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GRAMPIAN JOINT POLICE BOARD

To: Councillor McKail, Convener; and Councillors Boulton, Jackie Dunbar, Evison, Forsyth, Greig, Hendry, Hood, Ross, Tait, Taylor, Tuke, Shepherd, Walker and Young.

Town House, ABERDEEN
15th March 2013

GRAMPIAN JOINT POLICE BOARD

Members of the **GRAMPIAN JOINT POLICE BOARD** are requested to meet on **FRIDAY, 22 MARCH 2013 at 10.00 am** in **COMMITTEE ROOM 2, TOWN HOUSE, ABERDEEN**

JANE G. MACEACHRAN
CLERK TO THE BOARD

B U S I N E S S

- 1 Apologies for Absence
- 2 Minutes - For Approval
 - 2a Minute of Grampian Joint Police Board Meeting of 18th January 2013
(Pages 1 - 10)
 - 2b Minute of Grampian Joint Police Board Special Meeting of 25th February 2013 (Pages 11 - 14)
- 3 Matters Arising
- 4 Approved Sub Committee Minutes - For Noting
 - 4a Approved Minute of the Grampian Joint Police Board Complaints Sub Committee meeting of 26th November 2012 (Pages 15 - 16)

- 4b Approved Minute of the Grampian Joint Police Board Stewardship Sub Committee meeting of 26th November 2012 (Pages 17 - 20)
- 5 Sub Committee Minutes - For Approval by those Members of the Board appointed to the Sub Committee
- 5a Minute of Grampian Joint Police Board Complaints Sub Committee meeting of 25th February 2013 (Pages 21 - 24)
- 5b Minute of the Grampian Joint Police Board Stewardship Sub Committee meeting of 25th February 2013 (Pages 25 - 30)
- 6 Matters Arising
- 7 Grampian Joint Police Board - Updated Business Statement (Pages 31 - 32)
- 8 Police Reform - A verbal update will be provided
- 9 Revenue Budget Monitoring Report - 28th February 2013 - Report from the Chief Constable and the Treasurer (Pages 33 - 40)
- 10 Capital Monitoring - 28th February 2013 - Report from the Chief Constable and the Treasurer (Pages 41 - 48)
- 11 Transitional Finance Arrangements - Report from the Chief Constable and the Treasurer (Pages 49 - 52)
- 12 2012/13 Quarter 3 (1st October - 31st December 2012) Force Performance Report - Report from the Chief Constable (Pages 53 - 94)
- Please advise Supt John Cummings if advance of any questions if possible to allow for information to be available at the Board Meeting – john.cummings@grampian.pnn.police.uk
- 13 Property Asset Management Plan (PAMP) - Report from the Chief Constable (Pages 95 - 106)
- 14 Community Initiative Fund - Report from the Chief Constable (Pages 107 - 112)
- 15 Grampian Joint Police Board - End of Term Review - Report from the Depute Clerk (Pages 113 - 120)

NOT FOR PUBLICATION

- 16 Operational Update - A verbal report will be given

- 17 New Aberdeen Custody Suite - Report from the Chief Constable (Pages 121 - 124)
- 18 Outdoor Firearm Training Range - Update - Report from the Chief Constable (Pages 125 - 134)
- 19 Tomintoul Police Office - Report from the Chief Constable (Pages 135 - 138)
- 20 Chief Constable's PDR - Report from the Depute Clerk (Report to follow)

Website Address: www.aberdeencity.gov.uk/gjpb

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

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Grampian Joint Police Board

Committee Room 5, Woodhill House, Aberdeen. Minute of Meeting of the
GRAMPIAN JOINT POLICE BOARD of 18 January 2013.

Present:- Councillor Ron McKail, Convener
Councillor Fraser Forsyth, Vice Convener
Councillor Ron Shepherd, Vice Convener
Councillor Marie Boulton
Councillor Nan Cullinane
Councillor Allison Evison
Councillor Martin Greig
Councillor Allan Hendry
Councillor Fergus Hood
Councillor Douglas Ross
Councillor Angela Taylor
Councillor Gordon Townson (as substitute for Councillor Jackie Dunbar)
Councillor Chris Tuke
Councillor Willie Young

In Attendance:- Mr Colin McKerracher, Chief Constable, Grampian Police
Mr Colin Menzies, Deputy Chief Constable, Grampian Police
Mr Billy Gordon, Assistant Chief Constable, Grampian Police
Ms Karen Williams, Director of Corporate Services, Grampian Police
Mr Gary Craig, Director of Finance, Grampian Police
Mr Martyn Buckley, Acting Head of Finance, Grampian Police
Temp Inspector Isla Campbell
Ms Karen Donnelly, Depute Clerk
Ms Karen Riddoch, Committee Services Officer, Aberdeen City Council
Ms Fiona Smith, Policy and Advice Officer, Aberdeen City Council
Mr Andrew Laing, HMICS
Mr Gavin Buist, HMICS

OPENING REMARKS

1. The Convener welcomed all members to the Board meeting, specifically Mr Andrew Laing and Mr Gavin Buist from HMICS.

The Convener highlighted that the Force were continuing to recruit Police Officers with the last intake due in March 2013.

