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**CENTRAL SCOTLAND POLICE
FORCE POLICY GROUP
Tuesday 30 June 2009**

OPEN MINUTE

Ref	Agenda Item	Minute and Action	Action Owner	Target Date
FPG 30/06/09 1.	WELCOME & APOLOGIES	Present: CC Smith, DCC MacLeod, ACC Mauger, T/CS Samson, CS MacKenzie, Mr Walker (joined the meeting @ 1100), Mr Noble, Ms Inglis (minutes) Apologies: Mr Shearer, Mr Gow deputised.		
FPG 30/06/09 2.	PREVIOUS MINUTE & ACTION LOG	The draft minute & action list following the 22 nd May 2009 FPG had been circulated to FPG members.		
FPG 30/06/09 3.1	OPENING REMARKS: Central Scotland JPB	<p>CC Smith reported a positive meeting with the JPB 26/6/09. Board members were pleased with the performance of the Force over the last year and pride should be taken in what had been achieved in terms of service delivery and performance. In addition, indications are that Community Policing, Public Protection, Organised Crime and Workforce Modernisation are in a strong place for the coming year.</p> <p>However, challenging times in terms of future budget are forecast.</p> <p>The volume of work that will be generated for the Force by JPB BVR2 for 2010/2011 was noted.</p> <p>Positive feedback had been received from HMI in regard to recent thematics, which had been achieved during a time of significant change within the Force.</p> <p>CC Smith took the opportunity to remind FPG members of the need to deliver on the staff survey which had been promised to the Force following the Force Conference. DCC MacLeod noted that options for this survey were almost ready for the CC's consideration.</p>		

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FPG 30/06/09 3.2	OPENING REMARKS: ACPOS Council	The next ACPOS Council is scheduled for 6 th July 2009. DCC MacLeod will attend to represent CC Smith.												
FPG 30/06/09 3.3	OPENING REMARKS: National Issues - Unison Report	The Unison report 'Civilianisation of Police in Scotland' had been circulated to FPG members. Supt Buist has reviewed the report in the context of 'Vision 2010' and a paper has been submitted to CS MacKenzie. This report to be circulated to FPG members for consideration prior to next FPG meeting.												
		ACTION: CS MacKenzie to circulate Supt Buist's report on 'Civilianisation of Police in Scotland' prior to the next FPG meeting.	CS MacKenzie	Next FPG.										
FPG 30/06/09 4.1	FORCE STRATEGY: Force Priorities 1-5	<p>The CSP Vision: 'One Year Update to the Force Strategic Plan' had been favourably received by the JPB. CC Smith indicated that he would like FPG members to take ownership of the Priorities contained within the Vision document as follows:-</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">1. Delivering Safer & Stronger Communities</td> <td>CS Crime & SO</td> </tr> <tr> <td>2. Growing Community Policing & Increasing Engagement</td> <td>CS CP</td> </tr> <tr> <td>3. Building Community planning & Sustainable Partnerships</td> <td>ACC</td> </tr> <tr> <td>4. Modernising our Service & Reinvesting Efficiency Savings</td> <td>Dir Finance</td> </tr> <tr> <td>5. Developing our People & Becoming an Employer of Choice</td> <td>Head of HRD</td> </tr> </table> <p>It was suggested that Priority Owners should provide updates on a 6 weekly basis with a more substantial update on a quarterly basis. The FPG Agenda to be amended to include these updates. Priority Owners to meet to design a suitable template for updates prior to next FPG meeting, CI McLeod also to attend this meeting.</p> <p>CC Smith sought reassurance that the Vision document would be distributed as soon as possible. Mr Walker advised that this was in hand.</p>	1. Delivering Safer & Stronger Communities	CS Crime & SO	2. Growing Community Policing & Increasing Engagement	CS CP	3. Building Community planning & Sustainable Partnerships	ACC	4. Modernising our Service & Reinvesting Efficiency Savings	Dir Finance	5. Developing our People & Becoming an Employer of Choice	Head of HRD		
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		ACTION: Ms Inglis to amend the FPG agenda to include updates on the 5 Force Priorities.	Ms Inglis	Next FPG.										

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		ACTION: CS x 2, ACC, Dir Finance, Head of HRD & CI McLeod to meet to design suitable template for Force Priority Updates at future FPG meetings.	CS x 2 ACC Mauger Mr Shearer Mr Noble CI McLeod	Prior to next FPG.
FPG 30/06/09 4.2	FORCE STRATEGY: SPPF	<p>The quarterly SPPF submission is not yet due therefore no papers were circulated in regard to this item.</p> <p>Joint force performance reporting was discussed. DCC MacLeod & ACC Mauger to prepare a paper in advance of the next FPG meeting which considers opportunities for joint exception reporting, combining output from the FPIB and Ops Monthly Performance Meeting.</p>		
		ACTION: DCC & ACC to prepare a paper which considers joint exception reporting for force performance prior to next FPG meeting.	DCC MacLeod ACC Mauger	Next FPG.
FPG 30/06/09 5.1	GOVERNANCE: Corporate Risk Register	<p>Update papers were circulated in regard to the Strategic T&CG Risk Register and the Corporate Risk Register. An internal audit has been carried out in regard to the force risk register. No major issues have been highlighted in the resulting report, the JPB BV&A sub committee have been sighted. This report to be shared at the next FPG meeting.</p>		
		ACTION: Internal Audit Report of the Force Risk Register to be shared at the next FPG meeting.	Mr Shearer	Next FPG.
FPG 30/06/09 5.2	GOVERNANCE: Programme Board Update	<p>DCC MacLeod provided a verbal update in regard to the Force Programme Board and also the Force IM Board. Spend has been agreed in regard to Business Objects and COGNOS software (£30K) which should make a significant difference to Force IT systems performance.</p> <p>Work within Force to deliver SCOPE/PDR was reported as on track for 2/9/09. However, a 2 / 3 month slippage has been predicted on SCOPE delivery nationally.</p>		

