



**Central Scotland Police**  
Together for safer communities

Contents may be seen by:	<b>Force Policy Group</b>	
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Date Created: <b>25 July 2008</b>	Telephone:	<b>O1786 456000</b>

## FORCE POLICY GROUP

**DATE:** 24 July 2008

**LOCATION:** Chief Constable's Conference Room Police HQ

**CHAIR:** Deputy Chief Constable

**Present:**

Name	Designation	Key Role
Iain MacLeod	Deputy Chief Constable	Chair
Allan Gow	Finance & Resources	
Graham Noble	Head of Human Resources	
Gordon Mackenzie	Chief Superintendent	
Andrew Barker	Chief Superintendent	
Gordon Samson	T/ Chief Superintendent	
Audrey McLeod	Chief Inspector	Minutes

**Minutes:**

**1. WELCOME & APOLOGIES**

The Deputy Chief Constable opened the meeting and welcomed all attendees. Apologies were received from the Chief Constable, Roddy Shearer and the T/ACC. Mr Shearer was represented by Mr Gow.

**2. MATTERS ARISING**

- Nil

**3. UPDATED ACTION LIST**

Updates were provided for the Force Policy Group Outstanding Action List as follows;

**PROTECTIVELY MARKED**

- **1(1) (18.3.08) Sharepoint.** Chief Supt Barker reported that a meeting has been scheduled to drive this work forward.
- **6a.(18.3.08) Single Outcome Agreements.** Chief Supt Samson gave an update and reported that the Single Outcome Agreements have been progressed in all three area commands and the Force is ahead of most Scottish Forces in this respect.
- **1(1) (10.6.08) Complete.**
- **5(a)(1) (10.6.08) Force Organisational Structure.** The handover of Emergencies Planning was completed on 1<sup>st</sup> July.
- **6(d) (10.6.08) Capital Plan ;** Ongoing
- **6(e) (10.6.08) Revenue Budget;** This is an item in its own right.
- **7(k)(1); (10.6.08)** Chief Supt MacKenzie reported that an initial overview of the work done by the Offender Management Unit, specifically to identify any immediate risk areas, had been done and work was now ongoing for a full review. The initial overview has shown that all required work is up to date in relation to offender management. There is a new risk assessment matrix which involves reassessment of all offenders in the system. About 25% of those on the system have been done and an extra member of staff has been drafted in to assist in progressing the outstanding 75% (total is approximately 200).

#### 4. PAPERS FOR DECISION

- None tabled. (see AOCB)

#### 5. PAPERS FOR DISCUSSION / INFORMATION

##### a. Force Organisational Structure – T/ACC Penman

Following decisions at the last meeting an updated structure was circulated. It was agreed that it required to be amended to show a direct link between Chief Superintendent Crime and Specialist Operations and the ACC.

<b>ACTION;</b> <b>5a</b>	T/ACC Penman to change the Force organisational chart to make this more apparent.
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##### b. Firearms Commanders; Training Records.

Paper approved.

### c. Travel Plans

It was agreed that Chief Superintendent Barker would take ownership of the "Travel Plan." It was suggested that he could consider establishing a short life working group to consider various activities involved in the Travel Plan.

<b>ACTION;</b> <b>5c</b>	Chief Superintendent Barker to create a Force Travel Plan.
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## 6. STANDING ITEMS

### a. Community Planning / Antisocial Behaviour

Paper was noted. Chief Superintendent Samson reported that the weekend policing plan has now been updated and will be scrutinised each weekend by the on duty Chief Inspector.

### b. Force Performance – Crime Statistics

The paper was noted. Ch Supt Samson produced the most recent set of crime statistics. He reported that the number of outstanding named suspects were higher than usual and were being targeted through the tactical process. The increase is primarily attributable to the work being carried out by the PCU in Falkirk.

### c. Force Performance Framework

Contents of the paper were noted.

### d. Capital Plan

Contents of the paper were noted. Mr Gow also gave a detailed explanation of where the funding for the refurbishment programme was coming from. Considerable funding has been used over the past two years to improve the fleet and as such the fleet is relatively young. Fleet management can therefore operate with a reduced budget for the next two years and maintain standards. It was proposed to reduce the fleet budget by £65k this financial year and £100k in the next financial year. This redeployment of funds was agreed by the Force Policy Group.

### e. Revenue Budget

The paper was discussed. The early year-end projection is that the budget is very tight. A number of risks have been identified and the Force Executive have been briefed on these risks. Chief Supt Samson advised that he had made Area Commanders aware of the situation and the need to carefully arrange overtime. It was agreed that a finance paper detailing the risks will be prepared for the Joint Police Board in September.

### f. Regeneration

The paper was noted.

**PROTECTIVELY MARKED**

**g. Vision 2010**

The paper was noted.

**h. Custody Developments**

Chief Superintendent Samson explained the options in the four papers submitted. It was agreed that option 3 was the preferred option and that further work was required to look at the dual role of PCSO/cleaner.