He advised that at their second stage training at the Scottish Policing College, two of the probationers – Constable Beth Hatfield of Aberdeen Division and Constable Jennifer Urquhart of Aberdeenshire Division were awarded the Fitness Prize and Baton of Honour respectively.

An Aberdeenshire Division initiative to tackle the impact of drugs and substance misuse in Aberdeenshire communities has been recognised at the COSLA Excellence Awards 2013. Operation Hotspur was awarded the Bronze award in the category of "Service Innovation and Improvement". The joint initiative between Aberdeenshire Division and Aberdeenshire Council's Community Substance Misuse Service was set up to tackle the root cause of offending and had a two pronged approach of enforcement and support. The operation saw 56 drugs search warrants being carried out, which resulted in 60 people being arrested and a large amount of drugs and cash being seized. In addition, 48 people were referred to community support services with a number going on to participate in rehabilitation. The ethos behind this process is now embedded into the daily business of local policing in Aberdeenshire.

Constable Mairi Page has won a prestigious national award for her outstanding service to the community in the Buckie area of Moray. Mairi scooped the award for Community Service at the Scottish Women's Development Forum (SWDF) Awards held at the Scottish Police College on Wednesday 7 November. The SWDF awards are primarily for female officers across Scotland but also recognise police staff and special constables who provide an outstanding service to women in policing. Mairi was nominated for the community service award after she adopted a partnership approach to tackle the issue of young people and underage drinking.

He further advised that the Force had worked well with partners on 14 and 15 December 2012, when storm force winds caused flooding and damage in Peterhead, Fraserburgh and Stonehaven. Staff worked long hours in inhospitable conditions to address the acute situation the communities affected found themselves in.

The Board resolved:-

- (i) to instruct the Clerk, on behalf of the Board, to write to the two probationers congratulating them on their awards;
- (ii) to instruct the Clerk, on behalf of the Board, to write to Constable Marie Page congratulating her on receiving her prestigious national award for her outstanding service to the community in the Buckie area of Moray; and
- (iii) to otherwise note the information.

APOLOGIES FOR ABSENCE

2. Apologies for absence were intimated on behalf of Councillors Jackie Dunbar, Ian Tait and Iris Walker; Mr Simon Blake, Assistant Chief Constable and Ms Jane MacEachran, Clerk to the Board.

MINUTE OF GRAMPIAN JOINT POLICE BOARD OF 2 NOVEMBER 2012

3. The Board had before it the minute of its previous meeting of 2 November 2012.

The Board resolved:-

to approve the minute as a correct record.

MATTERS ARISING

4. (A) With reference to article 4(B) of the previous minute, the Convener requested an update in relation to Taxi Inspectors, whereupon the Chief Constable advised that Grampian Police were one of the only forces to undertake this role and that the contract for the post was due to end in August 2013. The Chief Constable further advised that it was unlikely that the post would continue as part of the Single Force and that Licensing departments within the local authorities would be required to undertake the role of Taxi Inspectors.

Councillor Boulton advised that Taxi drivers take advice from the Police and the service worked more effectively this way. The Chief Constable agreed to meet with Councillor Boulton outwith the meeting to provide advice on how to proceed.

- (B) With reference to article 4(D) of the previous minute, the Convener advised that the Community Initiative Fund was an initiative of the Board and that it would be up to the Scottish Policing Authority (SPA) if this was to continue.

The Chief Constable advised that the Force were the only ones to use this type of funding in this way and that it would be the new Chief Constable who would decide whether or not it would be continued.

The Depute Clerk advised that she had written to Mr Emery following the last Board meeting, outlining the Community Initiative Fund and the benefits of the scheme. She also asked that the scheme be adopted nationally. To date no response had been received to the letter.

- (C) With reference to article 6 of the previous minute, the Convener advised that the Chief Constable for the Single Force was not available for this meeting or the next meeting of the Board and Mr Emery was not available for this meeting.

The Chief Constable advised that Chief Constable Stephen House would be attending a meeting on 24 January 2013 in Aberdeen with the three Chief Executives for the constituent authorities and that if possible, members of the Board could meet with him then.

The Depute Clerk requested that the information be provided to Ms Smith so that she can make arrangements for either the 24 January if possible, or for another date in consultation with the three local authorities and members of the Board.

(D) With reference to article 11 of the previous minute, the Convener requested an update on how complaints would be recorded in the Single Force, whereupon the Depute Clerk advised that any complaints not dealt with by the Board or those that would be continuing had to be reported to John McNeill and that they would be passed to the SPA to deal with. She further advised that the Board were trying to resolve as many as possible before 31 March 2013.

Mr Menzies advised that there would still be a Professional Standards Department who would be involved with Complaints.

Councillor Greig raised his concerns over the different methods for recording complaints at present and what the national processes would look like.

The Chief Constable advised that he hoped a national standard would be put in place that reflected the true picture.

The Depute Clerk further advised that the Clerk or the Board had not received any information from the SPA relating to complaints and how these would be dealt with, or what information they required to be sent to them for completed complaints.

The Board resolved:-

- (i) to note that the Chief Constable would meet with Councillor Boulton outwith the meeting to discuss the issue of Taxi Inspectors;
- (ii) to request that the Depute Clerk write to the SPA and the Chief Constable again in relation to the Community Initiative Fund;
- (iii) to request the Depute Clerk to arrange a meeting with the Chief Constable for the Single Force on 24 January if possible or another suitable date;
- (iv) to note that Mr Laing, HMICS would raise the concerns of the Board over the lack of detail relating to who would deal with complaints; and
- (v) to otherwise note the information provided.