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FPG 30/06/09 5.3	GOVERNANCE: Professional Standards	A paper had been circulated in regard to the 'Management of Information held on users Home Directories' for the consideration of FPG members. It was agreed that the recommendations within the paper should be progressed. It was suggested that there may be merit in liaising with Strathclyde who have already undergone a similar exercise in regard to the appropriate use of home directories.		
		ACTION: DCC MacLeod to advise CI McLeod to progress recommendations outlined within the 'Management of Information held on users Home Directories' paper.	DCC MacLeod	
		A PSD report had been circulated providing statistics in regard to Complaints and Conduct and also FOI Requests. Complaints were noted as trending upwards by 23%, though it is anticipated that the recent decision, agreed with the PCCS, not to include speeding Fixed Penalty Notices issued to police officers in complaints stats should bring the figures down. DCC MacLeod reported that all outstanding hearings had been dealt with, noting his desire to avoid progressing future incidents to misconduct hearings, instead adopting the regulation 6 process as a more appropriate route. Following discussion in regard to complaints figures, it was agreed that CI McLeod should discuss 'use of force' instances with Mr Noble.		
		ACTION: Mr Noble to discuss 'use of force' figures with CI McLeod.	Mr Noble	
FPG 30/06/09 6.1	FINANCE & PHYSICAL RESOURCES: Revenue Budget	Overtime reports had been circulated for both Police Officers and Police Staff. An 18% underspend in police overtime was noted, which was partly attributed to the lack of major incidents thus far in the year. However, overtime required to provide adequate coverage within the Custody Suite was noted as an issue. CS Samson is currently reviewing a report on hours worked within this area, this report will be circulated to FPG in due course.		

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		<p>The transition to SCOPE may raise difficulties in the way overtime information is gathered, though steps are being taking to ensure no loss of reporting functionality.</p>		
		<p>ACTION: CS Samson to share report on hours worked within the Custody Suite.</p>	CS Samson	
		<p>A paper was tabled in regard to proposed devolved budget allocations for 2009/10. It is hoped that this will give heads of departments a clearer view of where resources actually are and also foster a greater sense of responsibility. It was stressed that this devolvement would be in a presentational context only; the current model in regard to authority would remain as is.</p> <p>The paper outlined proposed non employee allocations for 2009/10 for FPG consideration; these allocations seek to close identified gaps to ensure attainment of the 3 year plan. The annual inflation award had been the main mechanism to close such gaps in previous years, however, the inflation award for this year has been absorbed by the huge increase in energy costs.</p> <p>CC Smith requested further discussion with Mr Shearer on his return from AL to further his understanding of the proposed devolvement of budgets. It was agreed that the devolved budget model should be progressed, pending any potential issues identified by CC Smith & Mr Shearer.</p> <p>Mr Gow agreed to look at the reporting format for budgets for use by Area Commanders. Mr Gow was also tasked with providing a breakdown of medical fees for last year.</p>		
		<p>ACTION: CC Smith to discuss this year / next years budget with Mr Shearer on return from AL.</p>	CC Smith Mr Shearer	Prior to next FPG.
		<p>ACTION: Mr Gow to provide a breakdown of medical costs.</p>	Mr Gow	

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FPG 30/06/09 6.2	FINANCE & PHYSICAL RESOURCES: Capital Budget	No paper.		
FPG 30/06/09 6.3	FINANCE & PHYSICAL RESOURCES: Property & Vehicles	A paper had been circulated in regard to the Regeneration Project.		
FPG 30/06/09 7.1	HUMAN RESOURCES: Establishment	A paper had been circulated detailing staffing resources, attendance management and latest status in regard to civilianisation of posts. The discrepancy in absence figures reported by CARM and SCOPE was highlighted as an issue which would need to be rectified for SPPF reporting.		
		ACTION: Mr Noble to investigate discrepancy between CARM and SCOPE absence figures and take corrective action.	Mr Noble	
FPG 30/06/09 8.	OPERATIONAL OVERVIEW	ACC Mauger provided a verbal update in terms of work and initiatives currently ongoing within Operations. Climate Camp was noted as a potential strain on resources, work is ongoing to prepare for this. A favourable position was reported in terms of performance. Group 2 Crime was noted as an issue though historical reporting is thought to be the cause. ACC Mauger was tasked with considering the High Risk Offenders report, circulated by SWIA, HMICS and HMIP. Mr Mauger to consider the contents from a Force perspective and advise implications for next FPG meeting.		
		ACTION: ACC Mauger to consider High Risk Offenders report and advise implications to CSP for next FPG meeting.	ACC Mauger	Next FPG.

