Detection rates for investigating assaults against officer. 2. Information from pilot schemes on body worn cameras. 3. Further analysis and benchmarking opportunities (incorporating Action-20180819-003).	Jude Helliker/ DCC Taylor		27.11.19		(3) 20.09.19: Engagement will take place between Police Scotland and Darren Paterson to consider further analysis and benchmarking opportunities. (4) 13.09.19: Relevant financial data will be included in future Health and Safety and Wellbeing Reports where available and as required. (1) 04.11.19: Detection rates have been included within the paper presented to the Resources Committee on 5 November 2019.

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240919-SPABM-02 cont	<p>Health and Safety cont:</p> <p>4. More detail and analysis on costs, including opportunity costs and legal costs (incorporating Action-20180819-004).</p>					<p>(3) 04.11.19: Latest benchmarking figures from England and Wales have been included within the report presented to the Resources Committee on 5 November 2019 however, these are not directly comparable due to differences in data recording data.</p> <p>(4) 04.11.19: Appendix covering RIDDORs was presented to the Resources Committee on 5 November 2019 which outlines saving that can be made through the reduction of serious accidents.</p> <p>Propose to close section 1, 3, 4 Propose ongoing section 2</p>

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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		<p>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.</p> <p>21.11.19: Work continuing in conjunction with Action 210819-SPABM-002.</p> <p>10.01.19: Paper submitted in early October 2019 to Scottish Government and follow up paper submitted in November 2019.</p> <p>Propose ongoing</p>
210819-SPABM-002	Joint Strategy Session: 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.	David Crichton	Open	24.09.19		<p>20.09.19 Initial joint meeting took place involving SPA and Police Scotland leaders on 27.08.19.</p> <p>21.11.19: Work ongoing through a series of joint workshops which will continue into early 2020.</p> <p>10.01.19: Work complete.</p> <p>Propose to close</p>

MEETING HELD 26 JUNE 2019

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
260619-SPABM-002	<p>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.</p>	<p>Chief Constable Tom McMahon</p>	Open	24.09.19		<p>15.08.19: Progressing as part of demand and productivity programme. 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. 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. 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> <p>Propose ongoing</p>

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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> <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>

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280319-SPABM-006 cont						<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> <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>

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280319- SPABM- 006 contd.						<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.</p> <p>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> <p>Propose ongoing</p>