MINUTE OF THE GRAMPIAN JOINT POLICE BOARD COMPLAINTS SUB COMMITTEE OF 17 SEPTEMBER 2012

5. The Board had before it for noting the approved minute of the meeting of the Grampian Joint Police Board Complaints Sub-Committee of 17 September 2012.

The Board resolved:-

to note the minute.

MINUTE OF THE GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB COMMITTEE OF 17 SEPTEMBER 2012

6. The Board had before it for noting the approved minute of the meeting of the Grampian Joint Police Board Stewardship Sub-Committee of 17 September 2012.

The Board resolved:-

to note the minute.

GRAMPIAN JOINT POLICE BOARD – UPDATED BUSINESS STATEMENT

7. The Board had before it the updated Board business statement dated 18 January 2013.

The Depute Clerk advised that item 12/09 was complete and could be removed from the business statement. She further advised that the other items would be updated following the meeting.

The Board resolved:-

- (i) to remove item 12/09 from the business statement; and
- (ii) to otherwise note the business statement.

POLICE REFORM UPDATE

8. (A) The Board received a presentation from the Depute Chief Constable which provided an overview of the Transition Strategy that had been put in place on the lead up to the Single Force on 1 April 2013. Mr Menzies advised that the Force had a Transition Team in place who met on a weekly basis and that the Strategy for the Force for 2012/13 was business as usual, building a legacy and to support the smooth transition into the Single Force.

Mr Menzies provided a detailed breakdown of each of the Force Strategy headings, those being:- Business as usual which included Platform for Success, Force Priorities, Business Plans, the Force Executive Board, the Grampian Joint Police Board, Programme Board and Policies and Procedures; Building legacy which included Staff, Resources and Assets, ICT Roadmap, Property Asset Management Plan and the Positives of Grampian Police as a whole; and Smooth Transition which included Communications Strategy, Stakeholder engagement, Managing the Estate both existing and relocation, Current Enquiries, Resources, Assets and Staff.

(B) The Board received a presentation from the Depute Clerk which provided an overview of the Boards approach to the Transition Arrangements. The Depute Clerk advised that the Board had continued to support Grampian Police and had continued to scrutinise the performance of the Force. She also advised that the Board would transfer knowledge and information to each

of the local authorities and were sharing good practice. The Clerk's office had also been involved by adding valuable contributions to the national reform work that had been progressing. The Depute Clerk stated that there were a number of key issues that would need to be concluded which included staffing issues, performance review, the Independent Custody Visiting Scheme, the annual report and the final accounts.

Following both presentations, the Board spoke at length about their concerns when the Single Force became operational. The concerns related to whether the following topics would continue and how they would be taken forward:-

- Road Policing
- body worn cameras
- the educational work currently undertaken in schools around road safety
- how would Councillors be trained to undertake the roles associated with the new local authority models
- would the quarterly reports using the traffic light system be used
- the Inventory of Assets and how this would transfer across
- would the outstanding Capital Projects be continued
- what role were MSP's taking in scrutinising the Single Force and the Chief Constable
- morale of staff
- staffing structures to support Single Force and SPA
- the risk of political interference in the new system
- lesser input from local councillors

The Chief Constable and Officers provided a response to the concerns where they could and advised that the information gathered during the discussion would be collated by the Depute Clerk as part of the information gathering provision that had been agreed.

Mr Laing from HMCIS agreed that the concerns of the Board would be discussed with the appropriate body.

The Board resolved:-

To note the information provided.

REVENUE BUDGET MONITORING REPORT

9. The Board had before it a joint report from the Chief Constable and the Treasurer which presented the Revenue Budget Monitoring Report for the period ended 30 November 2012. The report advised that due to the Christmas/New Year period and the fact that the Board meeting has been held earlier in January than planned the out turn figures for December were not available at the time of producing the report.

The Treasurer introduced the report which detailed the Force's annual budgeted reserve expenditure, associated funding and actual spend as at 30 November 2012, as provided at Appendix A to the report.

It was noted that at this point in the financial year there was a projected underspend of £2.228m.

Councillor Ross sought clarification on the equal pay claims and whether these were now complete, whereupon Ms Williams advised that all equal pay claims had been settled and that the total cost was less than anticipated, hence why there was now an underspend against this item.

Councillor Greig requested that information on the numbers and the funding for the Voluntary and Early Redundancy Scheme for Police Staff be provided at the next meeting of the Board.

The Convener requested that members of the Board receive a letter advising them of the Voluntary and Early Redundancy Scheme.

The Board resolved:-

- (i) that information on the Voluntary and Early Redundancy Scheme be submitted to the next meeting of the Board;
- (ii) to note that a letter would be issued to members of the Board relating to the Voluntary and Early Redundancy Scheme; and
- (iii) to otherwise note the contents of the report.

CAPITAL BUDGET MONITORING REPORT

10. The Board had before it a joint report by the Chief Constable and the Treasurer which provided an update on the 2012/13 Capital Plan.