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FPG 30/06/09 9.1 / 9.2	COMMUNITY POLICING: Scottish Community Policing Engagement Principles	<p>An update paper had been circulated in regard to Community Policing Engagement Principles following discussion @ May FPG. The paper detailed recommendations for FPG consideration. It was agreed that the recommendations should be progressed, including the drafting of a CSP policing pledge for FPG consideration.</p> <p>The sharing of the CP Review via the Force internet has not been possible thus far, however, planned upgrades to the Force website will solve this issue and CP information should be published as soon as practicable.</p> <p>Methods of engaging with communities were discussed. It was suggested that discussion with ACC Barker (Fife) in regard to social technology networking sites / PPI might be beneficial. Mr Walker suggested he submit a paper re: social networking for FPG information / interest.</p> <p>Thanks were noted to Insp Blair for his work thus far.</p>		
		ACTION: CS Samson to progress CP Engagement recommendations, including the drafting of a CSP Policing Pledge.	CS Samson	Next FPG.
		ACTION: Mr Walker to prepare a paper re: social networking for FPG information.	Mr Walker	
FPG 30/06/09 9.3	COMMUNITY POLICING: ASIST Training	A business case had been circulated for FPG consideration in regard to Suicide Awareness and Intervention Training. Following discussion it was unanimously agreed that this training should not be progressed, in view of the significant operational abstraction costs and the absence of a persuasive business case. If required, awareness of suicide risk/intervention could be incorporated into the existing officer training provision.		
FPG 30/06/09 9.4	COMMUNITY POLICING: Community Traffic Wardens Review	The 'Review of Community Traffic Wardens' paper published April 2009 had been circulated. The paper contained a list of recommendations and also options to address the issues identified with the current CTW model. Following discussion it was agreed that Option D should be taken forward. Supt Price to prepare an implementation plan to include timescales and explore options for supervisory posts.		

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		<p>Discussion also took place around the 'community Traffic Warden' title, however, restrictions in law prevent any changes to the title of the role.</p> <p>The Police Federation should be kept in the loop.</p>		
		ACTION: CS Samson to task Supt Price with progressing Option D of the CTW Review paper.	CS Samson	
FPG 30/06/09 10.1	CRIME & SPECIALIST OPERATIONS: Resource & Demand Management	A paper had been circulated in regard to Resource & Demand Management.		
FPG 30/06/09 10.2	CRIME & SPECIALIST OPERATIONS: Crime Management Services	<p>A paper had been circulated in regard to Crime Management Services.</p> <p>Discussion took place in regard to backfilling the role of CI Rennie following her successful interview with HMI. HRD cannot resource running an Inspector/CI process at this time, the possibility of an acting rank in the interim to be discussed offtable.</p>		
		ACTION: CS MacKenzie & Mr Noble to discuss options to backfill DCI PPU position. Suggestions to be proposed for CC Smiths consideration.	CS MacKenzie Mr Noble	
FPG 30/06/09 10.1	CRIME & SPECIALIST OPERATIONS: Specialist Operations	<p>Papers had been circulated in regard to Support Services, Emergencies & Events Planning, and Roads Policing Unit.</p> <p>CC Smith noted the recent correspondence received in regard to a review of the emergency services' ability to deal with all forms of water rescue. Consultation with stakeholders has been undertaken and CSP are required to respond to the questions set out by the SG Water Rescue Capability Review Team.</p> <p>DCC MacLeod, ACC Mauger, CS MacKenzie and Supt Buist to meet to discuss this consultation with the waterside dock @ Grangemouth in mind.</p>		

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		ACTION: DCC MacLeod, ACC Mauger, CS MacKenzie and Supt Buist to meet to discuss the SG consultation document re: Review of Scotland's Water Rescue Capability.	DCC MacLeod ACC Mauger CS MacKenzie Supt Buist	Due to SG by 31 Jul.
FPG 30/06/09 11	CORPORATE COMMS: Internal & External	<p>Mr Walker provided a verbal update in regard to ongoing work within Corporate Communications.</p> <p>The Annual Report has been produced, also the Vision brochure, both will be circulated shortly.</p> <p>Work is underway in the preparation of a business case for additional resource and the production of the next edition of C Speak.</p> <p>Communication activity in the Siddique trial, Knife Crime Campaign and Climate Camp is anticipated over the coming weeks.</p> <p>CC Smith also requested that a communication in regard to the staff survey be made as soon as possible.</p>		
		ACTION: Mr Walker to circulate a force wide communication in regard to the forthcoming staff survey.	Mr Walker	ASAP
FPG 30/06/09 12.	AOCB	There were no items raised under AOB.		
FPG 30/06/09 13.	DATE OF NEXT MEETING	The date for the next Force Policy Group is 12 th August 2009.		