

MINUTE of MEETING of **TAYSIDE JOINT POLICE BOARD** held in the Town and County Hall, Forfar on Monday 12 March 2012 at 10.00 am.

Present: Councillors IAN MACKINTOSH, ARCHIBALD MACLELLAN, DAVID BOWES, MOHAMMAD ASIF, ANDY DAWSON, ELIZABETH FORDYCE, ROBERT MYLES, BOB BAND, LEWIS SIMPSON, ALEXANDER STEWART, PAUL VALENTINE, SANDY WEST and HELEN WRIGHT.

Councillor MACKINTOSH, Convener, in the Chair.

1. **APOLOGIES/SUBSTITUTES**

Apologies for absence were intimated on behalf of Bailie George Regan, Councillors Peter Mulheron, Christina Roberts, David Scott and Mark Salmond, with Councillor Band substituting for Councillor Scott.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

3. **MINUTES**

(a) **Previous Meeting**

The minute of meeting of the Board of 30 January 2012 was submitted, approved as a correct record and signed by the Convener.

(b) **Personnel Sub-Committee**

The minute of meeting of the Personnel Sub-Committee of 20 February 2012 was submitted and noted (**APPENDIX I**).

(c) **Complaints Sub-Committee**

The minute of meeting of the Complaints Sub-Committee of 20 February 2012 was submitted and noted (**APPENDIX II**).

(d) **Finance Sub-Committee**

The minute of meeting of the Finance Sub-Committee of 12 December 2011 was submitted and noted (**APPENDIX III**).

In accordance with the provisions of Standing Order 12 (ii), the Convener advised the Board that he considered the following item as a matter of urgency as this would be the last Board meeting before the consultation period was concluded.

4. **PROPOSED ABOLITION OF PRISON VISITING COMMITTEES**

Mr Neil Powrie, Chair of the Association of Prison Visiting Committees and Mr Bruce Logan, Vice-Chair of the Association of Prison Visiting Committees gave a joint presentation to the Board setting out the background to the decision taken by the Justice Secretary that Prison Visiting Committees would be discontinued and replaced with an Independent Advocacy Service for prisoners. Mr Powrie and Mr Logan indicated that since the announcement, the Association of Prison Visiting Committees had strived to bring to the attention of appropriate stakeholders what they saw as the consequences of removing independent monitoring from Scotland's prisons.

Support was sought from the Board in writing to the Justice Minister seeking the continuation of Prison Visiting Committees as the means of independent monitoring of Scotland's prisons.

COUNCILLOR MACKINTOSH, SECONDED BY COUNCILLOR MYLES, MOVED THAT THE CLERK WRITE TO THE JUSTICE MINISTER EXPRESSING THE CONCERNS OF THE BOARD REGARDING THE DECISION TO ABOLISH VISITING COMMITTEES AND SEEKING FURTHER CLARIFICATION ON THEIR FUTURE.

Councillor Valentine, seconded by Councillor West, moved as an amendment, that the Board make no comment at this stage until the Board had the opportunity to assess both sides of the issue.

On a vote being taken, the members voted:-

For the motion:-

Councillors Mackintosh, MacLellan, Asif, Dawson, Myles, Simpson, Stewart and Wright (8).

For the amendment:-

Councillors Bowes, Fordyce, Band, Valentine and West (5).

The motion was declared carried and the Board resolved accordingly.

5. 2012/2013 REVENUE BUDGET UPDATE

With reference to Article 5 of the minute of meeting of the Board of 30 January 2012, there was submitted Joint Report No PB 23/12 by the Chief Constable and the Treasurer, proposing adjustments to the 2012/2013 Revenue Budget aimed at mitigating the requirement to use part of the Board's general reserve to meet any shortfall in Voluntary Redundancy/Early Retirement savings.

The Report indicated that the projected application of budget adjustments as detailed in para 4.7 of the Report would improve the Board's General Reserve position by £542,000 (£702,000 less the £160,000 estimated Voluntary Redundancy/Early Retirement costs). However, given these further budget reductions carried risk it was considered prudent to monitor the financial position during 2012/13 before committing use of the Board's reserves further. The adjustments to the budget and use of the General Reserves would have a neutral effect overall and therefore would mean no change to the requisition levels of the constituent councils.

The Board agreed:-

- (i) to note the outcome of the work undertaken by the Chief Constable and Treasurer to mitigate the requirement to use part of the Board's General Reserve to meet any shortfall in Voluntary Redundancy/Early Retirement savings;
- (ii) to approve the proposed budget adjustments, totalling £720,000 to the 2012/2013 revenue budget as detailed in the Report;
- (iii) to approve the revised 2012/2013 revenue budget as set out in Appendix A to the Report and the revised General Reserve Strategy as per table 1 in the Report; and
- (iv) to note that progress towards achieving the projected savings would be reported to the Finance Sub-Committee in accordance with the usual revenue monitoring procedures.