The Treasurer introduced the report which detailed that the 2012/13 Capital Plan had a total budget of £8,452m which was funded by a combination of capital grant, capital receipts and a contribution from the revenue budget. Appendix B to the report presented the Capital Plan for 2012/13.

The report advised that in terms of funding it was intended to maximise the use of capital grants in the current financial year negating the need for any carry forward into the next financial year. It was intended that the full capital grant of £3.776m and a further grant of £0.250m from the Scottish Police Service Authority would be utilised and that capital receipts that arise from the sale of surplus assets, amounting to £3.446m would also be utilised.

Councillor Greig sought clarification on the position of the development of the Peterhead Station and the Fire Arms Range, specifically whether they would be continued when the new Single Police Force is operational. The Chief Constable advised that both were important projects and that the land for the Peterhead Station would be purchased and passed to the SPA with a comprehensive outline of the need for it. For the Fire Arms Range, the cost to

shift earth was higher than expected and that if the SPA felt the range was critical that he hoped that additional funding would be allocated to complete the project once the new Force is operational.

The Board resolved:-

to note the content of the report.

FORENSIC LABORATORY UPDATE

11. Assistant Chief Constable Billy Gordon provided the Board with a verbal update in relation to the Forensic Laboratory in Aberdeen. Mr Gordon advised that the staff would all transfer to Nelson Street by February 2013 so that all of the SPA staff would be working from the same location.

Mr Gordon further advised that initially there was one run to Dundee per week, however this was causing delays with getting the results of the drug analysis, so there was now a daily run to Dundee using transport provided by the SSPA. An additional chemist has been employed which would reduce the current backlog of analysis. He also stated that there were two people in post to deal with finger print analysis and that the overall picture was positive.

The Board resolved:-

to note the update provided.

At this juncture of the meeting Mr Andrew Laing and Mr Gavin Bust thanked the Board for the invitation to attend the meeting and advised that the concerns of the Board would be taken back to the appropriate body. Mr Laing advised that the HMICS report to the Scottish Parliament would be submitted in September and requested that if there was anything that the Board would like included in his report that it be submitted by August 2013. The Convener thanked Mr Laing and Mr Bust for their attendance and for the contributions they made to the discussions on Police Reform.

Mr Laing and Mr Buist left the meeting.

INDEPENDENT CUSTODY VISITING SCHEME UPDATE REPORT

12. The Board had before it a report by the Depute Clerk which provided an update in relation to the operation of the Independent Custody Visiting Scheme in Grampian.

Ms Smith introduced the report which outlined that between April and December 2012, a total of 17 visits were conducted at the Elgin Custody Suite with visits undertaken with 35 out of 55 detainees, a take up rate of 64% with visits undertaken, 9 visits were conducted at Fraserburgh Custody Suite with 27 out of 43 detainees, a take up rate of 63% and 4 visits were conducted at

the Queen Street Custody Suite with visits undertaken with 12 out of 28 detainees, a take up rate of 43%.

The report advised that as a result of the recent media coverage, nine expressions of interest had been received, with six of these having completed an application form. The process of providing introductory training and interviewing the prospective volunteers is ongoing, which will be completed by February 2013.

The Board resolved:-

to note the update provided.

OPERATIONAL UPDATE

13. The Chief Constable provided a verbal update to the Board with respect to a range of current operational matters.

The Board resolved:-

to note the update provided.

- COUNCILLOR RON MCKAIL, CONVENER.

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Grampian Joint Police Board

Committee Room 5, Town House, Aberdeen. Minute of Meeting of the **SPECIAL GRAMPIAN JOINT POLICE BOARD** of 25 February 2013.

Present:- Councillor Ron McKail, Convener
Councillor Fraser Forsyth, Vice Convener
Councillor Alison Evison
Councillor Andrew Finlayson (as substitute for Councillor Marie Boulton)
Councillor Martin Greig
Councillor Allan Hendry
Councillor Fergie Hood
Councillor M Tauqeer Malik (as substitute for Councillor Willie Young)
Councillor Douglas Ross
Councillor Angela Taylor
Councillor Gordon Townson (as substitute for Councillor Jackie Dunbar)
Councillor Chris Tuke

In Attendance:- Mr Colin Menzies, Deputy Chief Constable, Grampian Police
Ms Karen Williams, Director of Corporate Services, Grampian Police
Ms Jacqueline Munro, Senior Accountant, Grampian Police
Ms Jane MacEachran, Clerk to the Board
Mr Barry Jenkins, Treasurer
Ms Karen Riddoch, Committee Services Officer, Aberdeen City Council
Ms Fiona Smith, Policy and Advice Officer, Aberdeen City Council

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillors Ron Shepherd, Marie Boulton, Jackie Dunbar, Iris Walker and Willie Young; Ms Karen Donnelly, Depute Clerk and Ms Rachel Browne, Audit Scotland.

EXEMPT INFORMATION

Prior to considering the remaining item of business, the Board resolved that in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, that the press and public be excluded from the meeting during consideration of the item so as to avoid disclosure of information of the class described at paragraphs 1, 9 and 14 of Schedule 7(A) to the Act.

POLICE AND FIRE SERVICE REFORM – PROPOSALS FOR TRANSFER OF PROPERTY, RIGHTS, LIABILITIES AND OBLIGATIONS

2. The Board had before it a joint report from the Chief Constable and the Treasurer which provided an update on arrangements for the transfer of property, rights, liabilities and obligations from the Police Board to the Scottish Police Authority or to Local Authorities, as appropriate.

