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GRAMPIAN JOINT POLICE BOARD

To: Councillor Greig, Convener; and Councillors Al-Kowarri, Bell, Collie, Cox, Dunbar, Farquharson, Hendry, McGillivray, McKail, Mair, Penny, Shepherd, K Stewart and Webster.

Town House, ABERDEEN
13th May 2011

GRAMPIAN JOINT POLICE BOARD

Members of the **GRAMPIAN JOINT POLICE BOARD** are requested to meet on **FRIDAY, 20TH MAY 2011 at 10.00 am** in **COMMITTEE ROOM 2, TOWN HOUSE, ABERDEEN**

JANE G. MACEACHRAN
CLERK TO THE BOARD

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- 2 Minute of Board Meeting - 4th March 2011 (Pages 1 - 10)
- 3 Minute of Special Board Meeting - 18th March 2011 (Pages 11 - 18)
- 4 Matters Arising
- 5 Minute of Grampian Joint Police Board Complaints Sub Committee Meeting of 13th December 2010 - For Information (Pages 19 - 22)
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- 11 Reorganisation of Estate in Aberdeen to support Local Policing Teams (LPTs) - Report from the Chief Constable (Pages 77 - 80)
- 12 Police Property Disposals - Report from the Chief Constable (Pages 81 - 82)
- 13 Force Contracts and Sponsorship - Report from the Chief Constable (Pages 83 - 90)
- 14 Grampian Gypsy / Travellers Summit - Summit Report - Report from the Depute Clerk (Pages 91 - 124)
- 15 Independent Custody Visiting Scheme - Update Report - Report from the Depute Clerk (Pages 125 - 126)

NOT FOR PUBLICATION

- 16 Operational Update - Verbal Report from the Chief Constable
- 17 Chief Officer Performance Development Reviews - Report from the Depute Clerk
 - a) Overview Report – Report from the Depute Clerk (Pages 127 – 129)
 - b) Chief Constable’s PDR – Report from the Depute Clerk (Pages 130 – 138)

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Should you require any further information about this agenda, please contact Fiona Smith 01224 522516 or e-mail fismith@aberdeencity.gov.uk

GRAMPIAN JOINT POLICE BOARD

Committee Room 5, Woodhill House, Aberdeen, 4th March 2011 - Minute of Meeting of GRAMPIAN JOINT POLICE BOARD.

Present:-

- Councillor Greig, Convener
- Councillor Hendry, Vice Convener
- Councillor Shepherd, Vice Convener
- Councillor Al-Kowarri
- Councillor Bell
- Councillor Dunbar
- Councillor Farquharson
- Councillor Fleming (as substitute for Councillor Howie)
- Councillor Mair
- Councillor McKail
- Councillor Penny
- Councillor K Stewart
- Councillor Webster
- Councillor Young (as substitute for Councillor Collie)

In Attendance:-

- Mr Colin McKerracher, Chief Constable, Grampian Police
- Mr John McNab, Deputy Chief Constable, Grampian Police
- Mr Colin Menzies, Assistant Chief Constable, Grampian Police
- Mr Billy Gordon, Assistant Chief Constable, Grampian Police
- Ms Karen Williams, Director of Corporate Services, Grampian Police
- Inspector Michael Thompson, Staff Officer, Grampian Police
- Mr Gary Black, Senior Accountant, Grampian Police
- Mr Ian Robbie, External Auditor, Henderson & Loggie
- Ms Karlyn Watt, External Auditor, Henderson & Loggie
- Mr Barry Jenkins, Treasurer
- Ms Karen Donnelly, Depute Clerk
- Ms Fiona Smith, Policy & Advice Officer, Aberdeen City Council
- Ms Karen Riddoch, Committee Services Officer, Aberdeen City Council

INTRODUCTORY REMARKS

The Convener welcomed all Members to the meeting. He noted that Councillor McGillivray was not present at the meeting as his wife had recently passed away following a long illness. The Board resolved to pass on condolences to Cllr McGillivray and his family following this bereavement.

The Depute Clerk advised the Board that there was to be a restructuring of duties within the Clerks Office. Karen Riddoch is to take on responsibility for the Committee Services part of the Clerking function, namely agenda production and minute taking, as she is a professional Committee Services Officer. Karen Riddoch was in attendance to

observe the Board Meeting on this occasion. It is hoped that this change in remit will free up additional staff time to undertake more policy and development work in order to provide an enhanced service to the Board.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillor Collie, Councillor Howie, Councillor McGillivray, Mr Gary Craig, Deputy Director of Corporate Services, Grampian Police and Mrs Jane MacEachran, Clerk.

MINUTE OF GRAMPIAN JOINT POLICE BOARD MEETING OF 12TH NOVEMBER 2010

2. The Board had before it and approved as a correct record, the Minute of the Board Meeting of 12th November 2010.

The Board Resolved:

To approve the Minute.

MINUTE OF GRAMPIAN JOINT POLICE BOARD BUDGET MEETING OF 21ST JANUARY 2011

3. The Board had before it and approved as a correct record, the Minute of the Board Budget Meeting of 21st January 2011.

The Board Resolved:

To approve the Minute.

MATTERS ARISING

4. Item 7 (12th November 2010): Councillor McKail requested an update with respect to Forensics provision in Grampian. Assistant Chief Constable Billy Gordon advised that the SPSA are currently discussing the future shape of local provision with Grampian Police and he would revert to the Board with an update in due course.

MINUTE OF GRAMPIAN JOINT POLICE BOARD COMPLAINTS SUB COMMITTEE MEETING OF 7TH JUNE 2010

5. The Board had before it and noted for information the Minute of the Complaints Sub Committee Meeting of 7th June 2010.

The Board Resolved:

To note the Minute.

MINUTE OF GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB COMMITTEE MEETING OF 7TH JUNE 2010

6. The Board had before it and noted for information the Minute of the Stewardship Sub Committee Meeting of 7th June 2010.

The Board Resolved:

To note the Minute.

UPDATED BUSINESS STATEMENT

7. The Board had before it the updated Board Business Statement dated 4th March 2011. The Depute Clerk provided a verbal update with respect to the statement as follows:

- 09/18: The Depute Clerk advised that the Stewardship Sub Committee and Internal Auditor are to consider the status of this draft Audit Report as it has been superseded by the Best Value Audit & Inspection Report.
- 10/07: A report on this item will be presented to the next meeting of the Board.
- 10/08: An update report with respect to this summit is on the agenda for this Board Meeting.
- 10/09: The Chief Constable advised that discussions are on-going at national level regarding the policing jurisdiction in the North Sea. A report to the Board on this issue will be presented in due course.
- 10/10: The Board Development Working Group met just prior to the Board Meeting. An update report regarding Board development actions is on the agenda for this Board Meeting.
- 10/11: The Board Development Working Group met just prior to the Board Meeting. An update report regarding Board development actions is on the agenda for this Board Meeting.
- 11/01: A letter to the Scottish Policing Board and a letter to the Grampian Criminal Justice Board were sent on 24th February 2011. Responses to both letters are awaited and will be reported to the Board once received.

11/02: A date for the Budget Sub Group to meet early in the new financial year is presently being identified..

The Board Resolved:

To note the updated Business Statement

REVENUE EXPENDITURE MONITORING REPORT – 31ST JANUARY 2011

8. The Board had before it a report from the Chief Constable and the Treasurer that presented the Revenue Budget Monitoring Report for the period to 31st January 2011.

The Treasurer introduced the Report which detailed that the Force is projecting an under spend of approximately £1.707m against an approved net revenue budget of £115.663m. The vast majority of this under spend has been generated through the on-going recruitment freeze and a reduction in both Police Officer and Police Staff numbers. The report advised of the forecast figure for Police Officer numbers which sits at 1,563 at 31st March 2011. Finally, the report advised that the forecasts indicate an increase in reserves at the end of the financial year to £3,282m which is being planned in order to assist with the 2011/12 budget.

Councillor McKail sought clarification on officer numbers and if the 1,563 reported was officers or the full time equivalent figure. The Chief Constable advised that this was the actual officer numbers, the full time equivalent figure is slightly lower. The Chief Constable confirmed that the focus for officer deployment was in the Local Policing Teams and that the Force is attempting to ensure that officer strength in these remain strong by, if necessary, reducing officer numbers in other areas.

Councillor McKail further sought information regarding what procurement initiatives have been used by the Force. The Director of Corporate Services advised that these initiatives included entering into procurement contracts jointly with government, other Forces and Local Authorities where possible.

Councillor Young requested details of the number of officers in Force as at 1st March 2011 and details of the number of Police Staff in Force at this time. The Chief Constable advised that the number of Officers peaked at 1,607 and had reduced as recruitment is currently suspended. With respect to Police Staff numbers, the Chief Constable advised that this had been at a maximum level of 830 however was expected to fall to 720 through a voluntary severance scheme and a recruitment freeze. The Chief Constable further advised that, although staff numbers are reducing, the Force is making all possible efforts to minimise the negative impact of these on service levels through robust risk assessment processes.

Councillor K Stewart congratulated the Force on the opening of the Police Office at Manor Park School, reporting that local people are happy to see a police presence in the heart of the community.

Councillor K Stewart also noted that the number of Officers is vastly increased from the level in place when he first joined the Police Board when it was 1,050. This increase is due to vast efforts being made.

The Convener noted that the reported under spend levels are welcomed, as they will place the Force in a better position moving forward into the new financial year. However, he also noted concerns that the number of Officers and Police Staff are falling and noted the potential difficulties that this may cause in future years.

The Board Resolved:

To note the Report

CAPITAL BUDGET MONITORING – 31ST JANUARY 2011

9. The Board had before it a report from the Chief Constable and the Treasurer to update the Board on the progress of the 2010/11 Capital Plan, provide an updated projected outturn for the year and highlight any changes since the last Board report.

The Treasurer introduced the report and advised that the total budget allocated within the Forces Capital Plan for 2010/11 is £3.026m. The removal of the budget for the new Force Headquarters in the current financial year has had a significant impact upon the Capital Plan. As such, the Board agreed to carry forward £1.134m of Capital Grant funding from 2010/11 into 2011/12. The report recommended that the Board increase the Carry Forward amount to £1.234m to take account of grant funding requirements. Assistance is being sought from the three constituent authorities to operate the appropriate mechanism to support this carry forward.

Councillor K Stewart noted that the carry forward of under spend in Capital was dependent on the agreement of the constituent authorities and expressed his concern that, in future years, those authorities may not be willing to agree to this. Although existing arrangements will ensure that this is not the case, it is important that the Board ensure that it remains aware of any changes in the future which may alter this. The Treasurer confirmed that he would ensure to report any likely changes to current arrangements to the Board.

The Board Resolved:

- To note the Report
- To approve the carry forward of £1.234m of Capital Grant from 2010/11 into 2011/12, by the Constituent Authorities.

BEST VALUE AUDIT AND INSPECTION REPORT

10. The Board had before it a report from the Chief Constable and Depute Clerk which invited the Board to consider the terms of the Report prepared by Audit Scotland and Her Majesty's Inspector of Constabulary for Scotland (HMICS) following a joint audit and inspection of the Board and Grampian police, which measured compliance with the requirements of Best Value.

The Depute Clerk to the Board introduced the reports advising that the Board are required to consider the Audit Scotland report within three months of its publication. The Depute Clerk noted that the report evidenced an overall positive view of the Board, stating that the Board demonstrates many of the elements of Best Value. The areas of improvement identified for the Board are those which the Board were aware of, including the outstanding implementation of a Custody Visiting Scheme. In respect of the Force, the report is also positive and the Force is praised in many areas.

The Board were required to submit a public notice indicating when the Board would consider the findings of the report. This notice was published in the Press & Journal on Thursday 24th February 2011. The Clerks Office and the Force have drafted a template for the Improvement Plan arising from the reports recommendations. Due to the limited time between the reports publication at this Board Meeting the Depute Clerk advised that the Improvement Plan is not yet fully populated, therefore the Board are invited to agree the template and instruct the Chief Constable and the Clerk to submit the final draft Improvement Plan for consideration by the Board at the next Board Meeting.

Finally, the report recommended that monitoring of progress towards achieving the implementation of the Improvement Plan should be remitted to the Stewardship Sub Committee in line with the remit of that body.

The Chief Constable noted that Grampian Police and Grampian Joint Police Board should take great encouragement from the outcome of the Best Value Audit as it evidences that the Board operates effectively and that the Force operate well in ensuring positive service delivery. The Chief Constable remarked upon his disappointment of the local media coverage when the report was published as it focused on only one or two more negative aspects rather than on the vast majority of the report which is positive. Finally the Chief Constable expressed the delight of the Force at the outcome of the audit process and confirmed that the Force would pick up on the relevant learning points arising from it.

The Convener noted that the external scrutiny of the Best Value process of both the Board and the Force is welcomed and that the report provides very clear evidence of the effectiveness of the Force and Board. The Convener noted the areas identified as requiring improvement noting that these are welcomed and pick up on many areas already identified by the Board. Overall the report is extremely positive and demonstrates that the people of Grampian are well served by Grampian police.

Councillor K Stewart noted his satisfaction with the thoroughness of the Audit process and noted that the overall positive report provides welcome input on areas for improvement. Councillor Stewart stated his belief that the Grampian Police approach to recording complaints is correct and ensures that all complaints are recorded with learning opportunities from these therefore maximised.

Councillor Young agreed with Councillor K Stewart and wished to record his congratulations to the Force and the Board.

Councillor Webster noted that she had been apprehensive of the audit process however has welcomed the opportunity it provided for detailed examination of the Board and its ways of working. The positive outcome will enable the Board to develop further and is also welcomed. Councillor Webster concurred with the Chief Constables disappointment regarding the local media coverage and wished to congratulate all involved in the Audit process.

Councillor Farquharson also noted the overall positive report as an excellent outcome and stated that the outcomes noted provided much for the Force and the Board to be proud of.

The Board Resolved:

- To note that the Board had fully considered the Best Value Audit & Inspection Report of Grampian Joint Police Board and Grampian Police
- To approve the template for the Joint Improvement Plan and to instruct the Chief Constable and Depute Clerk to submit the final draft Improvement Plan to the next Board Meeting for consideration.
- To remit the role of monitoring progress towards achieving the Joint Improvement Plan to the Stewardship Sub Committee and to instruct Officers to submit regular update reports to that Sub Committee with a final report to be submitted to the Board once all of the improvement actions are implemented.

FORCE QUARTER THREE PERFORMANCE REPORT 2010/11

11. The Board had before it a report from the Chief Constable which summarised the Forces performance during Quarter 3 2010/11.

The Deputy Chief Constable introduced the report and advised that the report again shows a positive report despite the challenges in respect to resources which the Force are facing. The Deputy Chief Constable advised the Board that, due to the calendar of Board Meetings, the report summarised both the quarter two and quarter three performance figures. The Deputy Chief Constable provided an overview of the report and highlighted a number of areas for information.

Councillor Webster noted that forensics capabilities and CCTV analysis are crucial to assisting officers in detecting criminals and asked if recent changes in the provision of these services had impacted upon the Force. The Deputy Chief Constable advised that no adverse impact had been noted as yet; however output in these areas will continue to be monitored.

Councillor McKail noted the targets stated within the report regarding reductions in road casualty figures and requested further information on how these targets will be achieved. The Chief Constable advised that efforts to reduce road casualties include activities at both national and local level including advertising campaigns, road engineering checks amongst a range of others.

The Board Resolved:

To note the report.

BOARD DEVELOPMENT ACTION PLAN

12. The Board had before it a report from the Depute Clerk which provided an update to Members in relation to on-going development initiatives which aim to develop both Members and the efficient workings of the Board. The report further set out a proposed Action Plan for this development which the Board were invited to consider and detailed the finalised role descriptions for Board Members, Board Vice Conveners and Board Convener which the Board were invited to approve.

The Depute Clerk introduced the report and advised that the Board Development Working group had met just prior to the start of the Board Meeting to consider the action plan and the role descriptions set out in the Appendices to the report. Councillor McKail has been elected as Chairperson of the Working Group and the Working Group will schedule its meetings to take place on the day of Board Meetings. The Working Group agreed the addition of two further points in the role description for Board Convener which were noted by the Board.

The Depute Clerk advised that the purpose of the Board Development Action Plan is to bring together all relevant actions in order to assist with Board oversight and governance arrangements. The Stewardship Sub Committee will regularly monitor the Action Plan, in conjunction with the Best Value Improvement Plan.

The Board Resolved:

- To agree the Board Development Action Plan
- To instruct the Depute Clerk to progress the actions within the Board Development Action Plan in conjunction with the Complaints Sub Committee, Stewardship Sub Committee and Board Development Working Group, as appropriate
- To instruct the Depute Clerk to provide regular update reports to the Board for information

- Approve the role descriptions for Board Members, Board Vice Conveners and Board Convener set out in Appendix Two to the report and instruct the Depute Clerk to issue a formal copy to all Members.

GRAMPIAN GYPSY / TRAVELLERS SUMMIT – UPDATE REPORT

13. The Board had before it a report from the Depute Clerk which provided an update of arrangements for the Grampian Gypsy / Travellers Summit.

Ms F Smith introduced the report and advised that it provided details of the planned programme, proposed outcomes and invite list of the Summit following planning for it undertaken by a Summit Steering Group established by Grampian Racial Equality Council (GREC). The report suggested that five Members of the Board be nominated to attend the summit on behalf of the Board.

Following discussion, the Board wished to add an additional desired outcome to those already identified this being that the Summit should increase understanding of the roles and responsibilities of respective agencies and organisations with respect to Gypsy Travellers. In addition, the Board identified Councillors Al-Kowarri, Collie, McKail, Shepherd and K Stewart as its representatives to the Summit.

The Board Resolved:

- To agree that the Grampian Gypsy / Traveller Summit, Building Consensus: A Constructive Way Forward, will take place on Tuesday 5th April 2011 and will be held at Inverurie Town Hall
- To agree that the purpose of the Summit will be to improve relations and ease tensions within the North East community and to seek consensus and support for a fresh approach to identified issues
- To agree the desired outcomes of the Summit with the addition of one further outcome, that the Summit should increase understanding of the roles and responsibilities of respective agencies and organisations with respect to Gypsy Travellers.
- To nominate Cllrs Al-Kowarri, Collie, McKail, Shepherd and K Stewart to attend the Summit on behalf of the Board.

POLICE APPEALS TRIBUNAL

14. The Board had before it a report from the Depute Clerk which advised the Board of an appeal to a Police Appeal Tribunal received by the Registrar and which outlined the process for the appointment of the Tribunal.

The Depute Clerk introduced the report and advised that, following receipt of an appeal to the Police Appeals Tribunal, the report outlined the procedural measures necessary in order to facilitate this process. The report detailed the Members identified as willing to sit on the Tribunal and sought the Board's approval of these appointments. In

addition, the Board require to formally appoint a Registrar and Depute Registrar for the Tribunal in order that necessary arrangements can be made.

The Board Resolved:

- To appoint the Clerk as Registrar to this Police Appeals Tribunal
- To appoint the Depute Clerk as Depute Registrar to this Police Appeals Tribunal
- To appoint Cllr Martin Greig, Mr Andrew Cameron, Mr Calum Laurie and Mr Andrew Young QC to this Police Appeals Tribunal.

EXEMPT INFORMATION

Prior to considering the remaining items of business the Board resolved that in terms of section 50 A (4) of the Local Government (Scotland) Act 1973 that the public be excluded from the meeting during the consideration on the items on the grounds that it was likely, in view of the nature of proceedings, that if members of the public were present during the consideration of these items that there would be a disclosure to them of exempt information as defined in paragraph 1 of part 1 of schedule 7 A of the said Act.

VERBAL UPDATE FROM THE CHIEF CONSTABLE

15. The Chief Constable and Assistant Chief Constables Billy Gordon and Colin Menzies provided a verbal update to Board Members with respect to a range of current operational policing matters.

The Board Resolved:

To note the update

**COUNCILLOR M GREIG
CONVENOR**

GRAMPIAN JOINT POLICE BOARD

Committee Room 2, Town House, Aberdeen, 18th March 2011 - Minute of Meeting of GRAMPIAN JOINT POLICE BOARD.

Present:-

- Councillor Greig, Convener
- Councillor Hendry, Vice Convener
- Councillor Bell
- Councillor Cowling (as substitute for Councillor Al-Kowarri)
- Councillor Dunbar
- Councillor Farquharson
- Councillor Howie
- Councillor Mair
- Councillor McKail
- Councillor Penny
- Councillor K Stewart
- Councillor Webster
- Councillor Young (as substitute for Councillor Collie)

In Attendance:-

- Mr Colin McKerracher, Chief Constable, Grampian Police
- Mr John McNab, Deputy Chief Constable, Grampian Police
- Mr Billy Gordon, Assistant Chief Constable, Grampian Police
- Ms Karen Donnelly, Depute Clerk
- Ms Fiona Smith, Policy & Advice Officer, Aberdeen City Council
- Ms Karen Riddoch, Committee Services Officer, Aberdeen City Council

Mr Christie Smith, Head of Police Division, Scottish Government and Mr Richard Rollison, Police Reform Team, Scottish Government – Present for Item 2 only.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillor Al-Kowarri, Councillor Collie, Councillor McGillivray, Councillor Shepherd, Assistant Chief Constable Colin Menzies, Grampian Police, Ms Karen Williams, Director of Corporate Services, Grampian Police, Mr Gary Craig, Depute Director of Corporate Services, Grampian Police, Mr Ian Robbie, External Auditor, Mr Barry Jenkins, Treasurer to the Board and Ms J MacEachran, Clerk to the Board.

SCOTTISH GOVERNMENT CONSULTATION ON THE FUTURE OF POLICING IN SCOTLAND – PRESENTATION FROM OFFICIALS FROM THE SCOTTISH GOVERNMENT POLICING REFORM TEAM

2. The Convener welcomed Mr Christie Smith and Mr Richard Rollison to the Special Meeting of Grampian Joint Police Board and invited them to address the meeting. Mr Richard Rollison provided the presentation which provided an overview of the Sustainable Policing Project which is being progressed on behalf of the Scottish Government and the Scottish Policing Board. The purpose of the Sustainable Policing Project is to develop a range of rigorously appraised options for further cost savings which will enable frontline policing outcome to be sustained in future years in the face of reduced funding levels.

Mr Rollison advised that a report on the Sustainable Policing Project is to be considered by the Scottish Policing Board at its meeting on 21st March 2011 and the content of this report would be published shortly thereafter. This report would provide further information on the operational and budgetary impacts of each of the options for the future structure of policing in Scotland.

