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**CENTRAL SCOTLAND POLICE
FORCE POLICY GROUP
Thursday 9 April 2009**

Ref	Agenda Item	Minute and Action	Action Owner	Target Date
FPG 1	Welcome & Apologies	<p>Present: Chief Constable (Chair), DCC MacLeod, ACC John Mauger, Chief Supt Gordon MacKenzie, Roddy Shearer, Graham Noble, Andrew Walker, Donna Christie (Minutes)</p> <p>Apologies: T/Ch Supt Gordon Samson</p>		
FPG 2	Previous Minutes / Action Log	<p>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.</p> <p>ACTION; All FPG members to update all outstanding actions prior to the next FPG</p>	All FPG Members	22.5.09
FPG 3.1	CSP Joint Police Board	<p>The CC advised members that a Force Capacity Paper re the recent restructuring had been presented at the last Joint Police Board. There was a positive response from Board members. CC also updated in relation to the new build at Larbert and also updated re continued work in progress in relation to the Boards Governance in relation to best value.</p>		
FPG 3.2	ACPOS Council/national issues	<p>ACPOS Council met on 9th March 2009 and CC updated group in particular the inter-operability for CT/Firearms/Olympics ie different shift systems etc and can we work together. Operation Policing Business Area will lead in relation to this.</p>		
FPG 4		FORCE STRATEGY		

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FPG 4.1	Force Priorities 1to5	<p>DCC MacLeod updated group that all relevant information had now been gathered in relation to strategic priorities and would be presented at the next Joint Police Board meeting.</p> <p>CC commented at the success on the Force Forum and asked that his congratulations be conveyed to the staff involved in organising and planning.</p> <p>ACTION; DCC to establish when last force survey was issued by PSQ.</p>	DCC	22.05.09
FPG 4.2*	Force Performance/ SPPF	<p>A discussion took place in relation to the paper submitted by Ian Wilson and the request by JPB.</p> <p>ACTION; DCC to raise at next ACPOS Performance Board BA in relation to restriction on document and outcome to be raised at ACPOS Council.</p> <p>ACTION; ACC to provide early draft of suitable document</p>	DCC ACC	22.05.09 22.05.09
FPG 5		GOVERNANCE		
FPG 5.1	Corporate risk register	<p>The Corporate Risk register was tabled for consideration and discussion. It was agreed that the risks identified and the associated mitigation were appropriate, however the document will be further developed for ongoing discussion at the next Force Policy Group meeting. It was agreed that the Strategic Tasking and Co-ordinating Group Risk Register will be considered together with the Corporate Risk Register at future meetings.</p> <p>The group also noted that the Risk Management Group and other senior managers have taken part in risk management workshops and this approach has been applied in specific business areas.</p> <p>ACTION; Mr Shearer to Bring Strategic Tasking and Co-ordinating Group Risk Register to the next Force Policy Group meeting.</p>	Mr Shearer	22.5.09

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FPG 5.2	Programme Board Update	Mr MacLeod updated the group in relation to the continuing working currently ongoing with Scope and the progress that will be made with having staff dedicated to the project.		
FPG 5.3	Professional Standards	The paper was noted. Mr MacLeod updated the group that the significant increase in complaints was partly due to the strict adherence to the definition being applied by the Police complaints Commissioner. Following several recent misconduct hearings it will now be standard practice to hold a debrief at the conclusion of each hearing.		
FPG 5.4	Management Vetting	Paper was discussed and approved		
FPG 6		FINANCE AND PHYSICAL RESOURCES		
FPG 6.1	Revenue Budget	Mr Shearer provided a verbal update on the 2008/09 final year end position. Whilst some items have still to be confirmed the overall outturn position anticipated is a modest surplus which will result in the forces revenue reserves being supplemented. The group also noted the favourable position in relation to the overtime spend. ACTION; Mr Shearer to report on the Revenue outturn final position at the next Force Policy Group meeting.	Mr Shearer	12.05.09
FPG 6.2	Capital Budget	Mr Shearer provided a verbal update and discussed the main issue in relation to the Capital Spend is slippage in relation to the new build project and the potential under spend exceeding the capital grant carried forward limit. Mr Shearer was pleased to report the mitigation strategy of the bring forward spend on vehicles and other equipment has successfully obviated this risk.		