Ms Williams introduced the report and explained that Schedule 5 to the Police and Fire Reform (Scotland) Act 2012 provided for Scottish Ministers to arrange the statutory transfer of property, rights, liabilities and obligations from Joint Police Boards, Unitary Authorities and Chief Constables to the Scottish Police Authority or to Local Authorities, as appropriate through a transfer scheme.

The report provided an explanation of how the Transfer Scheme worked and contained various appendices which provided the details of each stage of the Scheme including the current list of assets and property held by the Grampian Police Board.

The report recommended:-

that the Board –

- (a) note the content of the report including
 - the legislative framework regarding property transfers from the Board as set out in paragraph 6.1
 - the draft principles of transfer of PRiLO (Appendix 1)
 - the draft recommended processes regarding the transfer of individual categories of PRiLO as set out in the handling document (Appendix 2)
 - the update on specific queries if any had previously been raised (Appendix 3)
 - the list of heritable property, provided at Appendix 4, which has been identified as properties requiring to transfer
 - the draft dispute resolution process (Appendix 5);
- (b) identify from Appendix 4 any heritable property where it has been agreed that the relevant heritable property should not transfer to the Scottish Police Authority but should instead transfer to a constituent Local Authority of the Board;
- (c) identify from Appendix 4 any heritable property which the Board does not consider eligible to transfer to the Scottish Police Authority and wishes the matter to be considered through the dispute resolution processes;
- (d) notes that all property, rights, liabilities and obligations, other than those which the Board has identified to be transferred to a Local Authority or wishes to be referred to dispute resolution as per (b) and (c) above, will transfer to the Scottish Police Authority;
- (e) notes that the Board's position on the above will be notified to the Scottish Government through the completion of the "Agreement Document" attached at Appendix 6; and
- (f) note that a further report will be provided to the Board in March to provide an update on progress with any disputed items and to provide an update on any movements in the heritable property list, eg, disposals.

The Board resolved:-

- (i) to approve recommendations (a), (d), (e) and (f);
- (ii) in relation to recommendations (b) and (c) to note that there were no assets or properties that the Board wished to transfer to a Local Authority or to refer to the dispute resolution process; and
- (iii) to otherwise note the content of the report.

- COUNCILLOR RON MCKAIL, Convener.

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ABERDEEN, Monday, 26th November, 2012. Minute of Meeting of the **GRAMPIAN JOINT POLICE BOARD, COMPLAINTS SUB COMMITTEE.**

Present: Councillor Forsyth, Chairperson; and Councillors Boulton, Evison, Ross and Tuke.

In Attendance:- Chief Superintendent Ewan Stewart, Grampian Police, Ms Fiona Smith, representing the Depute Clerk and Ms Karen Riddoch, Aberdeen City Council.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillor Walker, Deputy Chief Constable Colin Menzies, Ms Jane MacEachran, Clerk to the Board; and Ms Karen Donnelly, Depute Clerk to the Board.

MINUTE OF PREVIOUS MEETING OF 17 SEPTEMBER 2012

2. The Sub Committee had before it the minute of its previous meeting of 17 September 2012.

The Sub Committee had before it the minute of its previous meeting of 17 September 2012.

The Sub Committee resolved:-

- (i) To approve the minute subject to the following amendment:- on page 3, article 5, to include resolved after the Sub Committee which is just before the resolutions;
- (ii) That in relation to article 4, last paragraph, to note that Ms Smith would request this information again; and
- (iii) That in relation to article 7, to note that no dates had yet been set to date and that Ms Smith would try to arrange for sampling to be carried out on the same day as the Board meeting in January.

PROFESSIONAL STANDARDS DEPARTMENT QUARTER TWO PERFORMANCE REPORT, 1 JULY TO 30 SEPTEMBER 2012

3. The Sub Committee had before it a report from the Chief Constable, which provided an oversight opportunity and informed members of the performance of the Force in relation to their handling of complaints over the period in question.

Chief Superintendent Ewan Stewart introduced the report and advised that overall it was a positive report for the quarter, and that the volume of complaints the Force had received had decreased in comparison with the same quarter in 2011/12. He advised that the total number of complaints received was 128 of which 109 were recorded against on duty, 2 were recorded against off duty and 17 were recorded against quality of service. He

explained that 47 letters of appreciation had been received by the Force and forwarded to Professional Standards.

The report contained various graphs and comments which outlined the nature of the complaints and the conclusions. The report appended the Police Complaints Commissioner for Scotland Overview which provided details of a complaint handling review issued during quarter two.

The Sub Committee resolved:-

To approve the report

PCCS RECORDING OF COMPLAINTS PHASE TWO REPORT

4. The Sub Committee had before it a report from the Chief Constable, which informed members of the performance of the Force in relation to the efficiency of the processes used to record complaints.

Chief Superintendent Ewan Stewart introduced the report and advised that the Police Complaints Commissioner for Scotland (PCCS) had undertaken an audit for the second phase of complaint recording audits.

The report appended a letter from the PCCS which outlined the main objectives of the audit and provided a summary of their findings. The letter stated that Grampian Police displayed good practice throughout their categorisation and quality checking of complaints and that the Force had robust complaint handling and quality checking procedures in place.