The Scottish Government consultation process on the Future of Policing in Scotland is being run in parallel to the work of the Sustainable Policing Project. The purpose of the consultation is to take stock of the existing structure of policing in Scotland, which has been in place for over 35 years, and to respond to new threats and a changing world. The consultation also seeks to ensure that there is an increase of focus towards outcomes for communities and partnership working across policing in Scotland.

Mr Rollison further highlighted the financial challenges facing the public sector in general and the Police Service in particular. He stated that these challenges make the status quo unsustainable and therefore the question of how best to address these is necessary.

The purpose of any reform of the structure of policing in Scotland will be on improving services and ensuring that outcomes are delivered. Policing should become even more responsive to local priorities and ensure that links with the community planning process and with Single Outcome Agreements is enhanced. In addition, the Scottish Government want to ensure equality of access to the range of specialist services across the Police Service and wants to improve local and national accountability.

Finally, Mr Rollison provided an overview of the consultation process, indicating that the formal consultation process will last for 12 weeks closing on 5th May 2011. The consultation documents outlines three broad options for the future structure of policing in Scotland. Mr Rollison advised that the Scottish Government believe that there is a strong argument in favour of a single Scottish police force, however recognises concerns relating particularly to accountability and centralisation exist, and therefore the Scottish Government have not reached a final position on its favoured option. The timescale of the consultation means that it will be for the administration which will be in place following the 2011 Scottish Parliament Elections to determine how to progress this matter.

Thereafter followed a question and answer session where Board Members were invited to seek clarification from Mr Smith and Mr Rollison on any relevant issues.

Councillor McKail sought further information regarding access to specialist police resources, particularly on the current position and where any existing weaknesses are.

Mr Smith advised that there is varying capacity within Scottish police forces which include one of the largest in Britain and 4 of the smallest. A range of initiatives including the SCDEA and collaboration agreements have been implemented to seek to address these but it is believed that there is a better way to do this. Mr Smith provided the example of the terrorist attack on Glasgow Airport where Strathclyde Police had required to use resources from all other Scottish Police Forces to respond effectively.

Councillor Hendry noted that the existing Mutual Aid policy appears to work well in cases such as the Glasgow Airport attack where Forces have to draw resources from other Forces. In addition, Councillor Hendry sought clarification on whether the decision on the future structure of policing in Scotland was already in place notwithstanding what the outcome of the consultation process may be.

Mr Smith advised that, although the Cabinet Secretary for Justice is clear that the arguments in favour of a Single Scottish Police Force are stronger, he has not yet made a final decision in favour of any one option. Mr Smith also advised that, should any change to structure be agreed, the required legislative process will mean that there will be a minimum timeframe for implementation of at least two years. This will ensure that there remains time to resolve any outstanding issues of concern.

Councillor Bell sought further information regarding local accountability and how this would be in place in a Single Scottish Police Force. Mr Smith advised that these details have not yet been set out and would be developed in line with the outcome of the decision making process.

Councillor Bell further queried how uniformity would be achieved across all of Scotland if a Single Scottish Police Force was established. Mr Smith advised that the Scottish Government recognise that Scotland is a diverse nation with very different needs and demands across the country, therefore uniformity of service provision is not being sought, rather equality of access to national resources and enhanced local policing are the aims.

Councillor Webster noted that the consultation document made very little reference to the Sustainable Policing Project and provided very little detailed information on the pros and cons of each options. In her view the consultation document including much in the was on emotive statements rather than factual details and this would hamper and cloud the outcome. Mr Smith advised that the current Scottish Government wished to commence a broad national debate on the future of policing prior to the end of its parliamentary terms. The detailed evidence would be made available following the Scottish Policing Board the next week.

Councillor Young stated his belief that the Scottish Government were correct to be examining the current structures of policing in Scotland, however he noted a perceived bias within the document towards the central belt. Councillor Young sought further information as to whether funding for policing in the North East would remain within the North East. Mr Smith acknowledged that this concern had been raised by each Police Board outwith the central belt area and noted that the situation with respect to funding would depend on the final decision reached and is still subject to debate.

Councillor Farquharson also noted his concerns regarding the content of the consultation document noting that it provided no benchmarking information and appeared to be superficial.

Mr Smith advised that the focus of any change in structure would be on ensuring continuous improvement and that the detailed information on options would follow after it was considered by the Scottish Policing Board.

Councillor K Stewart noted that the issue of funding is key, in particular the historic liabilities borne by the Board with respect to Police Pensions. Mr Smith advised that the pensions liability was now directly met by the Scottish Government and this would not change in any new structure.

Councillor Greig sought further information on how local priorities would continue to be addressed in any new structure. Mr Smith advised that none of the models specify how policing will be done locally as this will not be imposed. There will always be opportunities to tailor service provision to local need.

Councillor McKail sought further information regarding the impact of any change in structure on the number of Police Officers. Mr Smith noted that there has remained an upward trend in police officer number over recent years and that each structural options targets maximising the number of officers on the front line.

Councillor McKail further sought information on how a single police force would function in respect of the relationship with the Scottish Government and how such a force would structure its management team. Mr Smith advised that there has been no work done regarding the design of the management and that this would follow in due course.

Councillor Bell queried how a Chief Constable would be appointed in a Single Scottish Police Force. Mr Smith advised that there would still be a Police Board appointed and that it would manage this process. He further advised that a number of countries operate a single police service and that the Scottish Government are confident that such a structure could operate well in Scotland.

There being no more questions, the Board expressed its thanks to Mr Smith and Mr Rollison for their input into the meeting and thereafter they left the meeting.

The Board Resolved:

To note the presentation provided.

FUTURE OF POLICING IN SCOTLAND – CONSIDERATION OF BOARD RESPONSE TO CONSULTATION

3. The Board had before it a report from the Depute Clerk which sought to advise Members of the publication of the Scottish Government Consultation on the Future of Policing in Scotland, to highlight the consultation timetable and invited the Board to consider the response it wished to make.

The Depute Clerk introduced the report and summarised the process processed for the preparation of the Board response. Thereafter the Convener invited Board Members to contribute to the Board response.

Councillor K Stewart highlighted that the Board response should be a rounded one which details the views of all Board Members. He expresses his aspiration as a Board Member has always been to maximise the number of Police Officers in Grampian in addition to ensuring there is proper resources to support the solving of crime. Cllr Stewart noted that in protecting the front line, Police Officers must be placed before boundaries if this was in the best interests of the public. However, Cllr Stewart also noted that, if the structure of policing is to change, as much as possible should be done to protect the North East, including pressing for the Headquarters of such a Force to be based within the North East. Cllr Stewart believes the Scottish Government are correct in seeking the views of Scotland towards the future of the police service, rather than avoiding the issue at the end of its term. In addition, Cllr Stewart noted that this consultation process would dovetail into the work of the Christie Commission and he welcomed this position.

Councillor K Stewart noted that his personal preference would be for a single Local Authority to cover the Grampian Area and include the police service, fire service, valuation board and Health service within this. This would ensure true democratic accountability and maximise the potential efficiency savings available. However, being realistic, Cllr Stewart noted that this was unlikely to occur, and therefore his preference would be for a Single Scottish Police Force being established with the retention of the maximum number of officers locally and with the retention of local accountability. Councillor Stewart closed by remarking that without a change to the structure, Grampian would see a decrease in Police Officer numbers, which he does not want to see.

Councillor Young noted his agreement with the majority of Councillor K Stewart remarks. He stated his view that the future structure of the police service should not be a political debate but should be a debate on what would provide the highest quality of service to the public. The public are only interested in being safe regardless of the

structure which exists and this should be the priority. Councillor Young noted that his preference would be for an Aberdeen Police Force to be in place, however in being realistic, Cllr Young recognised that a Single Scottish Force would be the best option.

Councillor Cowling noted that the consultation document provides no details regarding potential cost savings and service impacts. He also noted that the structure of the Police Service in Grampian has not been static for the past 35 years, rather it has constantly adapted to changing local needs. Councillor Cowling noted that he is minded to support the retention of existing structures or to move to a regionalised structure as this would maximise improvements in service delivery locally.

Councillor McKail noted that he would not support a move to a Single Scottish Force. This position was as such a structure would diminish local accountability and mean that there would be no local control of resources. Cllr McKail noted that the Headquarters of any Single Scottish Force would, more than likely, be within the central belt and therefore the North East would lose out.

Councillor McKail further noted that a Single Scottish Police Force would increase the likelihood of political influence on operational policing which would not be in the best interests of all communities. In recognising the financial challenges facing the public sector Cllr McKail noted that regionalisation could be a workable solution as it would reflect the individual identities of separate areas of Scotland.

Councillor McKail further noted that Grampian should be incredibly proud of the Best Value Audit & Inspection outcomes and work to further improve services building from that rather than focusing on changing structures.

Councillor Farquaharson noted that his preference would be for a regionalised structure to be developed. He recognised the need for efficiencies but expressed the view that there is an optimum size for any organisation and that bigger is not always better. Councillor Farquaharson noted that the North East already loses out to the central belt in respect of funding and resources and therefore a single force would not best serve this area.

Councillor Dunbar noted her support to the comments of Councillor K Stewart and Councillor Young. The status quo is not an option given the present economic climate and front line service delivery should be prioritised over structures and the location of the Force hierarchy. Cllr Dunbar believes that the liaison between local communities and locally based Inspectors would still operate regardless of the structure and this should be the priority.

Councillor Webster stated that there presently was no evidence presented that a single Scottish Police Force would provide a better service to communities and that the current consultation document was superficial. The North East has always lost out to the central belt with respect to the fair distribution of resources, and should the North East lose its own police service, this would be detrimental. Cllr Webster noted that

centralisation of services is not always better and that smaller organisations can often get better results, as evidenced in the Grampian Best Value Audit & Inspection report.

Councillor Webster further noted that the costs of restructuring the police service would be immense and cannot be afforded at this time. The focus should be on improving collaboration between current Forces and tackling any barriers which presently hinder this.

Councillor Hendry noted that, should a single Scottish force be in place, the North East would lose out to a central belt bias and this would adversely affect Grampian. Any change, if necessary, should be towards a more regionalised structure based around the 5 major cities in Scotland.

Councillor Bell noted that there was presently insufficient information available to enable an informed debate on the future structure of policing to take place. The priority of any structure should be on local accountability and control.

Councillor Greig noted his concerns also regarding the lack of evidence available to support the options detailed in the consultation papers. The consequences of each structure for local communities require to be fully assessed and understood prior to any decision being made. Councillor Greig noted that the Best Value Audit & Inspection report evidences that Grampian Police is a well performing force and that the Board is effective in holding the Chief Constable to account. Cllr Greig noted that the Board have made many efforts over many years to lobby for a fair deal for the North East and that recent centralisation, such as the formation of the SPSA, has not been beneficial to the North East. At present, Cllr Greig noted that he could not make an informed decision based on the lack of information available but that the priority in any decision should be on enhancing service delivery to communities.

The Depute Clerk advised that the views of all Members had been recorded and would be included within the draft Board response to the consultation.

The Board Resolved:

- To instruct the Depute Clerk to prepare a draft response to the Scottish Government Consultation on the Future of Policing in Scotland which incorporates the views of all Board Members and to circulate this draft response to Board Members via e-mail for comment prior to its submission.

**COUNCILLOR M GREIG
CONVENOR**

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GRAMPIAN JOINT POLICE BOARD

COMPLAINTS SUB-COMMITTEE

ABERDEEN, Monday 13th December 2010 – Minute of meeting of **GRAMPIAN JOINT POLICE BOARD, COMPLAINTS SUB-COMMITTEE.**

Present:- Councillor Greig, Convenor, Councillor Dunbar, Councillor Hendry and Councillor Leadbitter (as substitute for Councillor Shepherd).

In Attendance:- Deputy Chief Constable John McNab, Grampian Police, Superintendent Colin Brown, Grampian Police and Ms F Smith, Representing the Depute Clerk to the Board.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillors Bell, McKail and Shepherd, Jane MacEachran, Clerk to the Board and Karen Donnelly, Depute Clerk to the Board.

MINUTE OF PREVIOUS MEETING OF GJPB COMPLAINTS SUB-COMMITTEE OF 7TH JUNE 2010.

2. The Sub-Committee had before it and approved as a correct record, the Minute of meeting of the Grampian Joint Police Board Complaints Sub-Committee meeting of 7th June 2010.

The Sub Committee Resolved:

To approve the minute.

MATTERS ARISING

3. Item 3: With respect to the request made at the last meeting for the Sub Committee to be provided with statistics on the total number of complainers alongside the total number of complaints received, the Deputy Chief Constable advised that consideration was still being given to the best way in which to present this information in order that it provides the Sub Committee with the context it was seeking alongside ensuring that complaint figures were reported with clarity and consistency by the Force. Further discussions on this matter, along with discussions with PCCS on methods for dealing with persistent complainers, are on-going and the outcome of these will be reported to the Sub Committee in due course.

The Sub Committee resolved:

To note the matters arising.

QUARTERLY REPORT ADVISING NUMBER OF COMPLAINTS AGAINST THE POLICE – QUARTER 2 - 1ST JULY 2010 – 30TH SEPTEMBER 2010.

4. The Sub-Committee had before it a report by the Chief Constable, providing members with an update on the number of complaints made against Grampian Police for the period 1st July to 30th September 2010.

Deputy Chief Constable John McNab introduced the report and advised that, in respect of the volume of complaints received in the three month period from 1st July to 30th September 2010, there was a decrease from the last quarter and a decrease in comparison with the same quarter last year. Table 1 detailed that 143 complaints were received by the Force, giving rise to 194 on duty allegations and 7 off duty allegations. Action was taken in relation to 34 allegations.

Mr McNab went on to advise that the most common type of allegation made in this quarter was Irregularity in Procedure (69 allegations) followed by Incivility (33 allegations). Mr McNab noted that this quarter saw a decrease in complaints received, which was welcome given the rises seen in previous quarters, however he also noted that Grampian Police have higher levels of complaints than some other Forces.

Table 2 summarised Quality of Service complaints received by the Force and put these figures into context. 42 Quality of Service complaints were received during the period 1st July to 30th September 2010, the equivalent of 0.77 complaints per 10,000 population. During this same period, 84 letters of appreciation were received by the Force which compares to 92 for the corresponding period in 2009/10.

The report stated that the national target for completion of minor non-criminal and quality of service complaints is 56 days. The aim is to achieve this 85% of the time in the quarter in question, 81% of cases were concluded in 56 days.

Criminal and serious non-criminal cases require more complex investigation and the target for criminal cases fully reported to the Area Procurator Fiscal is within 126 days of receipt of the complaint. In the quarter in question, 3 cases were reported which were all within this timescale.

The Sub-Committee resolved:-

To note the contents of the report.

ON-GOING DEVELOPMENT OF COMPLAINTS SUB COMMITTEE

5. The sub-committee had before them a paper from the Clerk which sought its approval of actions proposed to address the on-going development of the Complaints Sub Committee in line with previous Grampian Joint Police Board decisions.

Ms F Smith introduced the report and advised that, following review of the GJPB Standing Orders, the terms of reference of the Sub Committee were amended. Given this development, now is an opportune time for the Sub Committee to give consideration to any changes which are required to existing ways of working in order to better support the Sub Committee in fulfilling its role. In addition, the Sub Committee are required to give consideration to the contents of a Board Complaints Policy and to issues arising from on-going development activities of the Board.

As such, the report proposed that the Sub Committee hold a half day development session on Friday 4th February 2011. The agenda for this session will be prepared by the Depute Clerk in conjunction with relevant officers at Grampian Police.

The Sub-Committee resolved;-

- (i) To instruct the Clerk to organise a half day development session during the morning of Friday 4th February 2011 and to liaise with relevant parties to develop an appropriate format for this session.
- (ii) To otherwise note the report

EXEMPT INFORMATION

Prior to considering the remaining items of business the Board resolved that in terms of Section 50A (4) of the Local Government (Scotland) Act 1973 that the public be excluded from the meeting during the consideration on the items on the grounds that it was likely in view of the nature of proceedings that if members of the public were present during the consideration of these items that there would be a disclosure to them of exempt information as defined in paragraph 1 of part 1 of Schedule 7A of the said Act.

REPORT PROVIDING A RESUME OF COMPLAINTS AGAINST THE POLICE WHICH HAVE BEEN CONSIDERED BY THE POLICE COMPLAINTS COMMISSIONER FOR SCOTLAND

- 6. The Sub-Committee had before it a report which noted that one complaint handling review had been published by the Police Complaints Commissioner for Scotland (PCCS) since the last meeting.

The Sub-Committee resolved:-

To note the content of the report.

COMPLAINT AGAINST A SENIOR OFFICER

7. Prior to the Sub Committee considering this item, Mr John McNab, Deputy Chief Constable and Superintendent Colin Brown and left the meeting. The Sub Committee had before it a report by the Clerk to the Board summarising an investigation undertaken with respect to a complaint received against a senior officer.

Ms Smith introduced the report and advised the Sub Committee of the remit of the sub committee and the background of the complaint.

Following detailed discussion of the report, the sub-committee unanimously resolved to conclude that it cannot draw a reasonable inference from the complaint that misconduct on behalf of a Senior Officer has been committed.

The Sub-Committee resolved:-

- To conclude that it cannot draw a reasonable inference from the complaint that misconduct on behalf of a Senior Officer has been committed.

COUNCILLOR MARTIN GREIG - Convener

Agenda Item 6

GRAMPIAN JOINT POLICE BOARD

STEWARDSHIP SUB-COMMITTEE

ABERDEEN, Monday 13th December 2010 – Minute of meeting of **GRAMPIAN JOINT POLICE BOARD, STEWARDSHIP SUB-COMMITTEE.**

Present:- Councillor Greig, Convener, Councillor Hendry, Councillor Mair, and Councillor Leadbitter (as Substitute for Councillor Shepherd).

In Attendance:- Ms Karen Williams, Director of Corporate Services, Grampian Police, Mr Iain Robbie, External Audit, Ms Janie Keddie, Internal Audit and Ms Fiona Smith, representing the Depute Clerk.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillor Bell, Councillor Collie, Councillor Shepherd, Deputy Chief Constable John McNab, Mr Gary Craig, Grampian Police, Jane MacEachran, Clerk and Karen Donnelly, Depute Clerk.

MINUTE OF PREVIOUS MEETING OF THE GJPB STEWARDSHIP SUB-COMMITTEE OF 7TH JUNE 2010

2. The Sub-Committee had before it and approved as a correct record, the Minute of the previous Grampian Joint Police Board Sub-Committee meeting of 7th June 2010.

MATTERS ARISING

3. Item12: With respect of the on-going initiatives to tackle inefficiencies within the Criminal Justice System, the Sub Committee requested that a fuller report be provided to the Grampian Joint Police Board to update on this matter.

The Sub Committee Resolved:

To note the matters arising.

CONTINUOUS IMPROVEMENT REPORT

4. The Sub Committee had before it a report by the Chief Constable that provided an update on the work of the Continuous Improvement Unit.

The Director of Corporate Services introduced the report and advised that the CI Unit has recently completed work on Best Value 2; Divisional Crime Management Units and Forensic Support Unit. The report also advised of a new item of work, namely a review of legal documents.

Finally, the report advised that the efficiency savings achieved by Grampian Police for 2010/11 to the end of Quarter 2 amount to £2.753m.

Ms Smith noted that the Clerks office had received a vast amount of assistance from the Continuous Improvement Unit in preparing for the Best Value 2 audit. The Sub Committee wished to record its thanks to all involved for providing this assistance.

The Sub Committee Resolved:

To note the report.

HMICS THEMATIC UPDATE REPORT

5. The Sub-Committee had before it a report by the Chief Constable which provided an update on the progress of implementing previous internal and external recommendations.

The Director of Corporate Services introduced the report and advised that there is one new action plan which relates to the Crime Audit. This plan introduces three recommendations which are relevant to the Police and have been accepted by the Force. Actions have been created to address the recommendations.

It was further reported that the Action Plan arising from the 2009 HMICS Thematic Inspection on Absence Management is now complete.

In respect of the remaining 11 outstanding HMICS Thematic action plans, it was reported that 13 recommendations have been completed in the last quarter, with 26 recommendations on-going.

The Sub Committee resolved:

- To approve the Crime Audit Action Plan
- To endorse the progress to date on the outstanding Action Plans.

REPORT ON THE GJPB SINGLE EQUALITY SCHEME

6. The Sub-Committee had before it a report from the Chief Constable which provided a six monthly update on the ongoing monitoring of the Single Equality Scheme (SES).

The Director of Corporate Services introduced the report and advised that the SES Action Plan contains previously agreed action, in order to improve service delivery by the Force in relation to meeting statutory duties under equalities legislation.

The report advised that progress against the SES Action Plan is monitored on a six-monthly basis by the Force Diversity Group. The report contained the detailed summary report outlining the most recent update.

Sub Committee Members requested an update with respect to arrangements for the Board Seminar regarding Gypsy Travellers in the North East. Ms Smith advised that the Depute Clerk was seeking a meeting with relevant officers to progress this matter and would be providing an update to a future Board Meeting regarding this.

Councillor Greig sought further information with respect to recruitment of BME employees. Ms Williams advised that some progress has been made on this issue, however the on-going freeze in recruitment has halted this recently.

The Sub Committee resolved:

To note the report.

ACTION PLAN UPDATE - AUDIT RECOMMENDATIONS

7. The Sub-Committee had before it a report by Chief Constable which provided an update on the progress of implementing previous internal and external audit recommendations.

The Director of Corporate Services introduced the report and advised that, of the 25 recommendations due to be implemented, 17 have now been completed. Eight recommendations remain outstanding although all now have a date for completion allocated.

Members expressed some concern regarding the length of time a number of the outstanding recommendations have been listed. Ms Williams advised that was due to the nature of some recommendations meaning these take longer to complete. Ms Smith advised that, in connection with the recommendation allocated to the Clerk, a report later on the agenda proposes action to complete these.

The Sub Committee resolved:

To note the progress made to date on audit reports.

INTERNAL AUDIT STATUS UPDATE

8. The Sub-committee had before it a report from the Internal Auditor which provided an overview of the current status of Internal Audit Reviews which formed part of the 2010/11 programme.

Ms Keddie introduced the report and provided a summary with respect to the business areas detailed within it. The internal audit plan for 2010/11 details 6 projects covering a range of business areas for which 92 days have been scheduled.

The Sub Committee resolved;

To note the update position detailed within the report.

INTERNAL AUDIT REPORT – REVIEW OF TRANSPORT

9. The Sub-Committee had before it a report from the External Auditor which presented the results of an Internal Audit review of the Force's Transport Department.

