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**CENTRAL SCOTLAND POLICE
FORCE POLICY GROUP
Tuesday 13th and Wednesday 14th January 2009**

OPEN MINUTE

Ref	Agenda Item	Minute and Action	Action Owner	Target Date
FPG 1	Welcome & Apologies	Present: Chief Constable (Chair), DCC MacLeod, T/ACC MacKenzie, T/Chief Supt Buist, Roddy Shearer, Graham Noble, Andrew Walker, Chief Inspector McLeod (Minutes) Apologies: T/Ch Supt Gordon Samson		
FPG 3.1	Reviews of Roles & Ranks	The CC declared the discussions were about the Reviews was to be recorded under a closed minute because of the sensitive nature of the personnel issues involved. Once full agreement was reached regarding progress of the recommendations, a Communications Strategy for the Force would be created to allow a transparent and coherent message to be conveyed about the implications of any changes being made. Decisions on any changes will require to be carefully managed and he asked that for the meantime discussions on changes remain within the Force Policy Group until a decision is taken to communicate change to the Force. The Review undertaken by CI Lawrie, PI Fitzcharles and Mrs Beaton should be viewed as a starting point for the decisions required from the Force Policy Group. Work is still ongoing on the review of Crime Management Services and further discussions will be required when this review is submitted.		

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		The Force Policy Group was reconvened at 0830hrs on Wednesday 14 January 09.		
		<p>Present: Chief Constable (Chair), DCC MacLeod, T/ACC MacKenzie, , Roddy Shearer, Andrew Walker, Chief Inspector McLeod (Minutes)</p> <p>Apologies: T/Ch Supt Gordon Samson, T/Chief Supt Buist, Graham Noble (After item 3.1 – Role Review Project).</p>		
FPG 2	Previous Minutes / Action Log	The minutes of the previous meeting were approved. The Action Log with current updates was circulated and the CC asked for members to examine their actions and provide current updates to CI McLeod for production at the next FPG Meeting.		
FPG 3.2	CSP Joint Police Board	The CC updated members with recent information supplied to the CSP Joint Police Board. The budget for 2009/2010 has been presented and will be considered at the meeting on 23 January 2009.		
FPG 3.3	ACPOS Council	ACPOS Council meets on Monday 19 th January 2009.		
FPG 3.4	National issues	Nothing of significance to report.		
FPG 4		FORCE STRATEGY		
FPG 4.1	Force Priorities 1to5	<p>The DCC advised that he had met with Superintendent Douglas and that work was ongoing to produce Outcomes and Indicators. The DCC stated that this work was designed to bring measures in line with the SPPF.</p> <p>T/ACC advised that his intention was to ensure that all force management information was gathered and managed within Strategic Development.</p> <p>The CC stated that he required to have an update for the CSP Joint Police Board on the work ongoing on outcomes and indicators and their links to the SPPF. ACTION: DCC to have CSP Joint Police Board Paper prepared for the March meeting of the Board</p>	DCC	13.2.09

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FPG 4.2	Force Performance/ SPPF	Discussed at 4.1 above. The T/ACC gave an update regarding Operation Krypton and advised that the detection rate for groups 1 to 5 is likely to be 58%, which is down approximately 2% on last year. There is a reduction in reported crime of about 2%. Mr Shearer advised that there is now a 0% overspend in overtime overall in the Force.		
FPG 5		GOVERNANCE		
FPG 5.1	Corporate Risk Register	Mr Shearer advised that through the insurance provision for the Force a Corporate Risk manager will examine the Corporate Risk Register and arrangements in the Force. An update will follow on from this work.		
FPG 5.2	Programme Board Update	DCC gave an update regarding the national PDR and SCOPE project. Staff have been identified and put in place to progress the work. Thea Adamson from our Force is temporarily seconded to this project. The Business Change Programme Board is now looking at STORM MA. The impact of the national projects is examined by the Force Programme Board. The CC asked for an update from the Force Programme Board on national issues for the next meeting. ACTION: DCC to provide an update to the FPG on national Programme Board issues	DCC	
FPG 5.3	Professional Standards	The paper was noted. Complaints figures are up in comparison to previous years. Superintendent Dewar is looking at the breakdown of all complaints for the year to ascertain if there is any explanation as to why they may have gone up. Any possible explanation or common theme will require to be reported to the Joint Police Board with an strategy for how we intend to deal with the issues.		
FPG 5.4	Equality Plan	The CC raised the low level of BME recruitment in the Force. The number of BME staff has reduced and consideration must be given to recruitment ACTION: Mr Noble to prepare a paper for the next FPG outlining what is being done to improve our ratio of BME staff	Mr Noble	19.2.09
FPG 6		FINANCE AND PHYSICAL RESOURCES		