The PCCS looked at 227 allegations, 105 were for on duty, 9 were for off duty and 113 were for quality of service and only 1 of the quality of service allegations was found to be recorded incorrectly.

The Sub Committee resolved:-

To note the report.

- Councillor Forsyth, Chairperson.

GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB COMMITTEE

ABERDEEN, Monday 26th November 2012. Minute of meeting of the **GRAMPIAN JOINT POLICE BOARD, STEWARDSHIP SUB COMMITTEE.**

Present:- Councillors Ross, Chairperson; and Councillors Evison, McKail, and Tuke.

In Attendance:- Superintendent Willie MacColl, Superintendent John Cummings, and Ms Karen Williams, Director of Corporate Services, Grampian Police; Ms Claire Robertson, Deloitte, Internal Auditor; and Ms Fiona Smith, representing the Depute Clerk and Ms Karen Riddoch, Aberdeen City Council.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Superintendent Craig Blackhall, Grampian Police, Paul McGinty, Internal Audit, Ms R Browne, External Auditor, Ms Jane MacEachran, Clerk to the Board and Ms Karen Donnelly, Depute Clerk to the Board.

MINUTE OF PREVIOUS MEETING OF 17 SEPTEMBER 2012

2. The Sub Committee had before it the minute of its previous meeting of 17 September 2012.

The Sub Committee resolved:-

- (i) To approve the minute subject to the amendment of a typographical error on page 2, article 4, resolution (i) to remove the additional T at the start of the resolution; and
- (ii) To note that in relation to article 4 resolution (i) that the Equality Impact Assessments would be included on the agenda for the next meeting.

CONTINUOUS IMPROVEMENT UNIT SUMMARY REPORT

3. The Sub Committee had before it a report from the Chief Constable which provided an update on the work of the Continuous Improvement Unit.

Superintendent Willie MacColl introduce the report and advised that (a) following an internal audit of station compliance in Aberdeenshire in 2010, which highlighted a number of concerns and recommendations in relation to the storage, issue, disposal and recording of CS, the Continuous Improvement Unit had been engaged in a review to assess whether current practice complied with the CS Incapacitant Spray SOP and previous internal audit recommendations which included compliance tests of CS sprays held at Force Headquarters and a report would be issued on completion of the review; (b) to date the efficiency

savings for Quarter 2 2012/13 was £2,959,010. This had been achieved through a number of actions including the disposal of police property at Deevale Crescent and Spey Terrace as well as a review of public office facilities within the Aberdeen division enabling four police sergeants and five police constables to be released back to local policing teams.

The Sub Committee resolved:-

To note the content of the report.

GRAMPIAN JOINT POLICE BOARD DEVELOPMENT ACTION PLAN UPDATE

4. The Sub Committee had before it a report by the Depute Clerk which advised that the actions contained within the previously appointed GJPB Development Action had all been completed.

Ms Smith introduced the report and advised that following the Best Value 2 Report for Grampian Police and the Grampian Joint Police Board, there were a number of recommendations for development and the Board also recognised a number of areas in which they wished to develop. At the same time there had been a number of reports from the Police Complaints Commissioner for Scotland and the Grampian Police Internal Auditors which also made recommendations for improvement.

Ms Smith explained that in order to address all of the recommendations, the Board on 4 March 2011 approved a Board Development Action Plan. The Action Plan and current status of each item was appended to the report.

Councillor McKail stated that the Handbook that had been issued to all Board members was extremely useful.

The Sub Committee resolved:-

To note the content of the report.

EXEMPT INFORMATION

The Sub Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following items so as to avoid disclosure of exempt information of the class described in the following paragraphs of Schedule 7(A) to the Act:- article 5 (paragraph 14); article 6 (paragraphs 1 and 14); article 7 (paragraphs 1 and 14); article 8 (paragraph 14); and article 9 (paragraph 6).

REVIEW OF THE MANAGEMENT AND CONTROL OF ALCOMETERS

5. The Sub Committee had before it a report by the Internal Auditor which presented their findings of an Internal Audit review of the Force's arrangements for the management of Alcometers.

Ms Robertson introduced the report and advised that there was a total of eight recommendations, all of which had an action plan agreed to address them.

Councillor McKail requested a breakdown per area if available in that level of detail on the use and control of Alcometers.

The Sub Committee resolved:-

- (i) To note the content of the report; and
- (ii) To issue a breakdown per area on the use and control of Alcometers by email to members of the Sub Committee if available.

EXEMPT INFORMATION

The Sub Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following items of business so as to avoid disclosure of exempt information of the class described in the following paragraphs of Schedule 7(A) to the Act:- article 6 (paragraph 14); article 7 (paragraphs 1 & 14); article 8 (paragraphs 1 & 14); article 9 (paragraph 14); and article 10 (paragraph 6).

INTERNAL AUDIT QUARTER TWO REPORT

6. The Sub Committee had before it a report from the Chief Constable which provided an overview of progress in implementing internal audit recommendations

Superintendent Willie MacColl introduced the report and advised that the report had been presented to the Force Executive Board for approval prior to being submitted to the Sub Committee.

The Chair asked why the Sub Committee were being asked to agree an action as complete when it hadn't been fully completed. Ms Williams advised that the report had been written for the Force Executive Board and should have been amended prior to it coming to the Sub Committee.