Ms Keddie introduced the report and provided an overview of the operation of the Transport Department and of the audit process. She advised that the review had given rise to 10 recommendations, all of which have actions agreed to address them. There followed a number of queries from Members relating to the outcomes of the Audit and the audit process to which Ms Keddie provided the additional information requested.

The Sub Committee resolved:

To note the Report.

ON-GOING DEVELOPMENT OF STEWARDSHIP SUB COMMITTEE

10. The sub-committee had before them a paper from the Clerk which sought its approval of actions proposed to address the on-going development of the Stewardship Sub Committee in line with previous Grampian Joint Police Board decisions.

Ms F Smith introduced the report and advised that, following review of the GJPB Standing Orders, the terms of reference of the Sub Committee were amended. Given this development, now is an opportune time for the Sub Committee to give consideration to any changes which are required to existing ways of working in order to better support the Sub Committee in fulfilling its role. In addition, the Sub Committee is required to address the recommendations outlined in the Audit Status Report considered earlier on the agenda.

As such, the report proposed that the Sub Committee hold a half day development session on Friday 4th February 2011. The agenda for this session will be prepared by the Depute Clerk in conjunction with relevant officers at Grampian Police and with the Internal and External Auditors.

The Sub-Committee resolved;-

- To instruct the Clerk to organise a half day development session during the afternoon of Friday 4th February 2011 and to liaise with relevant parties to develop an appropriate format for this session.
- To otherwise note the report

EXEMPT INFORMATION

Prior to considering the remaining items of business the Board resolved that in terms of Section 50A (4) of the Local Government (Scotland) Act 1973 that the public be excluded from the meeting during the consideration on the items on the grounds that it was likely in view of the nature of proceedings that if members of the public were present during the

consideration of these items that there would be a disclosure to them of exempt information as defined in paragraph 1 of part 1 of Schedule 7A of the said Act.

INTERNAL AUDIT ANNUAL ASSURANCE STATEMENT 2009/10

11. The Sub committee had before it a report from the Force Internal Auditor which provided the Internal Audit Assurance Statement for 2009/10.

Ms Keddie introduced the report and advised that the Annual Assurance Statement would normally be provided to the September meeting of the Sub Committee, however the cancellation of that meeting prevented this occurring. The report detailed an overall activity summary for the Internal Auditors during 2009/10 and detailed the Annual Assurance Statement which noted that the Internal Auditors consider that the Force generally has an adequate framework of control over the systems examined, subject to the implementation of the recommendations detailed in each report.

The Sub Committee Resolved:

To note the report.

INTERNAL AUDIT REPORT – LOCAL STATION COMPLIANCE

12. The Sub-Committee had before it a report from the External Auditor which presented the results of an Internal Audit review of Local Stations.

Ms Keddie introduced the report and provided an overview of the areas and stations reviewed as part of the audit process. She advised that the review had given rise to 12 recommendations, all of which have actions agreed to address them. There followed a number of queries from Members relating to the outcomes of the Audit and the audit process to which Ms Keddie provided the additional information requested.

The Sub Committee resolved:

To note the Report.

SIGNIFICANT RISK REGISTER SUMMARY

13. The Sub-committee had before it a report from the Chief Constable providing an update on progress made in relation to significant risks and which presented Members with an up-to-date version of the Significant Risk Register.

The Director of Corporate Services introduced the report and highlighted a number of areas within it to Members.

The Sub Committee resolved:

To note the report.

QUARTERLY REVIEW OF FORCE PRIORITY OBJECTIVES

14. The Sub-Committee had before a report by the Chief Constable which provided the Quarter Two Quarterly Review of Force Priority Objectives.

The Director of Corporate Services introduced the report and advised that the quarterly review for quarter two determined that no identified risks have increased, but that they have remained static or decreased. The monitoring and review of these is on-going.

The Sub Committee resolved:

To note the report

DEBTOR WRITE OFFS IN 2010/2011

15. The Sub-Committee had before it a report detailing the invoices which have been raised by the Force but have been subsequently written off with approval of the Deputy Director of Corporate Services.

The Director of Corporate Services introduced the report and advised of those write offs which have taken place since the last report to the Sub Committee. The report also provided further details of outstanding debts analysis which was welcomed by Members.

The Sub Committee resolved:

To note the report.

COUNCILLOR MARTIN GREIG – Convener

GRAMPIAN JOINT POLICE BOARD

BOARD BUSINESS STATEMENT – 20TH May 2011

Number	Minute Reference	Board Decision	Update	Responsible Officer	Date to be Completed	Complete
09/18	6 th November 2009 – Item 12	To note that the Internal Audit Report on the Clerking Function and associated staffing resource issues will be brought before the Board for consideration.	The Best Value Audit Report supersedes the draft Internal Audit Report. In addition, this audit no longer appears on the Internal Audit Plan for Grampian Police therefore the Clerk proposes that this item is closed (27/04/11)	Clerk	Spring 2010	Completed
10/07	2 nd July 2010 – Item 21	To instruct the Clerk, in consultation with the Convener and Vice Conveners, to commence early discussions with the Chief Constable and other Members of the Force Executive with a view to agreeing how the PDR scheme should be applied in the future and to submit an update report to the Board on 10 th September 2010 and to instruct the Clerk to write to the Home Secretary, Scottish Government and PNB in relation to the PDR Scheme	The issue is the subject of discussion at various levels nationally. A verbal update will be provided to the Board. (04/11/10) An update report will be provided to the Board Meeting on 20 th May 2011 (24/02/11) The PDR Sub Group will meet on 13 th May 2011 therefore this report will be circulated as a late report for the Board Meeting.(27/04/11)	Clerk	May 2011	

Agenda Item 7

10/08	10 th September 2010 – Item 4	To instruct the Clerk to revert to a future Board meeting with proposed arrangements for a Summit on Gypsy Travellers in the North East.	The Convener has requested that an external organisation be asked to arrange this seminar – a verbal update will be provided (04/11/10) Following agreement from the Board on 21 st January 2011, GREC have been engaged to progress arrangements for this summit. An update report is on the agenda. (24/02/11) Summit held on 5 th April 2011 – draft Summit report included in report to the Board. (10/05/11)	Clerk	Spring 2011	Complete
10/09	12 th November 2010 – Item 10	To note that the Chief Constable will bring a report to a future meeting of the Board with respect to the policing of the North Sea	Report will follow in due course.	Chief Constable	Late 2011.	
10/10	12 th November 2010 – Item 11	On-going Board Development: To prepare development plans and a training programme for agreement by the Board, to arrange a programme of briefing sessions for the conclusion of every second Board meeting and to develop a Handbook for Board Members.	Board Development Sub Group will next meeting on 1 st July 2011 (27/04/11)	Depute Clerk / Board Development Working Group	Early 2012	

11/01	21 st January 2011 – Item 3	To instruct the Clerk to write to the Scottish Policing Board and to the Grampian Local Criminal Justice Board to urge both bodies to prioritise progress with respect to matters of modernisation of the criminal justice process.	A letter regarding this topic was sent to the Scottish Policing Board and to the Grampian Local Criminal Justice Board on 24 th February 2011. A response is awaited from both Boards (24/02/11). Response has been received from the Grampian Criminal Justice Board – will be discussed with the Board on 20 th May 2011. No response yet received from the Scottish Policing Board (27/04/11)	Depute Clerk	March 2011	
11/02	21 st January 2011 – Item 4	To instruct the GJPB Budget Sub Group to give consideration to the development of a long term financial planning strategy for Grampian Police and to report back to the Board in due course.	A meeting of the GJPB Budget Sub Group is to be arranged to take place at the start of the 2011/12 financial year in order that this matter can be progressed (24/02/11). On-going efforts have thus far failed to identify a suitable date for the Sub Group to meet. A date in July 2011 is now being sought. (10/05/11)	Depute Clerk / Treasurer / Force / Budget Sub Group	End 2011	
11/03	4 th March 2011 – Item 10	To instruct the Chief Constable and Depute Clerk to submit the final draft Best Value Joint	Report on Agenda (11/05/11)	Depute Clerk / Chief Constable	20 th May 2011	Complete

11/04	18 th March 2011 – Item 3	Improvement Plan to the next Board Meeting for consideration.	To instruct the Depute Clerk to prepare a draft response to the Scottish Government Consultation on the Future of Policing in Scotland which incorporates the views of all Board Members and to circulate this draft response to Board Members via e-mail for comment prior to its submission.	Draft response circulated to Member on 27 th April 2011 – a number of comments were received which praised the draft response. As such this response was finalised and submitted on 5 th May 2011 (11/05/11)	Depute Clerk	5 th May 2011	Complete
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GRAMPIAN
P.O.L.I.C.E

Keeping our communities safe

COMMITTEE: GRAMPIAN JOINT POLICE BOARD
DATE: 20 May 2011
TITLE OF REPORT: Revenue Expenditure Monitoring Statement
REPORT NUMBER «ReportNumber»

1. PURPOSE OF REPORT

To present to the Board for its consideration an update on the likely out-turn for 2010-11 and a 2011-12 Revenue Expenditure Monitoring Statement for the period to 30 April 2011.

2. RECOMMENDATION(S)

To consider and note the contents of the report.

3. FINANCIAL IMPLICATIONS

The monitoring statement provides a breakdown of the Force's annual revenue expenditure and associated funding. It outlines the overall budget for the financial year, actual spend to 30 April 2011, and the projected out-turn up to 31 March 2012. The variance identified shows any projected under/overspend comparing the estimated out-turn with the approved budget.

Given the potential reduction to Police funding in future years, the Force is aiming to maximise savings in the current financial year in order to reduce the financial burden in 2012-13 and beyond.

4. SERVICE & COMMUNITY IMPACT

The impact of budget savings on service delivery, both to the communities of the North East in terms of operational effectiveness and to internal customers in terms of Corporate Services, is being monitored via the Scottish Policing Performance Framework (SPPF).

5. OTHER IMPLICATIONS

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6. REPORT

Revenue Budget 2010-11

The out-turn figures for the previous financial year are being finalised but it is still anticipated that the Force will have an underspend of around £2.4m. As noted previously, the aim throughout 2010-11 was to maximise savings in order to reduce the financial burden for this financial year and beyond. The draft out-turn figures will be presented at the next meeting of the Board, although these will still be subject to review by the Force's External Auditors.

The Board will also be presented with a draft set of financial statements relating to 2010-11. As with other public sector organisations, the Force is having to prepare its financial statements for 2010-11 using International Financial Reporting Standards.

As a consequence of this, the Annual Accounts for 2009-10 have been re-stated to provide comparative figures. The adjustments have been reviewed and agreed by the Force's External Auditors. With the introduction of the new accounting rules, the balance on the General Fund has increased by £168,000. This reflects an adjustment for grant balances amounting to £80,000 which were previously carried forward as liabilities, and the reversal of costs relating to Time Off in Lieu totalling £88,000. The revised figures for the financial year 2009-10 will be included within the draft financial statements to be presented to the Board at the next meeting.

As a result, the balance of the General Fund at the start 2010-11 has risen from £1.575m to £1.743m. With the projected underspend in 2010-11 of £2.4m, the General Fund will increase to around £4.1m at 31 March 2011.

Revenue Budget 2011-12

Members will recall that in January 2011 the Board approved a budget for the current financial year which utilised savings carried forward from 2010-11. This was primarily due to the Force having to contend with a reduction in core funding of 2.6%, as well as having to absorb real cost budget pressures of approximately 3.4%. The Force put forward budget savings totalling £5.4m, but recommended that in the short term £0.6m of reserves be used to cover the remaining budget deficit, and this was agreed by the Board.

Since the budget was agreed, the Scottish Government has negotiated a number of changes to Police Officer pay conditions. These changes were implemented from 1 April 2011. The main changes introduced included the introduction of new national on-call and plain clothes allowances for Officers in federated ranks. Linked to this was the removal of the awarding of Special Priority Payments (SPP's) for federated ranks. In addition the Police Negotiating Board (PNB) agreements on Chief Officer and Superintendent bonus payments have been suspended for one year.

The net savings arising from these changes are estimated to be in the region of £850,000. Whilst the projected out-turns have been amended accordingly, the approved Revenue Budget remains unchanged. These savings will allow for the budget to be balanced without the need for reserves of £600,000 and thereafter would result in a budgeted underspend of £250,000.

As in the previous financial year, the Force will continue to identify and implement various forms of Service Reconfiguration, with the intention of generating further efficiencies and cost savings.

If as expected, core funding continues to reduce in future years it is likely that in the short to medium term the Force will need to consider the best way to meet any budget shortfall using reserves, efficiencies or other cuts in the budget.

Reserves

The Board previously agreed a minimum balance on the General Fund, such that it should exceed 1% of total funding, to ensure that there were resources available to meet any significant unplanned operational need, especially in light of the nature and types of risks faced by the Force. Based on the position for 2011-12 outlined above, the balance on the General Fund would rise to approximately £4.4m.

The current forecast position on reserves is as follows:

2011-12	General Fund
	£ million
Opening balance (subject to audit) at 1 April 2011	4.145
Budget overspend	(0.600)
Projected underspend	0.850
Projected closing balance at 31 March 2012	4.395
Minimum balance	1.152
Maximum balance	7.399

Following representation by Forces and recognising the need to make savings in the early years of the budget reductions, the Scottish Government revised the carry forward limits associated with revenue underspends in any given financial year, as well as maximum balances on the General Fund. In any given year, the Force can carry forward up to 4% of its core funding (a rise of 1%), and be able to hold balances on its General Fund up to 8% of its core funding (a rise of 3%).

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

-

Chief Constable
12 May 2011

Treasurer
12 May 2011

GRAMPIAN POLICE
Budget Monitoring Report - Expenditure up to 30 April 2011

		<i>Grampian Police Summary</i>		<i>Estimated</i>	<i>Variance</i>	<i>Out-turn as a</i>
		<i>Approved</i>	<i>Expenditure to</i>	<i>As At</i>	<i>(Under)/</i>	<i>% of Budget</i>
		<i>Budget</i>	<i>30-Apr-11</i>	<i>30-Apr-11</i>	<i>Overspend</i>	
		<i>£</i>	<i>£</i>	<i>£</i>	<i>As At</i>	
					<i>30-Apr-11</i>	
					<i>£</i>	
EMPLOYEE COSTS						
Police Officers						
	Pay	54,086,638	4,478,758	54,086,638	0	100%
	CRTP/Bonus/SPP	1,569,444	47,823	650,444	(919,000)	41%
	TRA and Housing	1,927,364	723	1,927,364	0	100%
	Other Allowances	118,317	6,395	187,317	69,000	158%
	National Insurance	5,241,970	384,662	5,241,970	0	100%
	Notional Pension Costs	13,505,119	1,130,647	13,505,119	0	100%
	Injury Pension Costs	415,000	0	415,000	0	100%
	Ill Health Awards	424,961	0	424,961	0	100%
	Sub-total	77,288,813	6,049,008	76,438,813	(850,000)	99%
	Overtime	2,762,655	1,167	2,762,655	0	100%
	Total Police Officers' Costs	80,051,468	6,050,175	79,201,468	(850,000)	99%
Police Staff						
	Pay	15,404,192	1,433,457	15,404,192	0	100%
	Allowances	1,539,966	120,806	1,539,966	0	100%
	National Insurance	1,231,577	88,616	1,231,577	0	100%
	Superannuation	2,947,365	225,107	2,947,365	0	100%
	Sub-total	21,123,100	1,867,986	21,123,100	0	100%
	Overtime	189,043	809	189,043	0	100%
	Total Police Staff Costs	21,312,143	1,868,795	21,312,143	0	100%
Other Staff Costs						
	Relocation	48,723	900	48,723	0	100%
	Recruitment	48,020	5,007	48,020	0	100%
	Sub-total	96,743	5,907	96,743	0	100%
	Total Employee Costs	101,460,354	7,924,877	100,610,354	(850,000)	99%
OPERATING COSTS						
Property Costs						
	Rent	853,621	54,941	853,621	0	100%
	Rates	1,447,926	1,169,249	1,447,926	0	100%
	Insurance	20,000	0	20,000	0	100%
	Repairs and Maintenance	562,054	6,614	562,054	0	100%
	Repairs and Maintenance - Devolved	25,552	35	25,552	0	100%
	Heating, Lighting and Cleaning	1,149,267	33,155	1,149,267	0	100%
	Sub-total	4,058,420	1,263,994	4,058,420	0	100%
Transport and Plant Costs						
	Repairs and Maintenance	275,000	17,685	275,000	0	100%
	Petrol and Diesel Fuel	817,355	33,534	817,355	0	100%
	Licences and Insurances	300,000	291,872	300,000	0	100%
	Car Hire	228,328	(2,893)	228,328	0	100%
	Travel and Subsistence	480,640	4,608	480,640	0	100%
	Sub-total	2,101,323	344,806	2,101,323	0	100%
Supplies and Services Costs						
	Operational Equipment and Materials	605,237	35,756	605,237	0	100%
	Operational Supplies and Services	2,724,587	66,233	2,724,587	0	100%
	Uniforms and Clothing	239,556	15,214	239,556	0	100%
	Computer Maintenance and Software	1,125,374	0	1,125,374	0	100%
	Computer Network and Telephony	970,332	1,068	970,332	0	100%
	Radio Communications	0	0	0	0	0%
	Catering	163,662	8,246	163,662	0	100%
	Conferences and Training	389,816	16,919	389,816	0	100%
	Printing, Stationery and Postages	483,083	34,010	483,083	0	100%
	Insurances	406,025	6,369	406,025	0	100%
	Advertising	7,650	11,277	7,650	0	100%
	Other Administrative Costs	321,240	9,915	321,240	0	100%
	Sub-total	7,436,562	205,007	7,436,562	0	100%

GRAMPIAN POLICE
Budget Monitoring Report - Expenditure up to 30 April 2011

		<i>Grampian Police Summary</i>		<i>Estimated</i>	<i>Variance</i>	<i>Out-turn as a</i>
		<i>Approved</i>	<i>Expenditure to</i>	<i>As At</i>	<i>(Under)/</i>	<i>% of Budget</i>
		<i>Budget</i>	<i>30-Apr-11</i>	<i>30-Apr-11</i>	<i>Overspend</i>	
		<i>£</i>	<i>£</i>	<i>£</i>	<i>As At</i>	
					<i>30-Apr-11</i>	
					<i>£</i>	
Payments to Agencies and Other Bodies						
	Council Support Services	286,500	0	286,500	0	100%
	Other Agencies	1,073,933	4,136	1,073,933	0	100%
	Sub-total	1,360,433	4,136	1,360,433	0	100%
Financing Costs						
	Capital Financed from Current Revenue	300,000	0	300,000	0	0%
	Supported Loan Charges	1,262,000	0	1,262,000	0	0%
	Prudential Borrowing	0	0	0	0	0%
	Sub-total	1,562,000	0	1,562,000	0	100%
Contingency Costs						
		0	0	0	0	0%
	Total Operating Costs	16,518,738	1,817,943	16,518,738	0	100%
	Gross Expenditure	117,979,092	9,742,820	117,129,092	(850,000)	99%
INCOME						
	Recharges for Services	(1,098,500)	(6,313)	(1,098,500)	0	100%
	Seconded Recoveries	(860,824)	246	(860,824)	0	100%
	Sales, Fees and Lost Property	(338,000)	(20,407)	(338,000)	0	100%
	Sponsorship	(18,000)	(5,000)	(18,000)	0	100%
	Rents	(857,401)	(129,501)	(857,401)	0	100%
	Partnership Income	(945,525)	(214,944)	(945,525)	0	100%
	Non SG Funding	(76,176)	0	(76,176)	0	100%
	Other Income	(80,000)	0	(80,000)	0	100%
	Total Income	(4,274,426)	(375,919)	(4,274,426)	0	100%
	Total Net Expenditure	113,704,666	9,366,901	112,854,666	(850,000)	99%
FINANCED BY -						
Grant Funding						
	SG Police Grant	(47,166,000)	0	(47,166,000)	0	100%
	LA Requisitions	(45,316,000)	0	(45,316,000)	0	100%
	SG Loan Charge Support	(644,000)	0	(644,000)	0	100%
	LA Loan Charge Support	(618,000)	0	(618,000)	0	100%
	SG Specific Grant (100% Funded)	(19,340,130)	0	(19,340,130)	0	100%
	SG Specific Grant (Part Funded)	(20,536)	0	(20,536)	0	100%
	Other Grant	0	0	0	0	0%
		(113,104,666)	0	(113,104,666)	0	100%
	Total (Under)/Overspend Against Grant Funding	600,000	9,366,901	(250,000)	(850,000)	

GRAMPIAN POLICE
Budget Monitoring Report - Expenditure up to 30 April 2011

	<i>Grampian Police Summary</i>		<i>Estimated</i>	<i>Variance</i>	<i>Out-turn as a % of Budget</i>
	<i>Approved Budget</i>	<i>Expenditure to 30-Apr-11</i>	<i>Out-turn</i>	<i>(Under)/Overspend</i>	
	<i>£</i>	<i>£</i>	<i>As At 30-Apr-11</i>	<i>As At 30-Apr-11</i>	
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	
CRTP - Competency Related Threshold Payment					
SPP - Special Priority Payment					
TRA - Transitional Rent Allowance					
SG - Scottish Government					
LA - Local Authority					
SCDEA - Scottish Crime and Drug Enforcement Agency					
Other Staff Costs include the following items:					
Interview Expenses					
Recruitment Costs					
Transfer Allowances and Relocation Expenses					
Staff Advertising					
Long Service Awards					
Operational Equipment and Materials includes the following items:					
Ammunition and Firearms					
Animals (Food and Equipment)					
Equipment Purchase					
Equipment Repairs and Maintenance					
Furniture Purchase					
Intoximeters					
Materials General					
Medical Supplies (including First Aid)					
Operational Supplies and Services includes the following items:					
Airwave Maintenance					
Body Removal					
Car Care Kits					
Central Archive Facilities					
Consultancy Fees					
Interpreters					
Mortuary Charges					
Police Surgeon Fees					
Prisoner Maintenance					
Service General					
Other Administrative Costs includes the following items:					
Affiliation Fees					
Audit Fees					
Bank Charges					
Confidential Waste Disposal					
Data Protection Registration					
Hospitality					
Legal Expenses					
Members Allowance					
Subscriptions - General					
Other Income includes the following items:					
Miscellaneous Interest Received					

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GRAMPIAN
P · O · L · I · C · E

Keeping our communities safe

COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20 May 2011

TITLE OF REPORT: Capital Monitoring Report

REPORT NUMBER «ReportNumber»

1. PURPOSE OF REPORT

To update the Board on the progress of the 2010-11 and 2011-12 Capital Plans, provide an updated projected out-turn for the year, and highlight any changes since the last Board.