<b>ACTION; 6h(1)</b>	Chief Superintendent Samson to arrange for Inspector Jones to liaise with HRD and the Finance Department and prepare a proposal for the role of PCSO with responsibility for cleaning.
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<b>ACTION; 6h(2)</b>	Chief Superintendent Samson/ Mr Gow to submit proposals to the next Force Policy Group meeting regarding the funding of Option 3 through the support staff review.
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**7. UPDATE PAPERS – EXCEPTION REPORTING**

**a. Diversity**

Paper was noted.

**b. Road Policing, Support Services & Emergency Planning**

Paper was noted.

The DCC commented that the UWSU is in need of a new vehicle and it was his intention to look at some form of sponsorship over the coming months.

Chief Superintendent MacKenzie updated the FPG regarding the replacement for the Dog Section Sergeant. Further discussions will be required.

**c. Police Overtime**

Covered under Revenue Budget

**d. Strategic Development**

Paper was noted. Superintendent Douglas is currently carrying out a review of the structure of the department.

**e. ICT Unit**

Paper was noted.

**f. Human Resources**

The paper was noted. Mr Noble briefed the FPG regarding the issues with the national PDR system and the difficulties being encountered. He reported that the CSP Inspector, who has been working on the PDR project at the SPC for the last 4 years, is due to return to Force in September. The SCOPE system in Force is being upgraded to allow the PDR system to operate. Mr Noble will update the FPG with progress.

Mr Noble reported that the 22 new recruits from the funding from the Scottish Government are now all in post.

He also advised that the Job Evaluation Project has encountered problems with Unison. This is a common problem nationally. HR will prepare an exception report for the Business Change Programme Board.

**g. Force Programme Board**

Contents of the paper were noted. The Platform Project was not included in the paper and Chief Superintendent Barker gave a verbal update. He advised that there are contractual problems with the timetable and although we are ready in Force, there are problems nationally. Further discussions are scheduled to take place at the Programme Board.

**h. Professional Standards Department**

(1) Contents of the paper were noted.

(2) Proposed changes to the Vexatious and Repetitious Complainer's Policy approved.

(3) Paper noted.

<b>ACTION 7(h)</b>	Chief Superintendent Barker to advise Supt Dewar to make staff aware that speeding offences, on and off duty, will now be recorded as complaints.
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**i. Resource & Demand Management**

Contents of the paper were noted.

Chief Superintendent MacKenzie advised that one FCCC Dispatcher had recently retired and although the post had been advertised to other officers there had been no interest shown. Seven of these posts are already police staff posts and there was a desire to remove police officers from these roles.

Agreed that the post should now be advertised as a police staff post.

**j. Crime Management Services**

Contents of the paper were noted.

**k. Criminal Justice Project**

**PROTECTIVELY MARKED**

Contents of the paper were noted.

Chief Superintendent MacKenzie reported that the Force is one of the top performers nationally across all the set measures in criminal justice.

He advised the FPG that problems were being encountered with District Court disposals not being properly recorded and that this was a recognised risk for all Scottish Forces. The issue is primarily an IT issue and it has been raised with the SPSA.

#### **I. Force Property Board**

Contents of the paper were discussed. Mr Gow sought approval from the FPG for the outline plan for the refurbishment programme. Approval was given for Mr Gow to go ahead and draw up a detailed plan of refurbishment over the next three years. The DCC will be the Project Sponsor.

The refurbishments were considered to be an opportunity to improve working environs, become more environmentally friendly and meet with the strategic goal of being “an employer of choice”.

<b>ACTION; 7(I)</b>	Mr Gow to produced a detailed three year refurbishment plan, with options appraisals for the various parts of the refurbishments, to be considered through the Force Programme Board.
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It was agreed that the normal maintenance of the estate would continue to be managed and prioritised through the Property Board.

#### **m. Communications & Marketing**

Contents of the paper were noted.

Chief Superintendent Barker advised that there were resilience and capacity issues for Media and Marketing and as such a bid for further staffing will be submitted shortly.

### **8. PAPERS FOR NOTING**

Nil

### **9. ANY OTHER COMPETENT BUSINESS**

#### **a. Independent Review of Policing.**

Chief Superintendent Barker circulated a paper prepared by Superintendent Douglas in response to the Independent Review of Policing. The paper outlines the list of proposed areas and the relevant member of staff with responsibility.

The list was approved and the proposals contained within the paper were also approved.

It was agreed that once the information was on the database it would regularly be provided to the Joint Police Board as part of their function in the Independent Review of Policing.

**b. Tri-Force Dedicated Source Unit – Rosyth.**

The DCC advised the FPG that the tri-force MOU has now been signed.

**c. Detective Superintendent Interviews.**

The interviews for the Detective Superintendent's post have been delayed. This has been done due to the level of operational work all three candidates are involved in at present. All were in agreement for the delay. A date will be organised by Mr Noble in due course.

**10. DATE OF NEXT MEETING**

0900hrs on Tuesday 2<sup>nd</sup> September 2008 - Chief Constable's Conference Room.