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Ref	Agenda Item	Minute and Action	Action Owner	Target Date
FPG 6.1	Revenue Budget	Mr Shearer handed round an executive summary of the current position with the revenue budget. While some areas of the budget area under pressure Mr Shearer is confident the Force will come in on budget. There is no scope in the revenue budget for any overtime allocation to Operations.		
FPG 6.2	Capital Budget	Mr Shearer advised that this year is similar to previous years where there is slippage in the Capital Budget. The extent of the slippage for the 2008/09 budget has been caused by the Regeneration project at Larbert. In order to counter this some of the planned Capital spend for 2009/10 has been brought forward, mainly in the area of Fleet. The Budget Monitoring Group is meeting in the afternoon of 14 January 09 to ensure that sufficient spends are brought forward to cover the slippage and that no capital funding is lost through underspend.		
FPG 6.3	Property/ Vehicles	<p>Mr Shearer advised that progress is ongoing to create an Asset Management Plan which will include the planned refurbishment, the Regeneration Project and the fleet. The Force Property Board, which meets on a quarterly basis looks at the long term priorities for the Force and provides input to the Physical Resources Sub-Committee of the Joint Police Board.</p> <p>The CC asked about signage for Police Stations and Mr Shearer confirmed that by the end of this financial year, all Police Stations in the Force will have the new national signage. The CC was of the opinion that some stations had insufficient signage marking the route to Police Stations and wished that Area Commanders look at this matter as a part of wider community engagement and visibility.</p> <p>ACTION: Mr Shearer to advise Area Commanders of the need to look at signage to stations and where appropriate make an approach to the local authority to improve signs.</p>	Mr Shearer	
FPG 7		HUMAN RESOURCES		

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FPG 7.1	Establishment	Current establishment is 828, which is the budget establishment.		
FPG 7.2	Absence	The figures for attendance management were discussed. It was noted that the absence figures for December are up 25% on last year with much of this being attributable to flu.		
FPG 7.3	Recruitment	Content of paper noted.		
FPG 8		OPERATIONAL OVERVIEW		
		<p>The T/ACC gave an operational update. The patrol Plans for the Force are due to be completed in approximately 8 weeks time.</p> <p>While Operational staff have been particularly busy over the last few weeks there are no major issues.</p> <p>The number of unresolved crimefiles on the system has been identified as a concern and there has been an Inspector allocated to look at this. This is an unusual trend considering overall workloads are falling.</p> <p>The CC sought reassurance that the fact the Force was at establishment of 828 had been reflected in front line resources and other critical areas of service delivery such as Child Protection and Offender Management. The T/ACC assured the CC that this was the case, and that while groups at stations had benefited from the incoming probationers there had been movement of staff to other areas where required.</p>		
FPG 9		COMMUNITIES POLICING		
FPG 9.1	Community Policing Model			
FPG 10		CRIME AND SPECIALIST OPERATIONS		

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		The Crime Management Services Update paper was noted		
FPG 10.1	Resource & Demand Management	The T/ACC stated that the PAD and FCCC set up has been in place for almost a year. There has been a huge saving to the Force in the increasing number of PAD resolved calls. There is a strong indication that the FCCC and pad are performing well.		
FPG 11		CORPORATE AND OPERATIONAL SUPPORT		
(FPG 13.1)	Policy & Standard Operating Procedures Review	The paper on the agenda at 13.1 was discussed. The DCC advised that the Policy and Standard Operating Procedures Review had been undertaken and had involved benchmarking with other forces. The method used by Fife Constabulary was approved by the Force Policy Group.		
FPG 12		CORPORATE COMMUNICATION The paper was noted. Mr Walker advised that there are a number of notable court cases due and preparatory work is underway to provide media response. The DCC advised that the Communications Review was still ongoing.		
FPG 13		ANY OTHER COMPETENT BUSINESS		
FPG 13.1	Policy & Standard Operating Procedures Review	See FPG 11 above		
FPG 13.2	Accommodation Review	An update is now required in relation to this report. Mr Shearer stated that the proposals for the use of the building at Larbert would have to be completed by the end of March. ACTION: Mr Shearer to arrange for an updated version of the accommodation review to be circulated.	Mr Shearer	

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FPG 13.3.	Special Constabulary Award Scheme	The contribution being made to the Force by the Special Constabulary is worthy of recognition. The national is position that Forces are in agreement with the increase in award. The FPG members agreed that the award should be increased to £1084.		
FPG 13.4	National Substance Misuse Policy	This item was deferred until the weekly meeting of 19 January 2009.	DCC	