2. RECOMMENDATION(S)

To consider and note the contents of the report.

3. FINANCIAL IMPLICATIONS

The Capital Plan sets out the Force's proposed investment in capital assets for the current and subsequent 3 financial years. The approved budget for 2011-12 amounts to £4.332m, and is funded by way of capital grant, capital receipts and revenue financing.

The Capital Plan is overseen by the Force's Programme Board, with any minor adjustments being reflected in a transfer from or to the Unallocated Capital Funds.

4. SERVICE & COMMUNITY IMPACT

It is important that the Force continues to invest in its infrastructure and systems in order that it can enhance the operational capacity and generate efficiencies for front line policing.

5. OTHER IMPLICATIONS

Brought to the Board for approval.

6. REPORT

The Capital Plan for 2010-11 will be updated to reflect the actual expenditure incurred during last year and the carry forward of capital receipts into 2011-12. These figures will be finalised as part of the accounting exercise which takes place after the year end. It is currently anticipated that the total spend in 2010-11 will amount to £2.828m (detailed within Appendix A).

In the lead up to the end of the financial year (31 March 2011) the Force returned a further £150,000 of Capital Grant to Aberdeen City Council, increasing the total repaid to the Constituent Authorities from £1.234m to £1.384m. The Force is unable to carry forward Capital Grant funding from one financial year to the next and through discussions with the Treasurer, agreed to return some of the grant, which would be repaid in the new financial year.

The underspend last year was mainly a result of slippage in two Capital projects, namely the new Child Protection Unit in Moray and the purchase of digital recoding equipment.

The profile of expenditure for the new Child Protection Unit in Moray was revised to take account of delays that resulted from adverse weather conditions, which occurred during the winter period. The Force has also been involved in drawing up a nationally agreed specification for the purchase of digital recoding equipment. This has delayed the procurement process, however it is anticipated that the equipment will be purchased this financial year.

2011-12 Capital Plan

The Capital Plan for 2011-12 is detailed within Appendix B. The Force is due to receive £3.787m of Capital Grant funding this financial year (including the balance of £1.384m carried forward by the Constituent Authorities).

Members will recall the decision taken last year to suspend further work on identifying a site for a new headquarters. This decision was taken given on-going difficulties in identifying a suitable and affordable site as well as the uncertainty surrounding the potential re-structuring of Forces. Although this work has been pended, work is progressing within the Force to progress a number of other important Capital projects e.g. custody in Aberdeen and office and custody provision in Peterhead. These and other potential developments are contained in the Forces Property Asset Management Plan, which will be discussed by the Board as part of a separate report.

National Project

Work is also progressing on the National Performance Platform Project. The budget for the current financial year is £277,000, and spend will be funded from the Efficient Government Grant carried forward from 2010-11. The profile of spend is included within Appendix C.

7. REPORT AUTHOR DETAILS

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Tel: 01224 305222

8. BACKGROUND PAPERS

-

Chief Constable
12 May 2011

Treasurer
12 May 2011

GRAMPIAN POLICE CAPITAL EXPENDITURE MONITORING STATEMENT - to 30th April 2011														
Line	Project Description	Divisions / Dept.	PSO Project No	Finance Project No	Total project cost	Prior years spend	Revised Budget <-a>	Projected Outcome <-b>	Actual Spend Mar-11	Variance (Over)/Under Spend <-c-a-b>	Estimated Budget 2011-12	Estimated Budget 2012-13	Estimated Budget 2013-14	Comments
					£000s	£000s	2010-11 £000s	2010-11 £000s	£000s	£000s	£000s	£000s	£000s	
A Recurring Items														
1	Disability Discrimination Act (DDA) / Minor Building Work	Facilities		GC90971	n/a	n/a	205	250	250	(45)	100	100	100	Expenditure incurred on upgrading or various parts of the property estate
2	Asset Refreshment for Computers, Printers & Servers	SPSA		GC90870	n/a	n/a	240	224	224	16	245	250	250	Expenditure funded by Scottish Police Services Authority Specific Grant.
(i)	- Force Funded	CMBAs		GC90871	n/a	n/a	27	29	29	(2)	20	20	20	Purchase complete.
3	Annual Vehicle Replacement	Transport		GC95501	n/a	n/a	764	780	780	(16)	900	900	900	
B Existing Commitments														
4	Single Point of Contact (SPCC) Software	CMBAs		GC98199	34	0	34	35	35	(1)				Work complete.
5 ON-GOING COMMITMENTS														
C Discrete Items of Expenditure														
6	Shared Services Project at Whinhill (New Build)	Facilities		GC96601	512	0	512	497	497	15				Project complete and awaiting invoice.
7	Moony Child Protection Unit (New Build)	Facilities		GC98190	600	0	247	207	207	40	393			Project due to be completed during 2011-12
8	Custody Refreshment - Model 2	Facilities		GC98202	218	0	218	219	219	(1)				Work complete.
9	Tory Police Station Refreshment	Facilities		GC90111	55	0	55	50	50	0				Work complete.
10	Call Recording	OP &S	GPIJ029	GC98188	64	0	64	69	69	(5)				Purchase complete.
11	Digital Recording	OP &S	GPIJ028	GC98187	150	0	150	9	9	141	141			Equipment to be purchased this financial year.
12	ANPR Equipment	CMBAs		GC90881	10	0	10	10	10	0				Purchase complete.
13	ANPR Equipment	OP &S		GC98203	22	0	22	22	22	0				Purchase complete.
14	NESCAMP Equipment	NESCAMP		GC92821	20	0	20	20	20	0				Replacement of existing equipment, cost was fully funded by NESCAMP partnership.
15	Community Security Policy (CSP) Work	Prof Standard		GC98121	36	0	36	19	19	17				Project complete.
16	Crimfle Development	ICT		GC94451	21	0	21	21	21	0				Project complete.
17	National Crimefile Development	ICT		GC90811	35	0	35	35	35	0				Project complete.
18	Body Armours - Operation	Procurement		GC90491	52	0	52	52	0	0				Equipment received and awaiting invoice.
19	Body Armours - Firearms	OP &S		GC90490	68	0	68	68	0	0				Equipment received and awaiting invoice.
20	Firearms Equipment	OP &S		GC92902	57	0	57	57	0	0				Equipment received and awaiting invoice.
21	Police Vans - CCTV and Specialist Equipment	OP &S		GC90911	25	0	25	24	24	1				Purchase complete.
22	CCTV Equipment for Various Police Stations	Business Areas		GC95601	142	0	142	115	115	27				Equipment received and awaiting invoice.
23	IT Shutdown System	ICT		GC92905	23	0	23	16	16	7				Project complete.
24	Force Estate Security	Facilities		GC91161	0	0	0	0	0	0				Project was funded by Programme Board in June 2010.
25	Extension to Laboratory at Nelson Street - Phase 2	Facilities			0	0	0	0	0	0				Project to be costed if the facility remains in Aberdeen.
26	New Pefferlaw Police Station	Facilities			0	0	0	0	0	0				Project has been mandated by the Force and a supporting business case will be developed.
27	Unallocated Capital Funds	Programme Board		GPIJ024	0	0	0	0	0	0	2,533	6,000	3,500	Funding available for allocation to capital projects.
28	DISCRETE EXPENDITURE													
29	TOTAL EXPENDITURE													
						0	1,757	1,510	1,333	242	3,067	6,000	3,500	
							3,027	2,838	2,651	194	4,332	7,270	4,770	

GRAMPAN POLICE														
CAPITAL EXPENDITURE MONITORING STATEMENT - to 30th April 2011														
Line	Project Description	Divisions / Dept.	PSO Project No	Finance Project No	Total project cost	Prior years spend	Revised Budget <a>	Projected Outturn 	Actual Spend Mar-11	Variance (Over)/Under Spend <c-a-b>	Estimated Budget 2011-12	2012-13	2013-14	Comments
					£000s	£000s	2010-11 £000s	2010-11 £000s	£000s	£000s	£000s	£000s	£000s	
Financed by:														
D	Governmental Bodies and Local Authorities													
30	Local Authorities - Annual Capital Grant													
(i)	Balance carry forward at the beginning of the year						929	929	929	1,384	0	0	0	Capital Grant earned forward by Constituent Authorities and repaid to the Force.
(ii)	Annual Capital Grant for the year						2,928	2,928	2,799	2,403	2,450	2,500	2,500	Annual Capital Grant for the year.
(iii)	Balance carry forward at the end of the year						(1,234)	(1,384)	(1,384)	0	0	0	0	Capital Grant transferred to Constituent Authorities at the year end.
	Annual Capital Grant utilised during the year						2,623	2,473	2,344	3,787	2,450	2,500	2,500	Capital Grant utilised during the year.
31	Scottish Government - Scottish Police Services Authority						240	224	224	245	250	250	250	Funding from Scottish Police Services Authority.
32	Scottish Government - ISCJIS						35	35	35	0	0	0	0	Funding from Scottish Government - Integrated Scottish Criminal Justice Infor Services (ISCJIS).
33	Scottish Government - Other Agents						8	8	8	0	0	0	0	Contribution for the purchase of a new vehicle.
34	NWSCAMP - Capital Receipts						20	20	20	0	0	0	0	Grant contribution towards the cost of the Mary Child Protection Unit.
35	Local Authorities						10	10	10	0	0	0	0	
E	Non-governmental Bodies													
36	Other Capital Receipts						10	10	10	0	0	0	0	Contribution from non-governmental bodies for the purchase of vehicles.
F	Capital Receipts from the sale of Non-current assets													
37	Capital Receipts from sale of Non-current Assets						81	48	0	0	4,270	1,847	1,847	Capital receipts generated from disposal of Non-current Assets.
G	Capital expenditures funded from revenue													
38	Capital Expenditure Funded from Revenue Funding "CFRR"						0	0	0	300	300	300	300	
39	TOTAL FUNDING						3,027	2,828	2,651	4,332	7,270	4,897	4,897	
RECONCILIATION OF CAPITAL RECEIPTS:														
	Opening balance						3,872	3,872	3,872	4,012	5,317	1,447	1,447	
	New Receipts													
	Sale of police houses						575	0	0	1,205	300	300	300	
	Sale of police vehicles, plant & equipment						120	188	188	100	100	100	100	
	Applied Receipts						(81)	(48)	0	0	(4,270)	(1,847)	(1,847)	
	Closing balance carry forward						4,486	4,012	4,060	5,317	1,447	0	0	

GRAMPIAN POLICE CAPITAL EXPENDITURE MONITORING STATEMENT - to 30th April 2011														
Line	Project Description	Divisions / Dept.	PPSO Project No	Finance Project No	Total project cost	Prior years spend	Revised Budget <a> 2011-12	Projected Outcome 2011-12	Actual Spend Apr-11	Variance (Over)/Under Spend <c=>a-b>	Estimated Budget 2012-13	2013-14	2014-15	Comments
					£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
A	Recurring Items													
1	Disability Discrimination Act (DDA) / Minor Building Work	Facilities		GC90971	n/a	n/a	100	100	0	0	100	100	100	Expenditure incurred on upgrading or various parts of the property estate
2	Asset Refreshment for Computers, Printers & Servers	SFSA		GC90870	n/a	n/a	245	245	0	0	250	250	250	Expenditure funded by Scottish Police Services Authority Specific Grant.
(i)	- SFSA	CMBA		GC90871	n/a	n/a	20	20	0	0	20	20	20	
(ii)	- Force Funded	Transport		GC95501	n/a	n/a	900	900	0	0	900	900	900	
3	Annual Vehicle Replacement	Transport												
B	Existing Commitments													
4	Moony Child Protection Unit (New Build)	Facilities		GC98190	600	207	393	393	0	0				Project due to be completed during 2011-12
5	Digital Recording	CMBA		GC98187	150	9	141	141	0	0				Equipment to be purchased this financial year.
6	ON-GOING COMMITMENTS													
C	Discrete Items of Expenditure													
7	Force Estate Security	Facilities		GC91161	0	0	0	0	0	0				Project was funded by Programme Board in June 2010.
8	Extension to Laboratory at Nelson Street - Phase 2	Facilities			0	0	0	0	0	0				Project to be costed if the facility remains in Aberdeen.
9	New Picthead Police Station	Facilities			0	0	0	0	0	0				Project has been mandated by the Force and a supporting business case will be developed.
10	Unallocated Capital Funds	Programme Board			0	0	2,533	2,533	0	0	6,000	3,500	2,307	Funding available for allocation to capital projects.
11	DISCRETE EXPENDITURE													
12	TOTAL EXPENDITURE													
							4,332	4,332	0	0	7,270	4,770	3,577	
D	Governmental Bodies and Local Authorities													
13	Local Authorities - Annual Capital Grant													
(i)	Balance carry forward at the beginning of the year						1,384	1,384	0	0	0	0	0	Capital Grant carried forward by Constituent Authorities and repaid to the Force.
(ii)	Annual Capital Grant for the year						2,403	2,403	0	0	2,450	2,500	2,500	Annual Capital Grant for the year.
(iii)	Balance carry forward at the end of the year						0	0	0	0	0	0	0	Capital Grant transferred to Constituent Authorities at the year end.
14	Annual Capital Grant utilised during the year						3,787	3,787	0	0	2,450	2,500	2,500	Capital Grant utilised during the year.
15	Scottish Government - Scottish Police Services Authority						245	245	0	0	250	250	250	Funding from Scottish Police Services Authority.
E	Non-governmental Bodies													
16	Other Capital Receipts						0	0	0	0	0	0	0	
F	Capital Receipts from the sale of Non-current assets													
17	Capital Receipts from sale of Non-current Assets						0	0	0	0	4,270	1,720	527	Capital receipts generated from disposal of Non-current Assets.
G	Capital expenditures funded from revenue													
17	Capital Expenditure Funded from Revenue Funding - CFCR						300	300	0	0	300	300	300	
18	TOTAL FUNDING													
							4,332	4,332	0	0	7,270	4,770	3,577	
RECONCILIATION OF CAPITAL RECEIPTS:														
	Opening balance						4,012	4,012	4,012		5,317	1,447	127	
	New Receipts						1,205	1,205	0		300	300	300	
	Sale of police vehicles, plant & equipment						100	100	0		100	100	100	
	Applied Receipts						0	0	0		(4,270)	(1,720)	(527)	
	Closing balance carry forward						5,317	5,317	4,012		1,447	127	0	

GRAMPIAN POLICE CAPITAL EXPENDITURE MONITORING STATEMENT - to 30th April 2011												
Line	Project Description	Divisions / Dept.	Total project cost £000s	Prior years spend £000s	Revised Budget <A> 2010-11 £000s	Projected Outturn <D> 2010-11 £000s	Actual Spend Mar-11 £000s	Variance (Over)/Under Spend <=a-b> £000s	Estimated Budget 2011-12 £000s	Estimated Budget 2012-13 £000s	Estimated Budget 2013-14 £000s	Comments
<i>Discrete Items of Expenditure</i>												
1	ACPOS National Platform Project	SPSA	5,408	3,996	487	7	7	480	277	648	480	National project fully funded by the Efficient Government Fund. Grampian Police acting as lead Force.
Financed by:												
2	Additional Capital Grant - Efficient Government Fund		5,378	3,966	487	7	7	480	277	648	480	Grant funding received by the Force.
3	Other Capital Receipts		30	30	0	0	0	0	0	0	0	
			5,408	3,996	487	7	7	480	277	648	480	
RECONCILIATION OF CAPITAL RECEIPTS												
	Opening balance				£000s	£000s	£000s					
	Amount received during the current year				1,412	1,412	1,412		1,405	1,128	480	
	Receipts applied for the current year				0	0	0		0	0	0	
	Closing balance				(487)	(7)	(7)		(277)	(648)	(480)	
					925	1,405	1,405		1,128	480	0	

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COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20TH MAY 2011

TITLE OF REPORT: BEST VALUE 2 AUDIT AND INSPECTION REPORT – JOINT IMPROVEMENT PLAN

1. PURPOSE OF REPORT

The purpose of this report is to invite the Board to agree and action the Joint Improvement Plan which has been developed to implement the recommendations contained within the joint Audit Scotland HMICS report.

2. RECOMMENDATION(S)

It is recommended that the Board approve the Improvement Plan attached at Appendix 2.

3. FINANCIAL IMPLICATIONS

The proposed Improvement Plan does not contain any actions which have not already been identified by the Board and Force for development. As such, there are unlikely to be any unexpected financial implications flowing from the Improvement Plan.

In terms of the recommendations around medium to longer term financial planning, then the Improvement Plan should improve the Board's ability to undertake this form of planning and monitoring, thereby having a positive impact on future years.

4. SERVICE & COMMUNITY IMPACT

The findings of the Accounts Commission commend the Board for its community engagement and leadership. Implementation of the Action Plan should further strengthen the Board's community participation.

5. OTHER IMPLICATIONS

None.

6. REPORT

- 6.1 Board Members will recall that the Board gave consideration to the Audit Scotland / HMICS report on the Best Value 2 Audit and Inspection at the Board meeting held on 4th March 2011. For information the report considered at that meeting is attached in Appendix One.
- 6.2 The attached joint Improvement Plan has been prepared by the Force and the Depute Clerk for consideration, and approval by the Board. The completed Improvement Plan sets out each of the improvement actions, assigns ownership as appropriate and suggests how the required improvements will be achieved. It also details and impacts and consequences e.g. resource implications.
- 6.3 As previously agreed by the Board responsibility for ensuring the delivery of the joint Improvement Plan is remitted to the Stewardship Sub-Committee. It is intended that officers from the Force and Clerk's office will submit regular reports to the Stewardship Sub-Committee, updating Members as to progress against the agreed action points. It is also proposed that a further report be submitted to the Board once the Improvement Plan actions have been implemented.

7. REPORT AUTHOR DETAILS

Karen M Donnelly, Depute Clerk

E-mail: kdonnelly@aberdeencity.gov.uk

Telephone: 01224 522416

8. BACKGROUND PAPERS

None

Karen M Donnelly
Depute Clerk
13th May 2011



GRAMPIAN JOINT POLICE BOARD

COMMITTEE: GRAMPIAN JOINT POLICE BOARD
DATE: 4TH MARCH 2011
TITLE OF REPORT: BEST VALUE 2 AUDIT AND INSPECTION REPORT

1. PURPOSE OF REPORT

The purpose of this report is to invite Members of Grampian Joint Police Board to consider the terms of the Report prepared by Audit Scotland and Her Majesty's Inspector of Constabulary for Scotland (HMICS) following a joint audit and inspection of the Board and Grampian Police, which measured compliance with the requirements of Best value. The Board is thereafter invited to agree and action the Improvement Plan to implement the recommendations contained within the joint Audit Scotland HMICS report.

2. RECOMMENDATION(S)

It is recommended that the Board

- 2.1 considers the contents of the joint Audit Scotland and HMICS report attached at Appendix 1,
- 2.2 agrees the Improvement Plan template attached at Appendix 2,
- 2.3 instructs both the Depute Clerk and Deputy Chief Constable to submit a final action plan for approval at the Board's meeting on 20th May 2011, and
- 2.4 agrees to remit monitoring of the joint Improvement Plan to the Stewardship Sub-Committee and instructs officers to submit regular update reports to that Sub-Committee, with a final Report to be submitted to the Board once all of the improvement actions are implemented.

3. FINANCIAL IMPLICATIONS

The proposed Improvement Plan does not contain any actions which have not already been identified by the Board and Force for development. As such, there are unlikely to be any unexpected financial implications flowing from the Improvement Plan.

In terms of the recommendations around medium to longer term financial planning, then the Improvement Plan should improve the Board's ability to

undertake this form of planning and monitoring, thereby having a positive impact on future years.

4. SERVICE & COMMUNITY IMPACT

The findings of the Accounts Commission commend the Board for its community engagement and leadership. Implementation of the Action Plan should further strengthen the Board's community participation.

5. OTHER IMPLICATIONS

None

6. REPORT

6.1 Members will be aware that the Local Government in Scotland Act 2003 introduced new statutory duties relating to Best Value and Community Planning. Its provisions apply to police authorities and require specifically that:

Police authorities secure best value (defined as achieving continuous improvement in the performance of functions)

Police authorities and chief constables participate in the community planning process

6.2 Grampian Joint Police Board and Grampian Police were subject to a Best Value 2 Audit and Inspection during June and July 2010. The key objectives of the joint audit and inspection were to:

Assess the extent to which Grampian Joint Police Board and Grampian Police are meeting their duties under the Local Government in Scotland Act 2003 and complying with Scottish Government guidance.

Agree planned improvements with the Local Authorities, Force and the Board, to be reviewed by the external auditor and HMICS on an ongoing basis.

6.3 As a consequence of the audit and inspection, a report has been produced jointly by the Controller of Audit (Audit Scotland) and HMICS. Key areas were identified where the Force and the Board need to improve. These key areas are contained within the Improvement Plan attached.

6.4 As stated above, the audit and inspection carried out by Audit Scotland and HMICS sought to identify the extent to which the Board and Grampian Police are meeting their duties under the Local Government in Scotland Act 2003 and complying with Scottish Government guidance. This was assessed against seven key areas, namely:

Vision and Strategic Direction
Partnership Working and Community Leadership
Community Engagement
Governance and Accountability
Performance Management and Improvement
Use of Resources
Equalities and Sustainability

- 6.5 Members will recall that the audit and inspection process involved the submission of evidence by both the Force and the Board, including Board reports and minutes. In addition, Members and community planning partners were invited to complete a questionnaire and both the Force and the Board submitted written statements outlining performance against the key audit criteria. This was followed up by a 4-week site visit, during which time Audit Scotland and HMICS interviewed Members, officers from the Board and Force, and other interested parties. Audit Scotland and HMICS also observed Board and sub-committee meetings.
- 6.6 Following completion of this site visit, a draft Report was prepared by Audit Scotland and HMICS. The Force and the Clerk's office were given the opportunity to comment on the factual accuracy of the draft Report. Thereafter a control version of the Report was prepared and submitted to the Accounts Commission for consideration.
- 6.7 The Accounts Commission considered the control version of the Report at its meeting on 20th January 2011. During this meeting, Commissioners had the opportunity to seek further information and clarification from Audit Scotland and HMICS, after which the Accounts Commission determined its findings.
- 6.8 The Accounts Commission findings are set out at page 2 of the Report and summarised as follows –

The Commission welcomed evidence of the elements of best value demonstrated by the Board. In particular, the Commission welcomed the report's conclusions that—

- (i) The Board has a good understanding of its role and has established an active involvement and positive partnership with the force in developing a shared vision and a clear set of priorities.
- (ii) The Board's oversight ensures that the operations of the force are clearly aligned with the agreed priorities.
- (iii) Board members actively question and challenge the force on both strategic and operational matters in a constructive way that focuses on supporting improvement.
- (iv) The Board plays an effective community leadership role on local policing issues, and clearly demonstrates that it works to meet the needs of communities at both a strategic and local level.