6. TREASURY MANAGEMENT STRATEGY STATEMENT 2012/2013

With reference to Article 8 of the minute of meeting of the Corporate Governance Sub-Committee of 5 March 2012, there was submitted Report No PB 19/12 by the Treasurer seeking approval of the proposed Treasury Management Strategy and the Annual Investment Strategy for Angus Council in 2012/2013, which incorporated the Treasury Management Strategy for Tayside Joint Police Board.

The Report indicated that production of a Treasury Management Strategy Statement for the forthcoming financial year was a requirement of the Treasury Management in the Public Services Code of Practice issued by the Chartered Institute of Public Finance and Accountancy.

The Board agreed:-

- (i) to note the proposed Angus Council Treasury Management Strategy and the Annual Investment Strategy for 2012/2013, attached as Appendix A to the Report;
- (ii) to approve the application of the Angus Council Treasury Management Strategy and the Annual Investment Strategy for the Board during the financial year 2012/2013;
- (iii) to approve the Treasury Indicators, as set out in tables 2 and 3 of Appendix B to the Report; and
- (iv) to adopt the revised Treasury Management Policy Statement and note the requirements of the CIPFA Code of Practice Key Principles and Clauses, all as detailed in Appendix A to the Report.

7. TRANSFORMING TAYSIDE (FIT FOR THE FUTURE)

With reference to Article 8 of the minute of meeting of the Board of 30 January 2012, there was submitted Report No PB 24/12 by the Chief Constable providing members with an update on the progress of activity being carried out by the Force within the Transforming Tayside (Fit for the Future) Programme, including the Force Realignment Process and an update on the Early Retirement/Voluntary Retirement Scheme.

The Report also apprised members of the work underway on National Police Reform and the Scottish Government proposals to pilot future working arrangements under Pathfinder projects.

The Board agreed:-

- (i) to note the progress being made on Force realignment;
- (ii) to note the position of the Force on the Voluntary Redundancy and Early Retirement Scheme;
- (iii) to note the work underway in the formation of a National Police Service; and
- (iv) to note the Force and Board's participation in the Scottish Government's Pathfinder project.

8. TAYSIDE POLICING PLAN 2011/14

With reference to Article 9 of the minute of meeting of the Board of 30 January 2012, there was submitted Report No PB 25/12 by the Chief Constable providing members with an opportunity to review outputs in relation to the current Policing Plan and approve its fitness for purpose for the year beginning April 2012.

The Report also included references to common themes and outputs following the review of the Divisional Policing Plans and Departmental Business Plans in November 2012 and advised members that the next review of the Divisional Departmental Plans was scheduled to take place late February/early March 2012.

The Board agreed to approve the Tayside Policing Plan 2011/14 as fit for purpose for continuation to the fiscal year beginning April 2012.

9. TAYSIDE POLICE PERFORMANCE 1 APRIL 2011 TO 31 JANUARY 2012

With reference to Article 10 of the minute of meeting of the Board of 2 June 2011, there was submitted Report No PB 26/12 by the Chief Constable updating members on the most recent performance results for the period 1 April 2011 to 31 January 2012; customer satisfaction in relation to Tayside Police Standards of Service and public perception of Tayside as a safe place to live.

It was noted that a full performance report was available on the Force's website on a monthly basis detailing performance results (including survey results) at division (council) and section (community) levels. It was also noted that by the end of January 2012, the Force had achieved 14 out of 20 key performance indicator targets with a further three having the potential to be achieved by the end of the fiscal year with the remainder unlikely to be achieved.

The Board agreed:-

- (i) to note the performance results of Tayside Police in the ten months into the reporting year; and
- (ii) to note the most recent survey results with respect to standards of service; and
- (iii) to note the recent results with respect to public perception of Tayside as a safe place to live and work.

10. ICT PLAN 2011/2012 - ACHIEVEMENTS

With reference to Article 10 of the minute of meeting of the Corporate Governance Sub-Committee of 5 March 2012, there was submitted Report No PB 27/12 by the Chief Constable providing members with a summary of achievements from year one of the Information Communication Technology Plan (ICT) 2011-14.

The Report indicated the five objectives covered:-

- Infrastructure
- Public Facing Services
- Efficiency
- National Convergence
- Asset Management

The Board agreed to note the summary of the achievements of the objectives from year one of the ICT Plan for 2011/14.

11. HUMAN RESOURCES DEPARTMENT BUSINESS PLAN 2012/2013

There was submitted Report No PB 28/12 by the Chief Constable providing members with the 2012/2013 Human Resources Department Business Plan for their consideration.

The Report indicated that the HR Business Plan had been prepared to ensure that the HR service to be delivered to the Force continued to be prioritised in the light of reducing resources, ongoing financial pressures and business needs. The Plan also took into consideration the realignment programme within the Force and the demands placed upon the Force by the national restructuring of the police service in Scotland.