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FPG 6.3	Property/ Vehicles	<p>Mr Shearer provided a verbal update and advised that Mr Gow was currently in the process of reconstituting the Force Property Board and advised that the most significant work that the group would be progressing is the development of the asset management plan. This plan will be reported back for approval and subsequently to the Physical Resource Sub Committee of the Joint Police Board. Other items which will also be taken forward include directional signs to police offices and also a process for ensuring ground maintenance issues are addressed timeously.</p> <p>Mr Shearer also updated the group in relation to the Tri-partite Fleet Development which is now moving to the implementation stage and advised that the Fleet Manager will take the lead on the implementation group. Elaine Williamson will provide the HR advice on this group.</p> <p>ACTION; Mr Shearer to provide update at the next meeting</p>	Mr Shearer	12.05.09
FPG 7		HUMAN RESOURCES		
FPG 7.1	Establishment/ absence/ recruitment	<p>Contents of the paper noted</p> <p>Mr Noble updated the group on the current establishment and intake of the Scottish Government Funded Recruits . The force has met its target for absence for the financial year 2008-2009.</p>		
FPG 7.2	Job evaluation	Contents of paper noted		
FPG 7.3	DDA/Light duties post	Contents of paper noted		

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7.4	Attendance Management Policy – Additional annual leave	<p>The policy group considered the paper on additional annual leave and prior to taking a final decision asked that the relevant staff associations be consulted</p> <p>ACTION; Mr Noble to progress with staff associations.</p>	Mr Noble	22.5.09
FPG 8		<p>OPERATIONAL OVERVIEW</p> <p>Chief Superintendent MacKenzie gave a verbal update regarding current operational issues. He highlighted the emerging threat of knife crime and the ongoing work in relation to the action plan for intervention. He also gave an update in relation to progress with the multiagency approach to dealing with Human Trafficking and the progress of Test Purchasing.</p> <p>Chief Superintendent MacKenzie also briefed the Force Policy Group on the end of year crime statistics and confirmed that the detection rate would be 58% for groups 1 to 5. Overall there have been 1000 less reported crimes over the last year.</p>		
FPG 9		<p>COMMUNITIES POLICING</p>		
FPG 9.1	Community Policing Model	<p>Chief Superintendent MacKenzie gave a verbal update. The Community Policing Policy is settling in and officers are now more accountable locally. There has been very positive feedback from Community Officers, however there were slight concerns regarding call attendance and clarity is being sought surrounding which calls Community Officers are expected to attend. A discussion took place regarding the roles of Response and Community Officers.</p> <p>The Community Traffic Warden Review being carried out by Superintendent Price is now the subject of consultation and information for the FPG will be available shortly.</p>		

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		Chief Superintendent MacKenzie reported that the Force Patrol Plans are almost complete and will reported to the FPG at the meeting in May 2009.		
FPG 10		CRIME AND SPECIALIST OPERATIONS		
FPG 10.1	Resource & Demand Management	<p>Chief Superintendent MacKenzie gave a verbal update. The number of calls received by the Force is showing the usual seasonal increase as anticipated. All call management targets have been met and exceeded.</p> <p>The Managed Call Appointment System has increased by 100 per week, which although positive, is still showing 15 failed appointments per week which is below target and requires further work.</p> <p>The Tri-force arrangement for ARVs has not resulted in any requests for service to date.</p>		
10.2	Crime Management Services	<p>The paper was noted. Under the section headed HMie approval was sought for having Area Commanders take ownership of Self Evaluations in relation to Child Protection for each area command. This was approved by the Force Policy Group.</p>		
FPG 11		<p>CORPORATE AND OPERATIONAL SUPPORT</p> <p>Mr MacLeod updated the group on the Force Forum. Work is still ongoing to pull together the information gathered. A paper is being prepared by Superintendent Douglas in relation to updating the Force 3 year Strategic Plan.</p>		
FPG 12		CORPORATE COMMUNICATION		

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Ref	Agenda Item	Minute and Action	Action Owner	Target Date
		<p>Mr Walker advised that the production of the annual report is now being progressed. This year it will be slimmer and completely electronic using a Smart PDF with a reduced page content. The content will be under “themes” rather than the traditional areas or departments. There will be a cost for the development of the PDF, however it will be significantly less than the previous paper copies.</p> <p>ACTION: Mr Walker to produce an exit strategy paper for Safer Central for the next FPG meeting.</p> <p>ACTION; Mr Walker to give an update to the FPG on the recommendations of the Barker report.</p> <p>Mr Walker stated that resourcing for the Media department is an issue and that there is no capacity to produce C-Speak at present.</p> <p>ACTION; Mr Walker to present proposals for increasing resources in Media to the next FPG</p>	<p>Mr Walker</p> <p>Mr Walker</p> <p>Mr Walker</p>	<p>30.3.09</p> <p>30.3.09</p> <p>30.3.09</p>
FPG 13		ANY OTHER COMPETENT BUSINESS		
FPG 13.1	Force restructuring update	Chief Superintendent MacKenzie provided a verbal update in relation to progress made by the Implementation Team. A paper for consideration of the FPG to be circulated week beginning 27 April 2009.		
FPG 13.2	Sharepoint Implementation	Paper noted.		

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	Date and Time of Next Meeting	Friday 22 nd May at 0930hrs in the Chief Constable's Conference Room		