The Commission welcomed the Board's awareness of its own improvement needs and commitment to addressing those needs and recommended that it considers the following areas in particular—

- (i) Further development of its role in longer-term strategic financial planning, and the use of its scrutiny role to ensure the best use of resources. The Board also needs to develop its leadership and challenge role to help realise further efficiencies through various partnership and shared services initiatives.
- (ii) Development of a more active role in informing and agreeing continuous improvement priorities and monitoring progress, and providing more strategic leadership on sustainability and equalities issues.
- (iii) Effective arrangements for an independent custody visiting scheme must be implemented quickly.
- (iv) Ensuring that its contribution to accountability and governance, and its effective partnership with the force, is properly reported to the public.
- (v) In continuing to review its governance arrangements, the Board should address the fact that it is not good scrutiny practice for the convener to chair its two main subcommittees.

In addition to the above, the Board is required to consider the specific improvement recommendations made by Audit Scotland.

6.9 HMICS found that Grampian Police is performing well and that the Force demonstrates many of the elements of best value. In particular:

- (i) Grampian Police benefits from an effective and appropriately challenging working relationship with the Board and they have worked in tandem to determine a strategic direction which has community policing as its cornerstone.
- (ii) The Force executive provides strong leadership and has created a culture of performance improvement within the organisation.
- (iii) Crime rates are falling within the Grampian Police area and levels of public satisfaction are high and improving.
- (iv) During 2010, the Force introduced a new policing model which has delivered increased numbers of officers working and patrolling within local communities.

The Report indicated areas where there is scope for the Force to improve, particularly:

-
- (i) the Force should make efforts to better understand the causal factors which are reflected in the rise in racially motivated crime and complaints against the police
 - (ii) there is scope for the Force to improve performance reporting by incorporating more comparative information and to report performance in a balanced way
 - (iii) the Force should have a better understanding of the costs of specific policing activities to inform difficult decisions about where resources will need to be directed in future to sustain performance in priority areas.
- 6.10 The Board is required to consider the terms of the Report and the Accounts Commission findings within three months of receipt and there is a requirement to publicise this meeting within a local newspaper. As such, a public notice was published within the Press and Journal on Thursday 24th February. The Board is also required to produce a plan which addresses the improvement agenda set out in the Report.
- 6.11 A template joint Improvement Plan has been prepared by the Force and the Depute Clerk for consideration, and comment by the Board. The completed Improvement Plan will set out each of the improvement actions, assign ownership and suggest how the required improvements will be achieved. It also details and impacts and consequences e.g. resource implications. Members are invited to comment on the required improvements and how these might be progressed. Thereafter, the Depute Clerk and Deputy Chief Constable will work jointly to populate the Improvement Plan. The completed Improvement Plan shall be submitted to the next meeting of the Board for approval.
- 6.12 It is important to note that these improvements form part of a wider action/development plan which is currently being implemented. Members will recall that significant work has been undertaken over the last couple of years to review and modernise the work of the Board. This includes a wholesale review of Standing Orders, reworking of sub-committee remits and role descriptions for Board Members. The improvement actions identified by Audit Scotland and HMICS are encompassed within this wider development action plan and as such, the Report is a welcome endorsement of the Board's direction of travel in terms of its continuous improvement agenda.
- 6.13 It is recommended that responsibility for ensuring the delivery of the joint Improvement Plan be remitted to the Stewardship Sub-Committee as that sub-committee's remit includes the implementation of best value. It is intended that officers from the Force and Clerk's office will submit regular reports to the Stewardship Sub-Committee, updating Members as to progress against the agreed action points. It is also proposed that a further report be submitted to the Board once the Improvement Plan actions have been implemented.
- 6.14 Members will note that some of the improvement recommendations apply to the Force only. These recommendations will be incorporated

into the Force business plans and progress will be reported quarterly as part of the normal governance arrangements, with exception reporting taking place on a monthly basis.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None

Karen M Donnelly
Depute Clerk
23rd February 2011

Colin McKerracher
Chief Constable
23rd February 2011



GRAMPIAN JOINT POLICE BOARD



GRAMPIAN
P.O.L.I.C.E

Keeping our communities safe

Grampian Joint Police Board and Grampian Police Best Value Audit and Inspection Joint Improvement Plan February 2011

The Local Government in Scotland Act 2003 introduced new statutory duties relating to Best Value and Community Planning. Its provisions apply to police authorities and require specifically that:

Police authorities secure best value (defined as achieving continuous improvement in the performance of functions)

Police authorities and chief constables participate in the community planning process.

Grampian Joint Police Board and Grampian Police were subject to a Best Value 2 Audit and Inspection between June and July 2010.

The key objectives of the joint audit and inspection were to:

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Assess the extent which the Grampian Joint Police Board and Grampian Police are meeting their duties under the Local Government in Scotland Act 2003 and complying with Scottish Government guidance.

Agree planned improvements with the Local Authorities, Force and the Board, to be reviewed by external auditor and Her Majesty's Inspector of Constabulary for Scotland (HMICS) on an ongoing basis.

As a consequence of the audit and inspection, a report has been produced jointly by the Controller of Audit (Audit Scotland) and Her Majesty's Inspector of Constabulary for Scotland. Key areas were identified where the Force and the Board need to improve. These key areas are contained within this improvement plan.

Date Recommendation Commenced: January 2011	Date Recommendation Complete:	Recommendation Owner: Grampian Joint Police Board (GJPB).
<p>1. Recommendation No. 1 Governance and Accountability: The Board must ensure that it delivers an effective Independent Custody Visiting Scheme (ICVS).</p>		
<p>2. Report/Background Content leading to recommendation: Grampian Joint Police Board does not currently have an operational ICVS in place. Police boards have to organise and oversee the delivery of independent custody visiting in consultation with chief officers.</p>		
<p>3. Position (baseline): There have been several attempts to establish an ICVS over the years since the duty was introduced but these have all failed.</p>		
<p>4. Action to be taken: To implement a fully functioning Scheme</p>		
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>		
Task No	Task	Timescale
(a)	Complete recruitment of initial wave of volunteers	April 2011
(b)	Commence custody visits	May 2011
(c)	Complete recruitment of further volunteers	Dec 2011
<p>6. Resources Required (Finance, Personnel, Equipment, etc): Existing resources within the Clerk's office will continue to administer the Scheme and recruit additional volunteers in conjunction with the GJPB ICVS sub Committee</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): The Board will have a functioning Scheme in place thereby complying with the requirement to have such a scheme.</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): The Scheme (including the outcomes/recommendations from visits) will be the subject of regular review by both the Board and its ICVS sub Committee.</p>		

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:
January 2011		Grampian Joint Police Board (GJPB).
<p>1. Recommendation No. 2 Use of Resources. The Board needs to become more proactive in long-term resource planning to help ensure priority areas are resourced appropriately.</p>		
<p>2. Report/Background Content leading to recommendation: In the context of major reductions in public expenditure, board members need to become more proactively involved in long-term financial planning. It is widely recognised among members and officers that the current levels of expenditure are not sustainable.</p>		
<p>3. Position (baseline): The Force is now developing a longer term strategy for change, setting out how it intends to respond to the anticipated reductions in public sector budgets.</p>		
<p>4. Action to be taken: Initial awareness training and then more detailed financial planning/scrutiny training will be provided for Members. In addition, the Board's Budget sub group will meet to undertake budget monitoring and medium to long term financial planning</p>		
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>		
Task No	Task	Timescale
(a)	Initial awareness raising session for Members re financial planning	May 2011
(b)	Development of a timetable of meetings for the Budget sub group	June 2011
(c)		
<p>6. Resources Required (Finance, Personnel, Equipment, etc):The training and development will be delivered in the first instance by officers from the office of the Treasurer to the Board and the Force's Corporate Services. External resources may thereafter be required.</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved):Members will have the knowledge to become more proactive in developing and monitoring long term resource planning.</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): The training programme will be monitored by the Board's Development working Group and Budget sub group. Regular reports will also be submitted to the Board itself.</p>		

<p>Date Recommendation Commenced: January 2011</p>	<p>Date Recommendation Complete:</p>	<p>Recommendation Owner: Grampian Joint Police Board (GJPB).</p>
<p>1. Recommendation No. 3 Governance and Accountability. The Board should complete the review of its current governance and implement any improvement actions, including the current arrangements for chairing the complaints and stewardship sub-committees.</p>		
<p>2. Report/Background Content leading to recommendation: The Board recognised that further improvements could be made to its governance arrangements and instigated a review in 2009. The Board's two main sub-committees on stewardship and complaints operate effectively by scrutinising force performance, but the Convenor of the Board currently also chairs both sub committees. This is not good practice as part of the remit of the sub committees is to scrutinise the performance of the Force and the Board.</p>		
<p>3. Position (baseline): The Board plans to review the governance arrangements in the second quarter of 2011.</p>		
<p>4. Action to be taken: The scrutiny function of each sub committee it to be reviewed with reference to the position of chair</p>		
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>		
<p>Task No</p>	<p>Task</p>	<p>Timescale</p>
<p>(a)</p>	<p>Invite Members of the sub committees to reconsider the position of Chair</p>	<p>March 2011 Yes</p>
<p>(b)</p>		
<p>(c)</p>		
<p>6. Resources Required (Finance, Personnel, Equipment, etc): Existing resources within the Office of the Clerk</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): The Board's main sub committees will be in a position to better scrutinise the work of the Board and the arrangements will be more transparent</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): None required.</p>		

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:	
January 2011		Grampian Joint Police Board (GJPB).	
<p>1. Recommendation No. 4 Governance and Accountability. The Board should consider recommendations of the review of the administrative support and training and development arrangements to ensure these are being resourced appropriately.</p>			
<p>2. Report/Background Content leading to recommendation: A recent review by the internal auditor has identified a range of options for improving the administrative/research capacity to members. The Clerk and her staff are currently reviewing the training provided by member's constituent councils as part of a training needs analysis for members.</p>			
<p>3. Position (baseline): Managers at Aberdeen City Council are considering the internal auditors administrative review report.</p>			
<p>4. Action to be taken: A Development working group has been established to involve Members in the development of training and other support resources for Board Members. Training programme and support documents to be developed over 2nd half of 2011, including training sessions to take place after Board meetings. Additional support is being provided in relation to the administrative support for the Board which should free up time in the Clerk's office to provide greater research and policy support for both the Board and Members.</p>			
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>			
Task No	Task	Timescale	Completed
(a)	Establishment of Development Working Group	March 2011	Yes
(b)	Development of a detailed training programme for Members	October 2011	On-going
(c)	Development of a Members Handbook and other supporting resources	Dec 2011	On-going
<p>6. Resources Required (Finance, Personnel, Equipment, etc): This work will be undertaken by resources within the Clerk's office, however will be subject to other additional workload pressures</p>			
<p>7. Impact of Change (for example benefits obtained, savings achieved): Members will be better empowered to undertake their role and have an up to date knowledge of new developments affecting the Board. Member will also have a user friendly manual to assist in their role.</p>			
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): The Development Working Group will report to the Board. All Members will be invited to review and then comment on the handbook at draft stage.</p>			

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:
January 2011		Grampian Joint Police Board (GJPB).
<p>1. Recommendation No. 5 Performance Management and Improvement. The Board should engage more proactively with the Force on the prioritisation, scope and monitoring of improvement work.</p>		
<p>2. Report/Background Content leading to recommendation: The Board does not have a clear role in directing or monitoring the Force's continuous improvement activity. The Board receives update reports on individual projects and initiatives and the Stewardship sub-committee considers the Force's review programme. There is little evidence to suggest that the board plays an active role in identifying continuous improvement priorities or in monitoring progress on HMICS inspection actions.</p>		
<p>3. Position (baseline): At present the work of the Force re continuous improvement is reported to the Board via the Stewardship sub Committee, however that committee has no proactive role in planning these activities.</p>		
<p>4. Action to be taken: The Board via the Stewardship sub Committee will have a proactive role in planning and prioritising the Force's continuous improvement activities by informing and agreeing each year's continuous improvement plan.</p>		
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>		
Task No	Task	Timescale
(a)	Report to Stewardship sub committee regarding the process for planning and prioritising continuous improvement activity.	Sept 2011
(b)	Appropriate training/briefing of Members re continuous improvement methodology and planning	Nov 2011
(c)		
<p>6. Resources Required (Finance, Personnel, Equipment, etc): This work will be undertaken by staff from the Clerk's office in conjunction with colleagues from the Force's Continuous Improvement Unit.</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): Members will have a greater understanding of the mechanics of continuous improvement and will be better placed to influence the planning and prioritisation of those activities.</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): This will be reviewed annually by the Board itself.</p>		

Date Recommendation Commenced: January 2011	Date Recommendation Complete:	Recommendation Owner: Grampian Joint Police Board (GJPB).
<p>1. Recommendation No. 6 Equalities. The Board should strengthen its leadership and scrutiny of equalities issues.</p>		
<p>2. Report/ Background Content leading to recommendation: The Board receives half-yearly equality performance reports on the Force's single equality scheme and regular reports on workforce statistics and trends, but there is little evidence of active scrutiny or challenge this information. The Board has taken limited steps to mainstream equalities. The Board needs to provide clearer leadership on equalities issues. It also needs to consider whether it has appropriate measures in place in order to assure itself that any equalities related activity is having the desired impact.</p>		
<p>3. Position (baseline): The Depute Clerk is currently reviewing the Board's Single Equality Scheme ("SES") and how equalities issues are factored into Board business.</p>		
<p>4. Action to be taken: The Board's reports will be amended to include an equalities impact section which should be completed to ensure that all decisions and initiatives include consideration of equalities issue. In addition the SES and its operation will be reviewed and amended.</p>		
<p>5. Lead Responsibility: Grampian Joint Police Board Depute Clerk</p>		
Task No	Task	Completed
(a)	Amend Board reports to include equalities information	Yes
(b)	Review of SES and implementation to be Reported to Board	
(c)		
<p>6. Resources Required (Finance, Personnel, Equipment, etc): This work will be undertaken by officers within the office of the Clerk</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): The Board will undertake more effective scrutiny and leadership role in relation to assessing and championing equalities issues</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): This will be the subject of an annual review once updated arrangements are in place.</p>		

Date Recommendation Commenced: January 2011	Date Recommendation Complete:	Recommendation Owner: Grampian Police
<p>1. Recommendation No. 7 Managing Finance. The Force needs to get a clearer understanding of the costs of areas of activity in order to demonstrate the link between resources and results, and help to inform decisions about how resources are prioritised.</p>		
<p>2. Report/ Background Content leading to recommendation: The Force has strong budgetary control, but, in common with Forces across Scotland, has a less developed understanding of the costs of specific policing activities, for example the costs of targeting drug dealing. This makes it difficult to evaluate the relationship between resources invested and the outcomes achieved by that investment.</p>		
<p>3. Position (baseline): The Force has recently been recasting the 2010-11 revenue budget using the Police Objective Analysis methodology at the more detailed Level 2. This provides a breakdown of costs across the different activities and functions within the Force. As all Scottish Forces are carrying out this analysis, it is proving to be a useful benchmark against the costs and performance can be compared. The biggest element of spend is on the pay costs for Police Officers and Staff.</p>		
<p>4. Action to be taken: The tasks below outline the action to be taken with regard to this recommendation.</p>		
<p>5. Lead Responsibility: Senior Financial Accountant, Finance & Administration, Corporate Services.</p>		
Task No	Task	Timescale
(a)	Complete the Police Objective Analysis Level 2 using the approved budget for 2010-11.	March 2011
(b)	Communicate information to Divisional Commanders, Senior Staff and key budget holders and review feedback.	April 2011
(c)	Complete the Police Objective Analysis Level 2 using the actual expenditure for 2010-11.	May 2011
(d)	Complete the Police Objective Analysis Level 2 using the approved budget for 2011-12 and consider the development of a longer term fully costed plan.	July 2011
<p>6. Resources Required (Finance, Personnel, Equipment, etc): Existing resources within Finance & Admin. Department will be used to undertake this work.</p>		

<p>7. Impact of Change (for example benefits obtained, savings achieved): It is intended that the breakdown of costs into the activities will provide better information for decision making and allow for benchmarking with other Forces.</p>
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): The information will be subject to review in Force and by external organisations including Auditors and the Scottish Government.</p>

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:	
January 2011		Grampian Police	
<p>1. Recommendation No. 8 Performance Management & Improvement. The Force should use more comparative information to improve the quality and balance of performance reporting.</p>			
<p>2. Report/ Background Content leading to recommendation: The reports could be improved as they do not routinely contain 'benchmarks' to help the reader gain a more informed assessment of performance. Board members and the public would be in a better position to assess overall performance if the measures were reported alongside national figures or trends and against specific local objectives, where appropriate.</p>			
<p>3. Position (baseline): At the time of the HMICS / Audit Scotland audit and inspection, the Force performance reports could not include benchmark information due to the lack of timely accurate data. Since December 2010, ACPOS quarterly performance reports have been published which report on the indicators included in the Scottish Policing Performance Framework (SPPF). This information can be used for benchmarking / comparative purposes.</p>			
<p>4. Action to be taken: A new Force quarterly performance template for the financial year ahead (2011/12) will be developed which will include comparative data to help the reader gain a more informed assessment of performance.</p>			
<p>Whilst the data from other Forces (ACPOS quarterly report) will be available, the data reported for comparative purposes from other Forces will be the previous quarter information.</p>			
<p>5. Lead Responsibility: Performance & Improvement Manager, Development & Governance.</p>			
Task No	Task	Timescale	Completed
(a)	Develop a new Force quarterly performance reporting template for 2011/12.	June 2011	
(b)	Obtain agreement from Force Executive on proposed new template.	June 2011	
(c)	Commence use of new template for quarterly performance reporting.	July 2011	
<p>6. Resources Required (Finance, Personnel, Equipment, etc): Existing resources from the Performance & Improvement Unit will be utilised to undertake this work.</p>			
<p>8. Impact of Change (for example benefits obtained, savings achieved): The proposed revised quarterly performance reports will provide the reader with comparative information from other Forces to allow a fuller assessment of Grampian Police's performance to be made.</p>			

NOT PROTECTIVELY MARKED

9. Are Review Arrangements Required? (e.g. after 3/6/12 months):

A review of the new template will be undertaken at the end of the financial year 2011/12.

NOT PROTECTIVELY MARKED

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:
January 2011		Grampian Police
<p>1. Recommendation No. 9 Equalities. The Force needs to develop outcome-focussed equalities measures in order to assess the impact of its work in this area.</p>		
<p>2. Report/ Background Content leading to recommendation: The Force is making good progress in supporting the mainstreaming of equalities. It has invested in developing strategies, systems and processes and standard operating procedures. The Force now needs to develop indicators to assess the impact of the investment it has made.</p>		
<p>3. Position (baseline): As part of The Equality Act 2010 (Statutory Duties) (Scotland) Regulations 2011, each local authority, including Grampian Police are required to prepare and publish equality outcomes which have been reached with the involvement of people with protected characteristics. Further to this, the progress made on these outcomes have to be published at least every two years and the outcomes reviewed within four years of initial publication. To allow the Force to report as requested, measures will be put in place to capture this information. This is turn will give an indication of the impact of the Force's work in this area.</p>		
<p>4. Action to be taken: This recommendation is replicated by Statutory obligations placed upon the Force as a public authority in terms of its compliance with the Equality Act 2010 - Public Sector Equality Duty. Community Support have responsibility to ensure the Force complies with its obligations in relation to Equality and the Force Equality Scheme Coordinator is part of Community Support. In meeting with the recommendation and indeed the Scottish Government instruction in relation to Equality Duties a period of consultation is in the planning phase.</p> <p>This engagement will see the Force liaising with communities, including those with 'protective characteristics', in relation to the statutory general duties. An offer will be made to Partner agencies to consult jointly to reduce the risk of consultation fatigue/increase cost saving opportunities but regardless of uptake Grampian Police will conduct such consultation and engagement. The resource of the Community Engagement Co-ordinator will be utilised in this process. Initial costs associated with this work are not anticipated to be large and will be monitored.</p> <p>Following the results of consultation/engagement focussed outcomes will be developed, in all likelihood into an Action Plan which will be measured and governed via the Force Diversity Group; Force Executive Board (as the Action in relation to Equality is contained within the Community Support Business Plan); and finally the performance and progress around the outcomes will be reported to the GJPB (Stewardship Committee).</p> <p>In summary, this recommendation is already being addressed and monitored through other mediums in Force and subsequently through the relevant GJPB Committee. Therefore it is proposed that this recommendation is acknowledged and closed.</p>		

5. Lead Responsibility: Superintendent, Community Support.			
Task No	Task	Timescale	Completed
(a)			
(b)			
(c)			
6. Resources Required (<i>Finance, Personnel, Equipment, etc</i>):			
7. Impact of Change (for example benefits obtained, savings achieved):			
8. Are Review Arrangements Required? (e.g. after 3/6/12 months):			

Date Recommendation Commenced:	Date Recommendation Complete:	Recommendation Owner:
January 2011		Grampian Police
<p>1. Recommendation No. 10 Performance Assessment. The Force needs to further analyse the reasons for the increase in complaints and racially motivated crime and respond accordingly and assess whether it is deploying resources appropriately in tackling controlled drugs and road traffic accidents.</p> <p>2. Report/Background Content leading to recommendation: In 2009/10 there were 31 complaints per 10,000 incidents, this was significantly higher than the Scottish average of 17.5 and was the second highest in Scotland. It is important that the Force considers whether it is committing sufficient resources to continue the recent improvement on performance on road casualties. The number of racist incidents in Grampian increased from 440 in 2006/07 to 564 in 2009/10. The number of reported racially motivated crimes have almost doubled from 449 in 2006/07 to 879 in 2009/10.</p>		

3. Position (baseline): Recording processes for complaints have been refined and developed between 2007 and 2010, with the implementation of a new complaints definition, an increase in awareness internally and more robust recording processes. As a consequence, the Force has experienced an increase in recorded complaints over the past 3 years. However, the number of On Duty Criminal complaints is very low. During the year, 38 such complaints were made and this equates to 8% of all On Duty complaints during 2009/10.

Problem Profiles have been compiled with regard to specific types of complaints. Recommendations have been made with monitoring of implementation undertaken through the Force Tactical Tasking & Co-ordination Group (TTCG) meeting.