The Board agreed:-

- (i) to note the terms of the Human Resources Department Business Plan for 2012/2013 as part of its overall governance arrangements; and
- (ii) to record their appreciation to all members of staff involved for their efforts and professional behaviour at a time of significant change.

12. FORCE TRAINING PLAN 2012/2013

With reference to Article 7 of the minute of meeting of the Board of 27 June 2011, there was submitted Report No PB 29/12 by the Chief Constable appending a copy of the Force Training Plan for 2012/2013.

The Training Plan had been developed to support the delivery of the Learning and Development Strategy for 2011/2014 and the Force Policing Plan Community Priorities for 2011/2014. The Report indicated that during 2012/2013 it was projected that Tayside Police officers and staff would attend a total of 25,458 days training between the SPC and in-force. This was an increase of 2,039 days (8%) over the previous year's estimate of 23,419.

The Board agreed to note the terms of the Force Training Plan 2012/2013, as part of its overall governance arrangements.

13. OPERATIONAL POLICING UPDATE

With reference to Article 12 of the minute of meeting of the Board of 30 January 2012, there was submitted Report No PB 30/12 by the Chief Constable providing members with an overview of operational matters of interest since the last meeting of the Board.

The Report contained details of:-

- proceeds of crime
- drug seizures
- reducing violent crime
- domestic abuse
- reducing crime
- repeat callers
- reducing anti-social behaviour
- reducing youth offending
- reducing racial offending
- reducing street prostitution
- reducing missing people workstream
- community engagement reassurance
- roads policing
- road safety education
- Tayside Safety Camera Partnership

The Board agreed to note the terms of the Report.

14. VARIATION OF AGENCY AGREEMENT

There was submitted Report No PB 31/12 by the Clerk advising members of a variation to the Agency Agreement entered into between all eight Police authorities and the Scottish Police Services Authority for the provision of ICT support services.

The Report indicated that the Agency Agreement was scheduled to terminate on 31 March 2012 and in view of the proposed reform to policing across Scotland, it was both expedient and essential to extend the Agency Agreement for a further year.

The Board agreed to note and homologate the decision of the Clerk to extend the Agency Agreement with the Scottish Police Services Authority for a period of one year from 31 March 2012 to 31 March 2013.

15. EXCLUSION OF PUBLIC AND PRESS

The Board agreed that the public and press be excluded from the meeting during consideration of the following items of business in order to avoid the possible disclosure of information which was exempt in terms of Part 1 of Schedule 7(A) to the Local Government (Scotland) Act 1973, paragraphs 8, 9 and 14.

16. BUILDING MANAGEMENT SYSTEM AND REPLACEMENT HEATING CONTROLS – TENDER AWARD

There was submitted Report No PB 32/12 by the Chief Constable advising the Board of the outcome of a tendering exercise carried out in relation to installing a Building Management System (BMS) and replacement heating controls at Police Headquarters in Dundee and recommending the acceptance of the most economically advantageous tender received in this respect.

The Board agreed:-

- (i) to note the outcome of the tendering exercise for awarding the contract to install a BMS and replacement heating controls at Police Headquarters in Dundee; and
- (ii) to approve the award of the contract based on the most economically advantageous tender to Taylor & Fraser Ltd.

17. CORPORATE RISK REGISTER – ANNUAL REVIEW

With reference to Article 15 of the minute of meeting of the Board of 7 March 2011, there was submitted Report No PB 33/12 by the Chief Constable providing members with an annual update on the current Corporate Risk Register and detailing the work of the Risk Management Sub-Group.

The Board agreed:-

- (i) to note and endorse the control measures and action plans in place to mitigate any potential impact;
- (ii) to endorse the work undertaken by the Risk Sub-Group with regard to the management of risk across the Force; and
- (iii) to endorse the changes to the Risk Identification Form and associated guidance as detailed in Appendix B to the Report which had streamlined the process around the identification and subsequent management and reporting of risk and which had also improved individuals' understanding of risk as it applied to their role within the organisation.

18. SOCIAL MEDIA UPDATE

There was submitted Report No PB 34/12 by the Chief Constable providing members with an overview of the Depute Chief Constable's role as the UK Police Lead for digital and social media in policing.

The Board agreed to note the terms of the Report.

19. OPERATIONAL POLICING UPDATE - PART 2

There was submitted and noted Report No PB 35/12 by the Chief Constable providing members with an update on operational matters of interest since the last meeting of the Board, which were not made publicly available.

The Report gave details of:-

- fatal road traffic collisions
- registered sex offenders
- serious organised crime groups
- counter terrorism
- murders
- attempted murders
- professional standards.

20. VALEDICTORY

As this was the last meeting of the Board to be held prior to the local Government elections in May 2012, the Convener expressed sincere thanks and appreciation to all members, staff of the Force Executive, the Chief Constable, Depute Chief Constable and Assistant Chief Constable, the Treasurer and Clerk for their support and dedication during his term of office.