The Sub Committee resolved:-

- (i) To note the overview of progress in implementing internal audit recommendations; and
- (ii) To note and approve the Force Executive Board's decision to close those audit recommendations which are complete except for item – Review of Local Station Compliance (Aberdeenshire) which was not fully complete and to take no further action in respect of recommendations where appropriate.

HMICS THEMATIC INSPECTIONS – ACTION PLAN UPDATES

7. The Sub Committee had before a report from the Chief Constable which provided an update on the progress of the of the Force to date to Actions Plans initiated following HMICS Thematic Inspections.

The Sub Committee resolved:-

- (i) To note that there was one open recommendation within the Force at present; and
- (ii) To note that the official report relating to the HMICS Thematic Inspection on custody facilities across the Force had not been received yet.

SIGNIFICANT RISK REGISTER

- 8. The Sub Committee had before it a report from the Chief Constable which provided an update on the 2012/13 Significant Risk Register. The report appended the Significant Risk Register Summary.

The Sub Committee resolved:-

To note the content of the report.

DEBTOR WRITE OFFS DURING 2012-13

- 9. The Sub Committee had before it a report from the Chief Constable which detailed the invoices which had been raised by the Force but had been subsequently written off with the approval of the Director of Finance.

Ms Williams introduced the report and advised of these write offs which had taken place since the previous report to the Sub Committee. The report contained further details to outstanding debts and analysis for members' information.

The Sub Committee resolved:-

To note the content of the report.

- Councillor Ross, Chairperson.

Grampian Joint Police Board Complaints Sub Committee

ABERDEEN, Monday, 25, February, 2012. Minute of Meeting of the
GRAMPIAN JOINT POLICE BOARD, COMPLAINTS SUB COMMITTEE.

Present:- Councillor Forsyth, Chairperson; and Councillors Evison, McKail (as substitute for Councillor Walker), Ross and Tuke.

In Attendance:- Mr Colin Menzies Deputy Chief Constable and Chief Superintendent Ewan Stewart, Grampian Police, Ms Fiona Smith, representing the Depute Clerk and Ms Karen Riddoch, Aberdeen City Council.

OPENING REMARKS

1. The Chairperson advised that Chief Superintendent Ewan Stewart would retire from the Force on Friday, 1 March and this would be his last meeting. The Chair thanked Mr Stewart for his continuous hard work for the Force and the Board and wished him well for the future.

The Sub Committee resolved:-

To concur with the remarks of the Chairperson.

APOLOGIES FOR ABSENCE

2. Apologies for absence were intimated on behalf of Councillors Boulton and Walker, Ms Jane MacEachran, Clerk to the Board; and Ms Karen Donnelly, Depute Clerk to the Board.

MINUTE OF PREVIOUS MEETING OF 26 NOVEMBER 2012

3. The Sub Committee had before it the minute of its previous meeting of 26 November 2012.

The Sub Committee resolved:-

To approve the minute as a correct record.

PROFESSIONAL STANDARDS DEPARTMENT QUARTER FOUR PERFORMANCE REPORT, 1 OCTOBER TO 31 DECEMBER 2012

4. The Sub Committee had before it a report from the Chief Constable, which provided an oversight opportunity and informed members of the performance of the Force in relation to their handling of complaints over the period in question.

Chief Superintendent Ewan Stewart introduced the report and advised that the total number of complaints received was 157, of which 133 were recorded against on duty which was an increase in relation to the same quarter in 2011/12 and 24 were recorded against quality of service which was a decrease in relation to the same quarter in 2011/12. He advised that 69 letters of appreciation had been received by the Force and forwarded to Professional Standards.

The report contained various graphs and comments which outlined the nature of the complaints and the conclusions. The report appended the Police Complaints Commissioner for Scotland Overview which provided details of one case handling review and two decision letters that were issued during quarter three.

The Sub Committee resolved:-

To approve the report

EXEMPT INFORMATION

The Sub Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following items of business so as to avoid disclosure of exempt information of the class described in the following paragraphs of Schedule 7(A) to the Act:- articles 5, 6 and 7 (paragraph 1).

MINUTE OF SPECIAL MEETING OF 18 JANUARY 2013

5. The Sub Committee had before it the minute of its special meeting of 18 January 2013.

The Sub Committee resolved:-

To approve the minute as a correct record

MATTERS ARISING

6. Ms Smith provided a verbal update with respect to the determination of the Senior Officer Complaint.

The Sub Committee resolved:-

To note the update provided.

COMPLAINT ABOUT A SENIOR OFFICER

6. The Sub Committee had before it a report from the Depute Clerk, which presented details of complaints that had been received against a Senior Officer. The report requested members to consider the options available in respect of dealing with the complaints.

Ms Smith introduced the report and provided background information in relation to the complaints.

The Sub Committee resolved:-

- (i) To conclude that it cannot draw a reasonable inference from the complaint that misconduct on the part of a senior officer had been committed and to take no further action in respect of the complaint; and
- (ii) To otherwise note the content of the report.

- Councillor Forsyth, Chairperson.

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GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB COMMITTEE

ABERDEEN, Monday 25 February 2013. Minute of meeting of the **GRAMPIAN JOINT POLICE BOARD, STEWARDSHIP SUB COMMITTEE.**

Present:- Councillors Ross, Chairperson; and Councillors Evison, Greig, McKail, and Tuke.