Although 2009/10 offered an improvement on the previous year in terms of road casualties, it was still higher than 2006/07 and 2007/08. The focus of the Road Casualty Reduction priority has continued to be on young drivers, motorcyclists and pedestrian related behaviour where alcohol has been a factor. The Force has seen a reduction in the Killed and Seriously Injured (KSI) figures for these groups, although they still dominate Grampian's road casualty statistics.

Road Casualty Reduction continues to be a Force Priority in 2011/12. The focus of work on this Priority is aimed at encouraging personal responsibility of the road user and changing behaviour through enforcement, education and engineering. Performance and resource allocation to tackle Road Casualty Reduction are carefully monitored and managed through the Force TTCG meeting.

The Force considers that part of the increase in racial incidents and crimes is a result of the effects to improve reporting mechanisms, raised awareness, proactive campaigns and improve public confidence in this area. Any significant change in the pattern or trend of racist incidents is brought to the attention of the Force Executive for consideration and action as appropriate.

In the period 1 April 2010 to 31 December 2010, the MITs recovered controlled drugs with a street value of approximately £892,000, over £188,000 in cash and a total of 223 people were arrested in relation to SOC&D. Elsewhere across the Force, in excess of £1,929,405 of controlled drugs have also been seized. In context, the value of cash productions seized in relation to Misuse of Drugs Act Offences has increased by 81.5% in the YTD compared to last year.

Crime Management Business Area (CMBA) underwent a restructure in March 2010 which has resulted in a more focussed approach to deploying available resources to tackle Organised Crime Groups (OCGs) in the Grampian area. This revised approach has resulted in the disruption of a number of OCGs and the recovery of controlled drugs, cash and arrests as outlined above. The deployment of resources against OCGs is carefully managed through the CMBA Tactical Management meetings and the Force TTCG meeting.

<p>4. Action to be taken: In summary, based on the baseline position at (3) above, this recommendation is already being addressed and monitored through other mediums in Force. Therefore it is proposed that this recommendation is acknowledged and closed.</p>			
<p>5. Lead Responsibility: Performance & Improvement Manager, Development & Governance.</p>			
Task No	Task	Timescale	Completed
(a)			
(b)			
(c)			
<p>6. Resources Required (Finance, Personnel, Equipment, etc):</p>			
<p>7. Impact of Change (for example benefits obtained, savings achieved):</p>			
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months):</p>			

<p>Date Recommendation Commenced: January 2011</p>	<p>Date Recommendation Complete:</p>	<p>Recommendation Owner: Grampian Joint Police Board (GJPB) & Grampian Police</p>
<p>1. Recommendation No. 11 Performance Management and Improvement. The Board and the Force should review the content of the annual public performance report to ensure that it provides a summary of the Board's activities and its impact.</p>		
<p>2. Report/Background Content leading to recommendation: The Board does not produce an annual performance report and does not feature in the Force annual performance report. This means that it is falling short of its public performance reporting responsibilities. Although Board members review the Force's annual report, they do not provide direct input to the publication. The absence of the Board in the annual report means that their contribution to the governance and accountability of the Force is not visible to the public.</p>		
<p>3. Position (baseline): Discussion has taken place between GJPB Stewardship Sub Committee & Grampian Police regarding the direct input into the Force's annual report. The Stewardship Sub Committee felt the inclusion of a section in the annual report would be an area for progression.</p>		
<p>4. Action to be taken: The Board will include a section in the Force Annual Report 2010/11.</p>		
<p>5. Lead Responsibility: Clerk to the Board, Grampian Joint Police Board & Performance & Improvement Manager, Development & Governance, Grampian Police.</p>		
<p>Task No</p>	<p>Task</p>	<p>Timescale</p>
<p>(a)</p>	<p>GJPB to provide a section for inclusion in the Force Annual Report 2010/11.</p>	<p>week commencing 13/06/11</p>
<p>(b)</p>		
<p>(c)</p>		
<p>6. Resources Required (Finance, Personnel, Equipment, etc): Existing resources from the Police Board and Grampian Police, Performance & Improvement Unit, will be utilised to undertake this work.</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): GJPB will be meeting their public performance reporting responsibilities and their contribution to the governance & accountability of the Force will be visible to the public.</p>		
<p>8. Are Review Arrangements Required? (e.g. after 3/6/12 months): Review annually.</p>		

Date Recommendation Commenced: January 2011	Date Recommendation Complete:	Recommendation Owner: Grampian Joint Police Board (GJPB) & Grampian Police
<p>1. Recommendation No. 12 Sustainability. The Board and the Force should develop a strategic approach to sustainability to ensure that the economic, social and environmental aspects are considered.</p>		
<p>2. Report/Background Content leading to recommendation: The Force and Board should review their approach to sustainability in order to set a clear strategic direction and put systems and processes in place to help them review progress and monitor impact. There are examples of activity that support the three elements of sustainable development. However in the absence of a strategic approach, there is a risk that these activities are not prioritised, coordinated and monitored effectively.</p>		
<p>3. Position (baseline): A Climate Change Action Plan 2010/20 has been approved by ACPOS. A Carbon Management Plan (CMP) has been completed and approved by Grampian Police with support of the Carbon Trust. This CMP has identified that the baseline figure of CO2 emissions made by Grampian Police in 2009/10 was 9,523 tonnes.</p>		
<p>4. Action to be taken: The CMP sets out a series of work streams to reduce CO2 emissions and produce significant cost savings in fuel and energy consumed and waste produced. Grampian Police has set itself a target to reduce its CO2 emissions by 20% by 2015.</p>		
<p>5. Lead Responsibility: Clerk to the Board, Grampian Joint Police Board & Head of Logistics, Corporate Services, Grampian Police.</p>		
Task No	Task	Timescale
(a)	Report on future governance arrangements of CMP to be agreed by the Force Programme Board	27/4/11
(b)	Report on CMP to GJPB	01/07/11
(c)	Deliver initiatives within CMP. Update and renew CMP	Ongoing
<p>6. Resources Required (Finance, Personnel, Equipment, etc): The existing Force Environmental Working Group (EWG) will deliver the CMP governance to be agreed by Programme Board (Task No. 5(a)). A number of the initiatives in the CMP have no funding implication or can be met from existing allocated revenue and capital budgets. Additional capital funding will require to be supported by a Business Case.</p>		
<p>7. Impact of Change (for example benefits obtained, savings achieved): The CO2 and financial savings are detailed in the CMP.</p>		

8. Are Review Arrangements Required? (e.g. after 3/6/12 months):

The CMP details the need to review/update the Plan on a regular basis. This review / update will be undertaken as part of normal Force Programme Board governance arrangements (reviewed on a six-weekly basis).



COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20 MAY 2011

TITLE OF REPORT: REORGANISATION OF ESTATE IN ABERDEEN TO SUPPORT LOCAL POLICING TEAMS (LPTs)

REPORT NUMBER

1. PURPOSE OF REPORT

- 1.1 To provide Members of the Grampian Joint Police Board with (a) an update on estate improvements within Aberdeen City which support the new Local Policing Teams (LPTs) and (b) to seek agreement to terminate the leases at two offices and to declare the office at Cairncry Road, Aberdeen surplus to requirements.

2. RECOMMENDATION(S)

- 2.1 To note the estate changes within Aberdeen City, including the opening of all the 3Rs police offices at Cults Academy, Hazelhead, Manor Park, Seaton, Kaimhill and the police office at Whinhill.
- 2.2 To note that accordingly, as a result of new improved accommodation being available, the leases of property at Silverburn Crescent and 90 High Street, Old Aberdeen will be terminated.
- 2.3 To agree to declare the property at Cairncry Road, Aberdeen surplus to operational requirements.

3. FINANCIAL IMPLICATIONS

- 3.1 It is estimated that the financial savings of relinquishing the three offices mentioned above are as follows:

Property	Capital Receipt (est)	Revenue Saving
90 High Street	N/A	£12,000
Silverburn Crescent	N/A	£52,000
Cairncry Road	£100,000	£6,000
Totals	£100,000	£70,000

4. SERVICE AND COMMUNITY IMPACT

- 4.1 The changes to the estate outlined in this report support the aims of LPTs in operating at a local level within the community.

5. OTHER IMPLICATIONS

- 5.1 The relocation of the LPTs into shared premises will reduce the collective carbon emission footprint of the partners.

6. REPORT

- 6.1 On 1 April 2010, Aberdeen Division moved to a new policing structure based on 13 Local Policing Teams (LPTs) across the City. This represented a major change in the way policing services were carried out by placing a greater focus on local communities and a drive to improve service delivery, particularly in relation to calls concerning quality of life issues.
- 6.2 In Continuing Our Platform for Success and the "*Local Policing-Closer to you*" ethos, this new structure provides an excellent and sustainable framework to take forward and enhance our engagement with communities.
- 6.3 To support this revised structure a number of changes to the estate have either taken place or are proposed.
- At the meeting on 29 August 2008, the Board agreed to lease police offices within Aberdeen City Council 3Rs schools. All of these five offices have now opened at Cults Academy (February 2010), Hazlehead (July 2010), Manor Park and Seaton (both opened in January 2011) and Kaimhill (opened in April 2011).
 - At the meeting on 11 December 2009, the Board agreed to participate in a joint services project with NHS Grampian at Whinhill, Ferryhill, Aberdeen. This office opened in April 2011.
 - Following representations by the local community in Torry to provide a central facility in the community, it was agreed to refurbish and reopen the property at Victoria Road, Aberdeen. This office was re-opened in April 2011.
 - The City Centre LPT has been relocated from Queen Street into the Police Office at Windmill Brae.
- 6.4 As a consequence of these 8 new Aberdeen Division facilities, all Aberdeen LPTs (with the exception of the Rosemount LPT) are fully located within accommodation in their Inspector Areas. Opportunities to identify alternative accommodation opportunities within the Rosemount Area are continuing to be scoped.
- 6.5 With the introduction of the new offices, it is intended that three other existing offices in Aberdeen are relinquished:
- Before the opening of the Whinhill and Torry offices, a number of officers serving these areas were based out-with their respective areas in the police office at Nigg. Their relocation to these new local offices has released space at Nigg and this has enabled NESAMP, who were previously occupying a leased office at Silverburn Crescent, Bridge of Don, to be relocated to Nigg as from April 2011. There is a break clause within the lease at Silverburn Crescent and it is intended to exercise this right on August 2011.

- The new office within Seaton Primary school now serves the Seaton LPT. It is intended to terminate the lease of the smaller stand alone office at 90 High Street, Aberdeen. This lease runs until May 2013 but there may be an opportunity to assigning the lease of the property to a third party before this date.
- The new office within Manor Park now serves the Northfield LPT. It is proposed that the smaller stand alone police owned property at Cairncry Road be declared surplus to requirements and sold.

6.6 These estate changes will be incorporated into a proposed overall Property Asset Management Plan (PAMP) which will be reported to the Board in early course for approval.

7. REPORT AUTHOR DETAILS

7.1 Alan Cormack
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01224 305260

8. BACKGROUND PAPERS

- 8.1 Report to GJPB (29 August 2008) - Lease of accommodation within Aberdeen City Council 3Rs New School.
- 8.2 Report to GJPB (11 December 2009) - Shared Services Project at Whinhill, Aberdeen

Chief Constable
6 May 2011

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COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20 MAY 2011

TITLE OF REPORT: POLICE PROPERTY DISPOSALS

REPORT NUMBER

1. PURPOSE OF REPORT

1.1 To provide Members of the Grampian Joint Police Board with an update on progress made in respect of the disposal of surplus Police property.

2. RECOMMENDATION(S)

2.1 Members of the Board are asked to note the contents of this report.

3. FINANCIAL IMPLICATIONS

3.1 The sale of surplus property is a key part of contributing towards the funding of the Force Capital Plan. There is £3.961 million of accrued receipts for asset disposals carried over into the 2011/12 budget.

3.2 It is proposed to increase the existing £630,000 capital receipt profile in 11/12 by £575,000 (c/f from 10/11) which gives a total revised anticipated profile in 11/12 of £1,205,000.

3.3 The revised Capital Plan for property sales over the next 3 years will be as follows:

Year	Amount
2011/12	£1,205,000 (£575,000 c/f from 10/11)
2012/13	£300,000
2013/14	£300,000

4. SERVICE AND COMMUNITY IMPACT

4.1 There are none.

5. OTHER IMPLICATIONS

5.1 The disposal of surplus property will reduce the Force's carbon emissions.

6. REPORT

6.1 In the Standing Orders of the Grampian Joint Police Board, the Chief Constable is responsible for managing the Police estate, including the sale of property up to a value of £500,000.

6.2 There was a Capital Receipt Profile through property sales in 10/11 of £575,000. While no receipts were forthcoming, two properties are currently under offer and it is anticipated that these sales will be concluded in 11/12. These are:

- Former Police Station at 124 North Deeside Road, Peterculter - Under offer.
- Former Police office at Provost Graham Crescent, Aberdeen - Under offer.

6.3 Other Properties identified for disposal during 11/12 include the following:

- House at 29 Viewfield Road, Aberdeen (currently being marketed).
- Office at Fonthill Road, Aberdeen (currently being marketed).
- Office at Cairncry Road (to be declared surplus).
- Former Station at Spey Terrace, Mastrick, Aberdeen (sub-let – to be vacated by Aberdeen City Council).
- Redundant radio masts at Mormond and Corehill.

6.4 It will be action to continue to maximise capital receipts from non-operational property in the Property Asset Management Plan(PAMP). The PAMP will be reported to the Board in early course for approval.

7. REPORT AUTHOR DETAILS

7.1 Alan Cormack
Head of Logistics
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01224 305260

8. BACKGROUND PAPERS

8.1 Report to GJPB (7 May 2010) - Police Property Disposals.

Chief Constable
6 May 2011



GRAMPIAN
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Keeping our communities safe

COMMITTEE: GRAMPIAN JOINT POLICE BOARD
DATE: 20 MAY 2011
TITLE OF REPORT: FORCE CONTRACTS AND SPONSORSHIP
REPORT NUMBER

1. PURPOSE OF REPORT

- 1.1 To inform Members of the Grampian Joint Police Board of procurement activity in relation to contracts let on behalf of the Force and sponsorship entered into by Grampian Police over the period 1 April 2010 to 31 March 2011

2. RECOMMENDATION(S)

- 2.1 Members of the Board are asked to note the contents of this report.

3. FINANCIAL IMPLICATIONS

- 3.1 The Force contracts, completed in accordance with Standing Orders, ensures that goods and services are procured in terms of best value to Grampian Police.
- 3.2 The monies and goods raised via sponsorship have allowed the Force to proceed with projects which may not have materialised had these approaches not been made. The sponsorship route has also had the effect of raising public awareness and the profile of the Force in many areas of the community. A list of Sponsorship obtained is attached at Appendix 'B'.

4. SERVICE & COMMUNITY IMPACT

None

5. OTHER IMPLICATIONS

None

6. REPORT

- 6.1 During the financial year 2010-11, the Force let or joined 20 new contracts/arrangements. The value of contracts let is just over £3.029 m. This is up 43.21% from 2009-10. A list of let contracts is attached at Appendix 'A'.
- 6.2 The Procurement Unit has generated both Cashable and Non Cashable savings during the year (£217,065 Cashable and £110,600 Non Cashable). The total savings figure of £327,665 is an increase of 29.80% on 2009-10. This figure can be evidenced and will be reported to the Scottish Government as part of the Force's Efficiency Savings.
- 6.3 The Unit also had an objective to raise £400,000 in sponsorship during the year. With the down turn in the economic environment across the country, obtaining sponsorship monies has become a challenge. In difficult economic times the Force managed to obtain £390,125 of Sponsorship/Partnership funding(an increase of 6.69% on 2009-10).

7. REPORT AUTHOR DETAILS

- 7.1 Colin Heppenstall, Head of Procurement
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01224 305261

8. BACKGROUND PAPERS

None

Chief Constable
6 May 2011

Force Contracts (1 April 2010 – 31 March 2011)

Supplier	Service/Goods	Date	Amount	Comments
Intoximeters UK	Service & Calibration Contract 2010-11	April 2010	£12,493.00	Annual Contract
Ossian Communications	Action in Grampian – Strategy Consultants	April 2010	£2,400.00	Youth Justice
Lion	Service & Calibration Contract 2010-11	April 2010	£11,011.13	Annual Contract
Civil Defence Supply	CS Gas	April 2010	£10,000.00	Strathclyde Police appointment
Alcohol Support	Designated Place	April 2010	£582,000.00	In conjunction with NHS Grampian
Total Gas & Power	Gas Supply	April 2010	£480,000.00	Scottish Government appointment
Scottish Power	Electricity Supply	April 2010	£650,000.00	Scottish Government appointment
BT	RIBA Agreement	June 2010	Nominal charge	Mobile Phone Investigation
Goodyear Dunlop Tyres	Tyres	April 2010	£45,000.00	NPIA appointment
Auto Windscreens	Replacement vehicle glazing	April 2010	£10,930.00	NPIA appointment
Castrol UK	Vehicle Lubricants	April 2010	£3,500.00	Greater Manchester Police appointment
Arval	Fuel	April 2010	£786,000.00	OGC appointment
HPI	HPI Crush Check	November 2010	£0	Roads Policing
Falck Nutec	Bosiet Training	January 2011	£9,310.00	Offshore Training
Scottish Communications	CCTV Public Space – DVD Upgrade	February 2011	£80,448.00	Upgrade system from analogue to digital
Hi Tec Sports UK	Magnum Footwear	March 2011	£8,000.00	Hertfordshire appointment
PVL UK	High Conspicuity Markings	October 2010	£9,600.00	Northern appointment
Auto Parts Garage Equipment Services	Repair of Garage Equipment	November 2010	£9,600.00	Northern appointment

Supplier	Service/Goods	Date	Amount	Comments
Barrachd	IBM Cognos Training	February 2011	£17,500.00	Platform Project
Linux	Linux Support Line and Subscriptions	January 2011	£11,023.01	Platform Project
IBM	Service suit hardware Support	January 2011	£7,872.68	Platform Project
			£3,029,361.70	

Sponsorship/Partnerships (1 April 2010 – 31 March 2011)

Partner	Type	Date	Value	Force Sponsorship Support
Oil & Gas UK Limited	Finance	April-10	£5,000	Off Shore Training
Balmoral Group	Finance	May-10	£5,000	Excellence Awards
Procourse IT (UK)	Vehicle	May-10	£5,000	Vehicle for Aberdeen Local Policing
Belmont Chevrolet	Finance	May-10	£3,600	Finance to pay for above
Park Garage	Vehicle	May-10	£5,500	Vehicle for Aberdeenshire Crime Prevention
Ecosse Motorcycles	Vehicle	April-10	£12,499	Vehicle for Motorcycle Unit
BP	Finance	June-10	£1,000	Safe Team
Subsea 7	Finance	July-10	£600	Purchase of Mountain Bike
NFU Mutual	Finance	July-10	£700	Purchase of Mountain Bike
G4S	Finance	August-10	£300	Junior Warden Scheme Fraserbrough
Total	Finance	July-10	£3,000	Junior Warden Scheme Fraserbrough
Petrofac Training	Leaflets	August-10	£400	Bereavement Guidance Leaflets
Balmoral Group	Vehicle	August-10	£10,000	Vehicle for Crime Reduction Aberdeenshire
Volvo Cars	Finance	September-10	£600	999 Off Road Event
Land Rover	Finance	September-10	£1,000	999 Off Road Event
Mercedes benz	Finance	September-10	£500	999 Off Road Event
Toyota	Finance	September-10	£500	999 Off Road Event
Supatracks	Finance	September-10	£400	999 Off Road Event
Exception Ltd	Finance	January-11	£500	Specials Advertising Campaign

Partner	Type	Date	Value	Force Sponsorship Support
Jim Reid Vehicle Sales	Vehicle	December-10	£4,000	Vehicle from Aberdeenshire Crime Reduction
Fairer Scotland	Finance	2010/2011	£15,947	Body Worn Video Cameras
Fairer Scotland	Finance	2010/2011	£23,296	Tackling Prostitution
Fairer Scotland	Finance	2010/2011	£5,000	Robberies / Violence City Centre
Fairer Scotland	Finance	2010/2011	£5,000	Robberies / Violence Torry
Fairer Scotland	Finance	2010/2011	£8,736	Anti Social Behaviour
UKBA	Finance	2010/2011	£10,000	Illegal Immigrant Custody Care
Konetik Limited	Finance	2010/2011	£285	Schools Alcohol Awareness Trophy
Fairer Scotland	Finance	2010/2011	£25,000	Robberies / Violence
Safer Streets	Finance	2010/2011	£8,060	Street Patrols
Safer Streets	Finance	2010/2011	£3,500	Body Worn Video Cameras
Fairer Scotland	Finance	2010/2011	£833	Action on Violence
Fairer Scotland	Finance	2010/2011	£9,273	Street Base - Youth Annoyance & Underage Drinking
Fairer Scotland	Finance	2010/2011	£9,260	Body Worn Video Cameras
Fairer Scotland	Finance	2010/2011	£38,107	Various
Petrofac Training	Goods	April-10	£800	leather Bike Suit
Cowie Family	Finance	June-10	£1,500	Road Safety Funds
Poyal Mail;	Goods	July-10	£100	Gift Vouchers for Young Driver events
Aboyne Academy	Finance	September-10	£256	Road Safety Funds
Wood Group	Finance	October-10	£150	Road Safety Funds
Conoco Philips	Finance	October-10	£200	Service Seat Belt Sled

Partner	Type	Date	Value	Force Sponsorship Support
marathon Oil	Finance	October-10	£2,000	Service Seat Belt Sled
Champion Technologies	Finance	January-11	£1,220	Service Seat Belt Sled
Central Buchan Rotary Club	Goods	January-11	£1,500	Laptop Computer
BP	Finance	February-11	£1,000	Operation Zenith
Mid Deeside parish Church	Finance	March-11	£150	Road Safety Funds
European Rural Funding - Aberdeenshire	Finance	July-10	£38,400	Education Officer
European Rural Funding - Moray	Finance	July-10	£25,600	Education Officer
Scottish natural heritage	Finance	July-10	£45,000	Education Officer
Taqa Bratani	Goods	July-10	£14,000	Education Pack, Development, Production and Distribution
PAW fund for fighting wildlife crime	Finance	March-11	£1,000	Operation Lepus
PAW fund for fighting wildlife crime	Finance	March-11	£1,000	Operation Moon
Optima	Finance	March-11	£4,000	Education Officer running costs
PAW fund for fighting wildlife crime	Finance	March-11	£1,870	Crime Reporting Aide
Marathon Oil	Finance	March-11	£1,500	Safe Team
Schlumberger	Finance	March-11	£800	Safe Team
Aberdeenshire Community Safety partnership	Finance	March-11	£1,000	Safe Team
Aberdeen Safer Community Trust	Finance	March-11	£1,000	Safe Team
CashBack for Communities	Finance	March-11	£10,000	Rock Challenge

Partner	Type	Date	Value	Force Sponsorship Support
Aberdeenshire Community Safety partnership	Finance	March-11	£4,000	Rock Challenge
Choose Life	Finance	March-11	£1,000	Rock Challenge
NHS Grampian	Finance	March-11	£7,500	Rock Challenge
Bristow Helicopters	Finance	March-11	£500	Youth Diversion Project
Scotmid	Goods	March 11	£500	Vouchers - Fraserburgh Junior Wardens
Coop, Semi Chem, Justrite	Goods	March 11	£84	Various goods for Fraserburgh Junior Wardens
Tesco	Goods	March 11	£100	Vouchers - Fraserburgh Junior Wardens
			£390,125	



COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20TH MAY 2011

TITLE OF REPORT: GRAMPIAN GYPSY / TRAVELLERS SUMMIT –
SUMMIT REPORT

1. PURPOSE OF REPORT

The purpose of this report is to invite the Board to consider the draft report of the Grampian Gypsy / Travellers Summit held in Inverurie on Tuesday 5th April 2011.

2. RECOMMENDATION(S)

It is recommended that the Board consider the attached draft report and provide any feedback on it to the Depute Clerk.

3. FINANCIAL IMPLICATIONS

The total cost to the Board for hosting the summit amounted to £1,960 which is within the £2,000 budget approved for this purpose.

4. SERVICE & COMMUNITY IMPACT

None

5. OTHER IMPLICATIONS

None

6. REPORT

6.1 As previously agreed by the Board, Grampian Racial Equality Council (GREC) facilitated a Gypsy / Travellers Summit on Tuesday 5th April 2011. This event was attended by just under 70 delegates, including around 20 Gypsy / Travellers.

6.2 The Board were represented at the event by Councillor Al-Kowarri, Councillor N Collie, Councillor R McKail and Councillor K Stewart.

6.3 Following the event, GREC undertook to prepare a summary report of the event. The draft report is attached to this report as Appendix One. Board Members are invited to consider this report and advise of any feedback which should be presented.

6.4 The Summit Steering Group will meet on Wednesday 25th May 2011 to finalise the report and any feedback from the Board will be presented to this meeting. The Steering Group will also consider how the report will be utilised to progress the outcomes arising from the event.

7. REPORT AUTHOR DETAILS

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12th May 2011

grec

Equality when you really need it

Grampian Gypsy/Traveller
Cross-Community
Dialogue Day

***Building Consensus:
A Constructive Way Forward***

DRAFT

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Summary

At the meeting of Grampian Joint Police Board in September 2010, there was unanimous support for a proposed summit event to “bring together Local Authorities, Police and other Local and National Agencies to explore the pertinent issues in Grampian and identify appropriate solutions” with regard to improving relations between Gypsy/Travellers and the settled community. Specifically, the Board also agreed that the Area Procurator Fiscal, appropriate members of the Scottish Government, members of the Gypsy/Traveller community, and members of the settled community should be involved. In January 2011 GREC were asked to organise and facilitate the proposed summit event.

A steering group was set up to plan the organisation and format of the event. The group brought together council officers from Grampian’s three local authorities, members of Grampian Police, members of GREC, the clerk to the Grampian Joint Police Board, and George Dunwoody - an expert in community engagement who was volunteering his services to GREC.

From the start of the planning process there was wide agreement that the overarching focus of the event should be to improve relations within the Grampian area. As it became clear that what was being planned was the start of a new approach focussing on participation and dialogue, the following was agreed upon as the aim of the event: *To facilitate a process allowing multiple stakeholders to contribute to a dialogue that enhances cross-community relations.*

The day was a success, with just under 70 delegates attending, including around 20 Gypsy/Travellers. Participants were asked to put forward topics for discussion and a diverse range of issues were covered. The day ended with participants making personal or professional pledges to improve relations within Grampian.

The event received positive news coverage across Scotland.

The Press and Journal

Summit held with travellers is hailed a breakthrough

PROGRESS IN BID TO COOL TENSIONS

BY CALUM ROSS

Published: 05/04/2011

Introduction

Gypsy/Traveller is an over-arching term which includes those who identify themselves as Travellers, Gypsies or Roma, and may be of Scottish, English, Irish, Welsh, or European origin (EHRC Scotland 2010: 8). The term refers to those whom travelling is an important part of their shared group culture and identity (Ibid: 8).

In 2001 the Equal Opportunities Committee of the then Scottish Executive published its first report, an *Inquiry into Gypsy Travellers and Public Sector Policies*. The report was based on wide-ranging research and hearings undertaken over the previous year. The Committee's report made a number of significant recommendations, for example that Gypsy/Travellers should be recognised as a distinct ethnic minority group until they are recognised as a distinct racial group in case law (Equal Opportunities Committee 2001: 7). Many of its 37 recommendations focussed on a number of changes and initiatives to be put in place in order to improve education and health provision, whilst others covered issues of equalities and anti-discrimination (Ibid: 7-30). In a follow-up report in 2005 the Committee raised concerns of the lack of progress and the slow pace at which developments had been made (Equal Opportunities Committee 2005).

In May 2009 social research company Craigforth published the report, *An Accommodation Needs Assessment of Gypsies/Travellers in Grampian*. Craigforth were commissioned by the three Grampian local authorities to undertake the research, which involved 73 Gypsy/Travellers at that time located in the area (Craigforth 2009: 3). In the report it was estimated that there was an estimated population of 500-650 Gypsy/Travellers living in Grampian; this is a conservative estimate during the summer months, though numbers were lower in the winter months (Ibid: 3). The report spawned an inter-agency action plan covering the whole of the Grampian area, based on the following outcomes of the research project:

Outcome 1: Better planning by local authorities, RSLs [Registered Social Landlords] and partner organisations to anticipate, and plan to meet, the future needs and aspirations of Gypsies/Travellers in Grampian.

Outcome 2: Gypsies/Travellers normally resident in Grampian and Gypsies/Travellers visiting the area have accommodation that meets their needs, culture and lifestyle.

Outcome 3: Individual support and community development needs are identified and met.

Outcome 4: Better and more constructive relationships are developed between Gypsies/Travellers and settled communities.

(Craigforth 2009: 9)

The Craigforth report has played an important role in encouraging and focussing inter-agency work in Grampian and has also shaped the relevant work of each individual Local Authority.

As a “Housing Needs Assessment”, one of the issues that the Craigforth Report focussed on was the lack of site provision. There is currently one official site in Aberdeen City, Clinterty, which is owned and managed by the Council. There is one seasonal site in Aberdeenshire, Greenbanks (Banff). There have been no official sites in Moray since the closing of the Channonry site in 2004. In addition there are private Gypsy/Traveller sites in both Moray and Aberdeen. All three Local Authorities have made efforts in the past to develop short-stay Gypsy/Traveller sites¹, though efforts have so far been unsuccessful. The lack of site provision in the North-East and elsewhere in Scotland has often been cited as the cause of increased tensions between Gypsy/Travellers and the settled community.

There are a number of factors that may influence Gypsy/Travellers in their pattern of movements, such as proximity of family and employment factors (Craigforth 2009b: 47). As an economically affluent area in a time of economic hardship in many other areas, the North-East has seen an increase in the numbers of Gypsy/Travellers coming to the area, drawn by employment factors (amongst others). This has further emphasised the lack of site provision in the North-East and led to increased numbers of Unauthorised Encampments. Although there had been previous problems with tensions between Gypsy/Travellers and the settled community, the summer of 2010 saw increased tensions reach dangerous levels in some circumstances. Stand-offs took place between local youths and Gypsy/Travellers on Unauthorised Encampments. The location of some Unauthorised Encampments appeared to be the source of discontent within sections of the settled community and the media. One notable case was that of an Unauthorised Encampment on private land in Aberdeenshire which drew much media attention and put a spotlight on issues such as the role of local authorities and the police in such situations, especially in situations where refuse and waste are left on the property.

As a result of the Unauthorised Encampment mentioned above a petition was presented to the Scottish Government's Public Petitions Committee. The petition, submitted on October 6th 2010, called on “the Scottish Parliament to urge the Scottish Government to review all guidelines relating to trespass and encampments for Gypsies and Travellers to ensure their intent is clear and that they are being

1 This report takes the terminology recommended by the 2004 Scottish Executive guidelines on the management of unauthorised encampments: “Please note that for the purposes of this paper, the term ‘short-stay’ supersedes terms such as ‘transit site’, which has negative connotations for the Gypsy/Traveller community” (Scottish Executive 2004: 8).

applied” (Public Petitions Committee 2010). The Committee asked respective agencies for their input on matters relating to the management of unauthorised encampments, in the hope that some of the issues raised in the petition could be resolved.

In November 2010 the Aberdeen & Aberdeenshire Gypsy/Traveller Issues Working Group was set up by the Scottish Government Minister for Housing and Communities, Alex Neil. The group was made up of relevant parties in the area (including Gypsy/Traveller representation in the form of young person's group Article 12) and the following remit was agreed upon: “Our objective is to improve community relations by ensuring that issues relating to unauthorised Gypsy/Traveller encampments in Aberdeen and Aberdeenshire experienced during 2010 are resolved and/or mitigated to the extent that incidents are significantly reduced” (Scottish Government 2011: 1). The group thus had an over-arching purpose of improving relations in “a manner underpinned by improved communication, respect and understanding” (Ibid: 1). An action plan was developed which formed a substantial part of an Interim Strategy for the area, published in March 2011.

In light of the above developments, at the meeting of Grampian Joint Police Board on September 10th 2010, there was unanimous support for the call for a “summit” to “bring together Local Authorities, Police and other Local and National Agencies to explore the pertinent issues in Grampian and identify appropriate solutions” (Grampian Joint Police Board 2010: 3). Specifically, the Board also agreed that appropriate members of the Scottish Government, members of the Gypsy/Traveller community, and members of the settled community should be invited to the event (Ibid: 4). In January 2011 Grampian Regional Equality Council (then Grampian Racial Equality Council) were asked to organise and facilitate the proposed event.

Format/Methodology

Steering Group

A steering group was set up to plan the organisation and format of the event. The group brought together council officers from Grampian's three Local Authorities, members of Grampian Police, members of GREC, and a clerk from Grampian Joint Police Board. Efforts were also made to include Gypsy/Traveller representation on the steering group. GREC engaged a volunteer, Abeline, from the Gypsy/Traveller community, who helped recruit Gypsy/Traveller attendance. Abeline was also able to influence the structure of the day, making it a more appealing event to the Gypsy/Traveller community.

Format of the Day

The initial format decided upon by the group was one that reflected the wording used by Grampian Joint Police Board, i.e. that the event was to be a summit. The purpose of the day would therefore focus on reaching an endpoint, with a fairly rigid format covering only a few key issues or questions. As time went on there was a growing acceptance that what we were really embarking on was a starting point to further cooperation and dialogue, rather than fulfilling any ultimate goals at this stage.

A key addition to the steering group was George Dunwoody, an expert in community engagement and consultation, who volunteered his services to GREC. George helped focus the group on defining its objective, and secondly in encouraging the group to choose a format that would allow such an objective to be realised.

Aim, Objectives and Desired Outcomes

From the outset of planning the event there was agreement that the overarching aim should be one of improving relations within the Grampian area. This was re-enforced by the remit of the Housing Minister's Working Group, and the discussions of the Grampian Joint Police Board. As it became clear that what was being planned was the beginnings of a new approach, encouraging progress with a basis in participation and dialogue, the following was agreed upon as the overarching aim of the event:

To facilitate a process allowing multiple stakeholders to contribute to a dialogue that enhances cross-community relations.

Following discussion and debate within the steering group and some input from Grampian Joint Police Board, the following objectives for the day were identified:

To encourage better community relations.

To improve awareness of the needs of the respective communities.

To discuss the obstacles to alternative provision for Gypsies/Travellers as recommended in the Craigforth Accommodation Needs Assessment.

To increase understanding of the roles and responsibilities of the respective agencies.

To increase understanding of the Aberdeen City and Aberdeenshire Interim Strategy and what it may mean for the area.

The following desired outcomes were also agreed upon:

The beginnings of a dialogue process involving multiple stakeholders to enhance cross-community relations.

Participants identify and commit to one or more personal/professional actions that will improve community relations.

The first desired outcome reflected the overarching aim of the day, to initiate a dialogue process aimed at improving relations, as well as emphasising that the event was the beginning of a longer, challenging process. The second desired outcome came about as an example of a similar type of event that a steering group member had previously attended. As it was decided that there was no need for another action plan, this second outcome, with its focus on personal responsibility and initiative, was deemed a suitable alternative.

A title of the day, reflecting the aim and objectives, was then agreed upon:

“Grampian Gypsy/Traveller Cross-Community Dialogue Day. *Building Consensus: A Constructive Way Forward.*”

Invite List

In-keeping with the concept of building a dialogue involving all respective parties it was decided that all relevant stakeholders should be invited. Gypsy/Travellers, MSPs (including the Housing Minister), councillors, council officers, Grampian Police, representatives from community councils, the fiscal's office, NHS Grampian, relevant organisations/groups such as the Equality and Human Rights Commission, the Scottish Traveller Education Programme and Article 12 were all invited to participate in the event. It was decided that due to limited spaces being available that members of community councils should be invited to represent the settled community. Community Council representatives were invited based on the past

occurrence of Unauthorised Encampments in the area. Emphasis was placed on attracting Gypsy/Traveller attendance at the event as meetings and events regarding this community and related issues have often lacked legitimacy and effectiveness due to a lack of participation. This was particularly important in this circumstance due to the event being designed as a “dialogue day”. Unfortunately no MSPs were able to attend, due to the event falling within the purdah period.

There were subject areas that were predicted as topics participants would want to discuss, and experts in these fields were invited to attend to aid the group discussion. Experts were asked to “be on tap, not on top”, i.e. to provide their expertise when answers could not be reached through the general discussion of the group. Experts were paired with a facilitator whose role was to encourage all participants to contribute and to ensure that there was an appropriate focus to the discussion. Facilitators were also asked to make sure participants were respectful and polite to one another, and that a constructive attitude was encouraged throughout.

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Programme and Discussion

The Dialogue Day was opened with a welcome from the Director of GREC, Jeannie Felsing. Jeannie emphasised that the day was future-focused and that participants should concentrate on matters that improve understanding and communication. Participants were reminded that the day was informal and that only first names should be used, and no job designations.

Jeannie then introduced Dave Simmers, someone with long experience of direct work with Gypsy/Travellers. In 1997 Dave helped set up GTEIP- the Gypsy Traveller Education and Information Project which he coordinated for 7 years. Dave offered some insights that he had gained from his previous experiences. He made it clear that the Gypsy/Traveller community was a heterogeneous group and not the homogenous group of wrong-doers that is portrayed by the local media. Dave made the point that the closing off of traditional sites and moving people from encampments is just moving the problem elsewhere. Gypsy/Travellers just want a safe and secure home like everyone else, and therefore new site provision is needed. Dave emphasised the benefits that would arise from such new provision in terms of the greater access to services like education and health. Dave concluded by saying that it doesn't really matter what people think of Gypsy/Travellers, they will still be here, and so we must find a way that we can live side by side.

George Dunwoody then introduced the first session of the day, asking participants to introduce themselves to their group and state their areas of interest that they would like to raise as topics for discussion groups in the following sessions. Facilitators then fed back each groups' areas of interest to the wider room and discussion group topics were assigned to each table on the basis of this feedback. Although many of the areas raised by participants had been foreseen by the steering group and "experts" had been asked to join groups covering these topics, there were topics raised that were unforeseen, such as cultural awareness, employment issues, and site facilities. With each table assigned a different subject area, participants were then able to choose the discussion group they wished to join and were encouraged to move between different groups during this session. This Open Space-type format allowed participants the opportunity to cover all their areas of interest and also allowed for participants to leave a group if they were becoming frustrated with the discussion.

Feedback to all participants was given by facilitators:

Education

Issues raised during the discussion:

Bullying at school.

Parents are often lacking information and knowledge of schooling and the education system in general.

Gypsy/Traveller children who attend primary school don't tend to continue into secondary education. Often Gypsy/Travellers feel neglected and that the school is not interested in what they have to say.

Suggestions made by the group for resolving issues and moving forward:

Raise awareness of bullying within schools. A holistic approach was recommended which provides support for both victims and perpetrators of bullying in order to break ongoing cycles of harassment and abuse.

Better communication between schools & Gypsy/Traveller families to improve parents' knowledge, with the hope of avoiding misunderstandings, therefore building up trust. Better use could be made of the school and local authority websites to enable wider access to information.

Teachers working more closely with primary 7 pupils to promote the benefits of continuing with their education. School could be more flexible, taking into account that different communities have different beliefs and approaches.

Local authorities should make sure that relevant information is easily available and is kept up-to-date, e.g. home tutoring information, curricular guides etc. Schools and Local Authorities should also be aware, and make use, of national guidance from the Scottish Government and the Scottish Travellers Education Programme (STEP).

STEP, with funding from the Scottish Government, are piloting a new scheme – eLearning and Traveller Education Scotland (eLATES) - making use of ICT by issuing Gypsy/Traveller secondary school children with laptops to allow further access to education beyond primary school. Only 4 local authorities in Scotland have taken up this scheme – involvement from a greater number of authorities could be a move forward.

If Gypsy/Traveller children are unable or unwilling to attend school then the possibility of specialist teachers visiting sites should be considered.

Equalities

Issues raised during the discussion:

Lack of data regarding discrimination suffered by Gypsy/Travellers, which in turn leads to a lack of support and resources. Tied into this is that Gypsy/Travellers are unlikely to report instances of discrimination and harassment.

Perceived lack of support when discrimination and harassment are reported.

Although policies are in place, it seems they are not fully implemented.

Discrepancies in the cost of renting council properties and the cost of renting a pitch on Gypsy/Traveller sites.

Specific instances of discrimination such as bin men refusing to pick up rubbish because of alleged fear of Gypsy/Travellers.

Suggestions made by the group for resolving issues and moving forward:

Doing what needs to be done to move beyond fear on both sides.

Encouraging a more balanced coverage of Gypsy/Travellers in the media.

A need to foster the political will to provide Gypsy/Traveller sites and therefore off-set the tensions that arise from some unauthorised encampments.

Equalities training should be provided to relevant stakeholders, whether this be mandatory or voluntary.

Unauthorised sites

Issues raised during the discussion:

The lack of official sites and appropriate stopping places.

The problem of fly-tipping and the difficulty of identifying perpetrators. Specifically, the leaving behind of work-related materials and waste. There is a perception that the number of Gypsy/Travellers coming to the area from outside of Scotland has increased in number and that such groups may tend to be worse in terms of fly-tipping. There was recognition that this was a generalisation.

Some Gypsy/Travellers stay too long on temporary sites. An example was given of one family/group staying on a site for 10 months.

Perception that police don't always act when problems are brought to their attention. However, this was refuted by at least one member of the group.

Suggestions made by the group for resolving issues and moving forward:

More well-run sites. This would take some pressure away from unauthorised sites. There should be more planning groups working on setting up new sites and it should be easier to access local authority and Scottish Government grants for setting up sites.

Basic sites, with limited facilities provided in fields could be adequate for a temporary site. Some Gypsy/Travellers would be quite happy to pay fees for such sites.

There is a need for an increased political will to give planning permission to Gypsy/Travellers for private sites.

Older/traditional sites which have been blocked off over the years for various reasons should be re-opened. If such land is now in private ownership this would obviously be problematic.

The task of local authorities could be helped by placing a statutory duty upon the crown commission and forestry commission to provide land for sites. .

In terms of fly-tipping and removal of waste there is a need for dedicated staff within local authorities to deal with such issues.

The need for building up a rapport between designated officials roles and Gypsy/Traveller groups, though this is a long-term project.

There should be firmer ground rules for the use of sites, and these need to be enforced.

In general the dialogue between Gypsy/Traveller communities and settled communities could improve.

Sites and facilities

Issues raised during the discussion:

There is very little authorised provision in terms of sites, with Clinterty being the only one in Aberdeen.

A lack of understanding of Gypsy/Traveller culture and related things such as group sizes and movements. There needs to be recognition that Gypsy/Travellers tend to work and move around in family groups, and therefore site provision needs to be large enough to accommodate this, but small enough to be manageable.

Gypsy/Travellers in the group suggested Clinterty is small enough for Gypsy/Travellers to develop a relationship with the site manager.

The community centre at Clinterty's site has been closed for some time – having a negative impact on quality of life.

Some in the Gypsy/Traveller community often feel that there is no point in applying for planning permission as they have a very low expectation of getting it.

Lack of Gypsy/Traveller participation and representation. Gypsy/Travellers are spoken about in their absence and no-one represents their views.

Suggestions made by the group for resolving issues and moving forward:

There should be more authorised sites. This would reduce unauthorised encampments, which in turn would have a knock on effect in terms of reducing costs and tensions created by the mess left behind by some Gypsy/Travellers.

New sites should be of a manageable size, taking into account Gypsy/Traveller culture and corresponding needs.

Good working relationships between site managers and Gypsy/Travellers on new sites should be fostered.

There should be an improved process of applying for planning permission. There should be more information available to explain the system so that people have a better understanding.

The possibility of Gypsy/Travellers having representatives on local community councils or community area forums.

Policing and Legislation

Issues raised during the discussion:

the relationship between unauthorised encampments and the lack of sites. Other areas in Scotland have sites in place and appear not to have the same problems as in Grampian.

Budget cuts - what priority do local authorities now place on getting sites up and running?

There is a lack of clarity in terms of guidance and policy that relates to Gypsy/Travellers. Much guidance and policy is ineffective without legislative backup.

Cities and towns have grown, old policies are no longer fit for purpose

The blocking off of more sites.

Not meeting problem in terms of timetable.

Coverage in the local media is high profile and negative.

There is a lot of self-policing within the Gypsy/Traveller community, which is often not seen by the general public.

Suggestions made by the group for resolving issues and moving forward:

Look into the experience of other local authority areas and see how better relations are maintained and how sites are developed.

Liaison workers playing a key role in mediation between Gypsy/Travellers and public authorities.

Suggestion that Gypsy./Travellers should attend Community Council meetings.

Short-term sites

Issues raised during the discussion:

The difficulties of getting short-term sites established. This is something that has been talked about and attempted for years but with no result at the end of it. Some local authority areas have many sites.

The need to look not only at short-stay sites, but a variety of sites.

Community needs to be clear about what is meant by short-stay sites.

Where should short-stay sites be placed: nearer larger villages, where much land is already earmarked for housing developments; or more remotely, where there is a lack of amenities and transport links?

Suggestions made by the group for resolving issues and moving forward:

Going through the Local Development Plan process. This can be used to provide for sites rather than as basis for refusal (which has sometimes been the case or the perception in the past). One way of achieving this may be to link new short-stay sites into new housing development plans.

A review of the management of sites, and how travellers themselves can be involved in such management.

Serious assessment of Scotland's policies is needed, as there have been lots of changes to policy in England.

Economics and Employment

Issues raised during the discussion:

misunderstanding and lack of knowledge about Gypsy/Traveller culture and employment is common. Local Authorities also seen as having problems understanding random movement of Gypsy/Travellers and this can make it difficult to put resources where most needed.

Finding work is much harder now, it seems there are more people chasing fewer jobs.

In terms of employment issues there are some unscrupulous groups giving other Gypsy/Travellers a bad name. Tensions between different ethnic groups, rather than resolving these issues themselves the groups felt it was better to move on and move out of the area.

Suggestions made by the group for resolving issues and moving forward:

Greater awareness and understanding of Gypsy/Traveller cultures.

Increasing the possibilities of employability; therefore more education is required. This would also involve tackling bullying problems in schools and changing the attitude of some teachers

Overcoming lack of numeracy and literacy skills with tutors being available on sites to help.

Innovative education models could be tried out.

Re-training people with other skills.

Media

Issues raised during the discussion:

Written media reports are usually inaccurate.

The Gypsy/Traveller community get blamed for things they're not involved in or the whole community get blamed for the actions of the minority of people.

Newspaper journalists often take photos without getting permission and this causes discord.

Suggestions made by the group for resolving issues and moving forward:

Looking for a spokesperson to build up relationships with the press and get more positive stories out there.

Reaching out to local newsletters and magazines.

Persevering to get stories out there. It will be an on-going project to affect the media's reporting.

Health issues

Issues raised during the discussion:

Relatively poor health of some Gypsy/Travellers compared to the settled community, for a variety of reasons.

Some Gypsy/Travellers, moving to different areas, not registering with GPs. This is an important point of access into health services: offering help with a

lot of advice like stopping smoking, children's health, access to specialists such as midwives, and providing access to prescriptions.

Relatively fewer male patients accessing health services – a problem in the Gypsy/Traveller community and wider society.

Suggestions made by the group for resolving issues and moving forward:

Promoting health care and a healthy lifestyle for all, including Gypsy/Travellers.

More permanent sites as this would make it easier for provision of care, and better access to health services, midwives etc.

Encouraging GP registration for all. Also encouraging the use of Hand-Held Records to promote better information-sharing.

Males need to be encouraged to access health services more – effort needs to be made to engage with this section of the population.

Cultural awareness

Issues raised during the discussion:

Main issues were cultural differences between different Gypsy/Traveller groups – Scottish, English, Irish, all seem to be different. Tensions within Gypsy/Traveller communities themselves – feelings of people coming to take away the jobs of others.

Changing lifestyle and character of Gypsy/Traveller. There is a perceived new generation of Gypsy/Travellers - the group felt that there is a difference from previous generations of Gypsy/Travellers.

The question of who is actually a Gypsy/Traveller. Some felt it seems like some people travel to the area to look for work and seem to pick up the name Gypsy/Traveller so they can avoid prosecution for staying somewhere too long or staying somewhere they shouldn't be.

Concern that there is prejudice against Gypsy/Traveller from settled community, for example, not wanting any sites near them.

Feeling that some councils are slow to move waste from Gypsy/Traveller sites/encampments The waste then spreads around as it is left for too long

Suggestions made by the group for resolving issues and moving forward:

Need to get different Gypsy/Traveller communities together and facilitate dialogue between them.

New sites should be agreed with Gypsy/Travellers, not without them.

Councils should be quicker in removing waste, therefore avoiding the dispersal of rubbish that is left sitting to be picked up.

Closing Summary – George Dunwoody

Pledges

The main afternoon session was dedicated to personal/professional pledges. Facilitators went round their table, asking participants to sign up to either a personal or professional commitment to improve relations. In general the response and participation of delegates was very positive. Here is a selection of the pledges that were made:

To facilitate better communication between Gypsy/Traveller groups and settled communities, and continue to look for short stay sites.

To do my best to speak to private landowners to give land for sites.

I will encourage all politicians to put pressure on the government to pass legislation that requires the Crown Estate and Forestry Commission to bring forward land for sites.

I will seek to encourage respect between Gypsy/Travellers and settled communities, and to encourage Gypsy/Travellers to show respect for the environment.

I will continue to be committed to issues of Gypsy/Travellers and provide the necessary advice and support.

I will improve my knowledge of the situation with regard to Gypsy/Travellers in the North East.

To undertake to speak to Traveller groups and understand their culture and encourage Gypsy/Traveller membership of Community Councils.

To do my best with quality and non-discrimination as the basis for how I treat everyone I deal with.

To work harder to acquire transit sites.

To have a more proactive role in providing education for travellers.

Try to get at least one transit up and running this year in the county.

Work to meet accommodation needs of Gypsy/Travellers.

To try and get settled community and Travelling community to understand each other better, possibly through Community Council Forums.

To address the concerns both of the Gypsy/Traveller and settled communities and assist in seeking a long term resolution.

To ensure the response to any issues arising from the presence of an unauthorised encampment is proportionate and takes a balanced view which respects the rights of Gypsy/Travellers and the settled communities.

To continue to work in collaboration with partners, both at a local and national level, to achieve the aims of the interim strategy of Scottish Government Working Party, and in an effort to develop sustainable, long term resolutions to the issues arising from unauthorised encampments.

Continue to design and deliver joint training and awareness programmes.

Be involved in short-life projects looking at best practice in relation to the management of unauthorised and short-term halting sites.

If I pull in to a lay-by I will make sure it is kept tidy, even if it is not me who has left a mess.

To put forward the opinion of Gypsy/Traveller community, and try to get a representative to put forward issues/feedback to other people.

I will collate feedback from people and provide a voice for Gypsy/Travellers.

I will discuss the learning issues from today with colleagues, particularly in literacies.

Continue to promote equality and diversity in connection with work that effects both settled and travelling community.

Shared view: treat everyone fairly and continue on path to find a resolution.

To support children who face bullying at schools.

To encourage the involvement of Gypsy/Travellers in community planning matters.

To contact relevant people within Aberdeen City and Shire council and pass the necessary messages on about difficulties with

continuing secondary school, bullying, draw attention to guidance and other supportive leaflets regarding the school.

Pass the message in the form of policy statement to Aberdeen City Council.

To raise personal awareness and understanding of the culture and way of life of Gypsy/Travellers.

Sharing knowledge with others, especially students at the secondary school.

NHS pledges:

NHS Grampian will continue to provide healthcare to all of the people of Grampian and the North East of Scotland. Health care will continue to be provided on a fair and equitable basis.

Specifically we will:

Continue to meet the health care needs of the Gypsy/Traveller communities in a fair and equitable basis

Promote greater GP registration

Promote the Hand Held Record.

Continue the programme of Equality and Diversity training for NHS Grampian Staff

Work jointly with Gypsy/Traveller communities and stakeholder and Gypsy Traveller Liaison officer.

Grampian Police pledge:

To take forward the Interim Strategy for the North-East by progressing all of their action points.

Some participants felt that this was not the right stage in the process for individuals to be making pledges, and that instead it was the responsibility of local and national authorities to be putting in place legislative frameworks for progress to be built upon.

Feedback and Evaluation

At the end of the event participants were asked to give their impressions of the day to the facilitator. Participant's feedback was generally positive:

“Helpful and very worthwhile, start of a new beginning”

“The day was worthwhile in hearing what others had to say.”

“Already knowledgeable on issues but hopefully this can be a further catalyst for change and improvement.”

“A very useful start - “long journeys begin with small steps!””

“Constructive day to take matters forward and provide a platform from which to build.”

“Positive opportunity to share and develop views in a candid and forward looking context.”

“It was useful. It would be good to have a follow up – perhaps every 6 months to make sure progress is made.”

“Ongoing dialogue is important.”

“I'm more informed – it was really interesting and thought-provoking.”

“Excellent to be able to get my views across.”

“I'm more positive now – was a good event and discussion.”

“Better insight into Gypsy/Travellers – positive awareness raising.”

“Interesting and valuable – a lot of work to be done.”

“Good opportunity to start knocking on the door that's been closed for so long.”

“Helpful – greater understanding of Gypsy/Traveller culture and needs.”

“It brought people together.”

“A day well spent – useful for understanding the bigger picture.”

Some participants specifically felt the benefits of the involvement of members of the Gypsy/Traveller community:

“Excellent, particularly great to have many Gypsy/Travellers families. Good to make contacts.”

“Helpful, informative, was good to meet some of the Gypsy/Traveller families”

“Very worthwhile event. Valuable hearing views and exchanging views of the issues regarding Gypsy/Travellers. Of particular value was having members of the Travelling community present. Would have been advantageous to have had a contribution to the discussion from them.”

“Interesting to meet with Gypsy/Travellers, particularly younger travellers views. However, local elections may impact on ability to move forward.”

There was some negative feedback received, though on the whole this was constructive:

“How will pledges be taken forward?”

“Should have had more members of the settled communities; very useful.”

“Of limited benefit for me as many of the issues have previously been discussed”

“Useful in hearing Gypsy/Traveller perspective. However, there were no pointers in how things will move forward – there needs to be a political solution.”

“Worthwhile, reaffirming key focus: halting sites. However, lack of executive level presence from Local Authorities, and lack of attendance from local community councils noted and would have wanted them here as part of debate to listen and contribute.”

“My views haven't changed since I came this morning, I still feel the same way (unfortunately it is negative). Informative but no positive vibes.”

“Difficult to say. There was a lack of councillors and government officials.”

“Enlightening about culture. I would have liked to hear what is to be done – there should have been information on that. Where is info going and where do we go from here?”

“Good: the initial idea of wanting to help; the day was well-organised; I would like to have seen more Gypsy/Travellers from different sites.”

“Disappointed that Aberdeen City representatives failed to attend. I will get active and will progress this as soon as possible”

“Would be good to see 6 months from now if any positive outcome from this event is taking place.”

Some feedback was also received after the event. Again, this was on the whole positive, with members of Grampian Police, Local Authorities and the Scottish Government congratulating GREC on organising a successful event. Again questions of future plans and progress were raised.

Over the course of planning the event and the experience on the day itself it became clear that to limit the issue to improving relations between the settled community and Gypsy/Travellers, was reductive. It is clear that there are many divisions and tensions within both communities, and it will be crucial to bridge many of these if significant progress is to be made. On reflection it would have beneficial to try and address both inter- and intra- based tensions during the dialogue day.

DRAFT

Moving Forward

There were ten topics covered during the Dialogue Day. How can the issues and solutions raised under these topics be taken forward? Many of these issues have already been incorporated into such documents as the Grampian Inter-agency Action Plan (based on the recommendations of the Craigforth report) and the Aberdeen & Aberdeenshire Gypsy/Traveller Issues Working Party Strategy. The Dialogue Day can be seen in terms of re-focussing energies on the content of such strategies and action plans and allowing for the type of multiple stakeholder dialogue that has often been missing from previous attempts to address the relevant issues. Below is a summary of how each topic that was discussed on the day fits into the context of previous reports, strategies and action plans, and how things can now be taken forward as part of a wider focus on improving relations in the North-East.

Health, Education and Equalities

There has been much research done across the UK into education provision and Gypsy/Traveller communities. Much of the research focuses on barriers to effective education provision, such as bullying, lack of cultural awareness, distrust between Gypsy/Travellers and Local Authorities, interrupted learning and an unwillingness to try innovative solutions. The Scottish Traveller Education Programme (STEP) is the main organisation that deals with these issues in Scotland. Amongst other things they have worked to explore ways in which the problems of interrupted learning can be overcome. More joined-up working can be done between Local Authorities, STEP and Gypsy/Travellers in the area to develop suitable education provision that meets the needs of Gypsy/Travellers.

Similarly, many barriers exist for Gypsy/Travellers accessing health services. Although there is a lack of reliable data that covers the whole of Scotland, there are smaller studies and substantial studies south of the border that highlight the shocking disparities between the health inequalities that exist between Gypsy/Travellers and members of the settled community. Some of factors that impact on the health of some Gypsy/Travellers and the ability of some to access services are: inadequate accommodation; lack of access to running water; insecurity and harassment; problems with follow-up treatment; lack of continuity of care; difficulties registering with a doctor; lack of postal address; and intolerant attitudes of health staff and receptionists (National Resource Centre for Ethnic Minority Health 2007; The University of Sheffield 2004).

The Craigforth Action Plan calls for greater engagement between Gypsy/Travellers and NHS services, including the proper implementation of barriers to access such as Handheld Health Records (Craigforth 2009: 113). As can be seen from the pledges

made by the NHS staff present at the Dialogue Day there seems to be a substantial commitment to help diminish the gaps in inequalities seen in this area. It is hoped that increased working between relevant staff in all three local authorities, along with a re-launch of the Handheld Health Record scheme, currently in progress, will help improve access to health services.

Equality issues lie at the heart of education and health provision. Equalities also have a wider dimension in terms of Gypsy/Traveller issues. English and Irish Gypsies have already been recognised in law as distinct racial groups; in 2001 the Equal Opportunities Committee recommended (the recommendation was accepted by the Scottish Executive) that Gypsy/Travellers (including Scottish Travellers) be recognised as a separate ethnic minority group until case law confirms this. Therefore it follows that the sections of the Equality Act 2010 relating to race and ethnic minorities apply to Gypsy/Travellers. More work can be done, perhaps in the form of training, in order to further understand the implications of this for Gypsy/Travellers and service providers such as Local Authorities.

Another aspect of equality that is sometimes raised by members of the settled community, is a perception that Gypsy/Travellers get special treatment because of who they are. In order to improve relations it is important that, in moving forward, both the voices of the settled and Gypsy/Traveller communities are listened to, and that relevant agencies make it clear that although in certain circumstances extra efforts may be necessary to ensure that Gypsy/Travellers have equal access to services like health and education, such action is justified because of the ongoing barriers faced by Gypsy/Travellers. Such improvements in relations rely on improved communication between communities. The Interim Strategy Action Plan calls for “improved liaison and communication” with both local settled communities and visiting Gypsy/Travellers (Outcome A1 and A2) (Scottish Government 2011: 4).

Unauthorised Encampments

The issue of unauthorised encampments is perhaps one of the most sensitive in terms of relations between Gypsy/Travellers and the settled community. This can be seen in the coverage of Gypsy/Traveller issues in the local press which focusses almost solely on encampments, and the prominence that the issue has in documents like the Interim Strategy. The Strategy's Action Plan calls for “clear and consistent application of procedures relating to Unauthorised Encampments” (Outcome D1). It is hoped that through such means as improved communications and clear procedures, tensions between communities can be eased while longer-term solutions are developed and put in place.

Although unauthorised encampments were widely discussed at the Dialogue Day, it is important to note the wide range of other topics that were covered: evidence that the issue of unauthorised encampments are part of a much bigger, more complex picture. For example, when considering the difficulties in accessing health and education two important factors are the lack of official sites and the unauthorised encampments that this leads to.

Policing and Legislation

Many of the issues regarding policing and legislation relate to misunderstandings over the powers of the police and when various legislation is applicable. Grampian Police have recently published an updated policy document, *Gypsy/Travellers Unauthorised Encampments Force Procedure*. This new policy is available at As mentioned above Aberdeen City and Aberdeenshire will publish new “Managing Unauthorised Encampments” policies in 2011 and these will include explanations of the various relevant legislation. The publication and circulation of these documents will diminish tensions that have been caused by misunderstandings and lack of clarity in the past.

Short-Stay Sites, Sites and Facilities

One of the themes to arise throughout the Dialogue Day was the lack of site provision in the North-East. There is a fairly widespread consensus that in order for relations to improve significantly and sustainably some form of increased site provision will be necessary. This has formed substantial parts of the Interim Strategy and Craigforth action plan. For example Outcome 2 of the Craigforth action plan states that “Gypsies/Travellers normally resident in Grampian and Gypsies/Travellers visiting the area have accommodation that meets their needs, culture and lifestyle” (Craigforth 2009: 109). Under this outcome Local Authorities are expected to increase provision in the North East by 35 pitches – 12 in Aberdeenshire, 23 in Moray and a reallocation of pitches in Aberdeen to provide for a short stay site (Ibid: 109). Under a similar outcome heading the Interim Strategy calls for continued efforts to provide more sites through Local Development Plans (LDPs) and for an additional “transit” site to be provided at Clinterty (Scottish Government 2011: 6).

Work on increased site provision is ongoing through Local Development Plans (LDP). Additionally, money has been allocated by the Scottish Government for Aberdeen City and Aberdeenshire to develop short-stay sites in the interim period

before LDP sites come to fruition. This additional money and focus (provided by the Housing Minister's Working Group) should lead to the provision of a short-stay site in Aberdeen City and Aberdeenshire by the end of 2011.

Media

There was general agreement within the Media discussion group, and other groups, that media coverage of issues relating to Gypsy/Travellers in the North-East was almost always negative and therefore a barrier to improving relations. The Craigforth Action Plan mentions working together to counter negative media coverage and for greater partnership work in responses to the media on issues pertaining to unauthorised encampments (Craigforth 2009b: 115). The Interim Strategy Action Plan calls for an "Effective Media Strategy" (Outcome A6), calling for joint working between local authorities and the police when dealing with media, and also for greater consideration to be given to the "impact of negative language, stereotypes and press reporting with a view to promoting more positive images and messages" (Scottish Government 2011: 5).

More balanced media reporting is a difficult issue to tackle; as long as output is kept within the boundaries of what is legal (i.e. it does not amount to incitement to racial hatred), then it is the prerogative of the media as to what is broadcast or printed. It may be down to members of the Gypsy/Traveller community to increasingly engage with local media outlets in order to produce the reporting of more positive stories.

Cultural Awareness, Economics and Employment

However, a lack of cultural awareness seems to be at the root of many tensions and misconceptions between Gypsy/Travellers and the settled community. The Craigforth Action Plan calls for "Increased understanding of the needs, culture and lifestyle of Gypsies/Travellers amongst public sector employees" (Craigforth 2009: 118). One of the desired outcomes of the day was to improve awareness of the needs of the respective communities. It felt that this was successfully achieved through the discussion in this group in particular, and more generally in the discussions throughout the day. Outcome A5 of the Interim Strategy also calls for "Improved understanding of Gypsy/Traveller culture and a reduction in prejudice" through better engagement with various groups such as schools, businesses and local communities (Scottish Government 2011: 5). It is hoped that through increased use of an inclusive format such as the Dialogue Day with discussion between all stakeholders, relations can be improved.

General themes to come out of the day

Like the Dialogue Day, the Interim Strategy also focuses on more general aspects of improving relations. This can be seen in outcomes such as “Improved liaison and communication with local and settled communities”, “Improved liaison and communication with visiting Gypsy/Travellers” and “Improved use of mediation” (Scottish Government 2011: 3-4). To achieve these outcomes the report recommends such actions as reviewing engagement arrangements in such settings as community councils, a suggestion that came up in a numerous groups throughout the day, and identifying representatives from both the settled and Gypsy/Traveller communities to attend Grampian's Inter-agency group (Ibid: 3). Due to contacts made at the Dialogue Day, moves have already been made to seek such forms of representation. In this way it is hoped that many more meetings in the future take a similar approach to the dialogue, with as many key stakeholders involved in the process as is possible and practical.

The events of 2010 and early 2011 have made it clear that there must be an improvement in relations between Gypsy/Travellers and the settled community in the North-East of Scotland. The Dialogue Day, along with the publication of the Interim Strategy on improving relations in the area, marked the beginning of a fresh and energised attempt to tackle issues that have been on-going for some time. It is hoped that a multi-stake holder approach based on the foundations of dialogue and understanding the needs of others can provide a solid foundation for making future progress and entrenching good relations in Grampian. As one participant put it: “Long journeys begin with small steps”.

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COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 20TH MAY 2011

TITLE OF REPORT: GRAMPIAN INDEPENDENT CUSTODY VISITING SCHEME – UPDATE REPORT

1. PURPOSE OF REPORT

The purpose of this report is to provide an update to Board Members with respect to the introduction of an Independent Custody Visiting Scheme in Grampian. Additionally, the report invites Members to consider appropriate travel expenses rates for Scheme Volunteers.

2. RECOMMENDATION(S)

It is recommended that the Board:

- i) Approve the Volunteer Expenses Scheme detailed within the report
- ii) Note the update provided.

3. FINANCIAL IMPLICATIONS

The proposed new expenses will have some impact on the overall Custody Visiting Scheme budget. The Scheme Administrator will monitor the spend and manage the visit rota to ensure that planned activity can be progressed within budget.

4. SERVICE & COMMUNITY IMPACT

None

5. OTHER IMPLICATIONS

None

6. REPORT

- 6.1 Seven volunteers were formally appointed as Independent Custody Visitors for Grampian Joint Police Board with effect from 1st April 2011. All volunteers have indicated their acceptance of this appointment and

the majority have now completed all necessary steps to be issued with a Visitor ID Badge.

- 6.2 A visit rota, providing for two visits per month to the three Custody Facilities presently being covered is now in place. A verbal update on progress of visits will be provided to the Board.
- 6.3 A schedule of dates for Volunteer Development Sessions has been provisionally set. The first meeting for all volunteers will take place in Mid June 2011 and arrangements for this, including facilities to enable attendance via video conference are being finalised.
- 6.4 The Scheme is presently making use of printed report forms which were prepared some time ago. An update of these forms is currently being arranged in order to reflect best practice guidance and ensure that all relevant information in respect of visits conducted is recorded.
- 6.5 A recruitment drive for new volunteers will be run in August – September 2011. Any Board Members who can assist with the identification of potential volunteers are asked to advise the Policy & Advice Officer.
- 6.6 In progressing the appointment of volunteers, it has been noted that current expenses levels do not adequately reimburse the actual cost of mileage, nor do the current levels compare with the rates offered by the majority of other Custody Visiting Schemes in Scotland or with other similar voluntary roles such as the Children’s Panel.
- 6.7 To this end, it is proposed that the Board agree to adopt the Inland Revenue Mileage Rate as the rate available to volunteers. This rate is currently 45pence per mile. All other expenses, such a public transport use, are reimbursed at cost based on the production of receipts.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None

Karen M Donnelly
Depute Clerk
12th May 2011

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