In Attendance:- Mr Colin Menzies, Deputy Chief Constable, Superintendent John Cummings, Ms Karen Williams, Director of Corporate Services and Jacqueline Munro, Senior Accountant, Grampian Police; Mr Paul McGinty, Internal Auditor; Ms Fiona Smith, representing the Depute Clerk and Ms Karen Riddoch, Aberdeen City Council.

APOLOGIES FOR ABSENCE

1. Apologies for absence were intimated on behalf of Councillor Young, Rachel Browne, Audit Scotland, Ms Jane MacEachran, Clerk to the Board and Ms Karen Donnelly, Depute Clerk to the Board.

MINUTE OF PREVIOUS MEETING OF 26 NOVEMBER 2012

2. The Sub Committee had before it the minute of its previous meeting of 26 November 2012.

The Sub Committee:-

To approve the minute as an accurate record.

CONTINUOUS IMPROVEMENT UNIT SUMMARY REPORT

3. The Sub Committee had before it a report from the Chief Constable which provided an update on the work of the Continuous Improvement Unit (CIU).

Superintendent John Cummings introduced the report and advised that (a) in conjunction with the Stores Team and the Force's OST and fitness trainer the CIU had been engaged in a review to assess whether current practice complied with the CS Incapacitant Spray Force Policy and that compliance tests had been undertaken at seven offices including Force Headquarters; and (b) to date the efficiency savings for Quarter 3 2012/13 was £3,050,371 which had been achieved by the sale of police property at the former Tillydrone Police Box and that the Police were no longer required to attend helicopter landings at ARI as a matter of course.

The Sub Committee resolved:-

To note the content of the report.

REPORT ON QUALITY OUTCOMES

4. The Sub Committee had before it a report from the Chief Constable which provided an update on the progress of the equality work undertaken by the Force in order to improve the service delivery and to meet the Force's statutory duties under equalities legislation.

Ms Williams introduced the report and advised that (a) the Equality Act 2010 was introduced in 2010 which superseded all previous legislation and brought general equality duties for all public authorities; (b) on 27 May, 2012, specific duties were introduced in Scotland as a result of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 which detailed how listed public authorities should meet the general duties; (c) as a result of the delay the Force were unable to introduce a new Single Equality Scheme and therefore the principles of the former scheme were extended until April 2013 following guidance from the Equality and Human Rights Commission; (d) as of 1 April, 2013, Grampian Police would no longer be a listed public authority therefore the responsibility to meet the duties would pass to the Police Service of Scotland; and (e) the Force, in partnership with other listed authorities in the Grampian area had gathered evidence to inform future equality outcomes all of which had been passed the senior officer at Lothian and Borders Police who had been charged with developing the National Equality Outcomes for the Police Service of Scotland.

The report advised that the overarching Strategic Level Group had been formed which had met twice with membership comprising of representatives from key equalities groups in the north east of Scotland. During the period 1 July to 31 December 2012, the monitoring records show that there were six allegations of discriminatory behaviour against members of Police staff by members of minority ethnic communities and five complaints against minority ethnic staff members.

The Sub Committee resolved:-

To note the content of the report.

GRAMPIAN JOINT POLICE BOARD ANNUAL AUDIT PLAN 2012/13

5. The Sub Committee had before it the annual audit plan for 2012/13 prepared by Audit Scotland, External Auditor.

The report outlined the planned work to be undertaken during 2012/13 which included an audit of the financial statements, provision of an opinion on the whole of Government Accounts, consolidation pack, a review of national fraud initiative arrangements throughout 2012/13 and the provision of an annual report on the Audit addressed to the Accountable Officer and the Controller of Audit. The report provided detailed information on the scope of the Audit, including the Audit Risks and Summary Plan.

The Sub Committee resolved:-

To note the content of the report

EXEMPT INFORMATION

The Sub Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following items of business so as to avoid disclosure of exempt information of the class described in the following paragraphs of Schedule 7(A) to the Act:- articles 6, 7, 8 and 9 (paragraphs 1 and 14); article 10 (paragraph 14); and article 11 (paragraph 6).

REVIEW OF CREDITORS

6. The Sub Committee had before it a report by the Internal Auditor which presented their findings of an internal audit review of the adequacy of the control environment covering the Force's accounts payable process.

Mr McGinty introduced the report and advised that a total of eleven agreed recommendations had been made, all of which had an action plan agreed to address them.

The Sub Committee resolved:-

To note the content of the report.

REVIEW OF CENTRAL RESOURCE UNIT

7. The Sub Committee had before it a report by the Internal Auditor which presented the findings of an internal audit review to assess the effectiveness to date of the roll out of the Central Resource Unit.

Mr McGinty introduced the report and advised that a total of five recommendations had been made, all of which had an action plan agreed to address them.

The Sub Committee resolved:-

To note the content of the report.

FOLLOW UP ON INTERNAL AUDIT RECOMMENDATIONS

8. The Sub Committee had before it a report by the Internal Auditor which provided an update on the progress of implementing the recommendations raised as part of the internal audit work at the Force.

Mr McGinty introduced the report and advised that (a) traditionally the follow up work had taken place post-year end but given the current reform agenda and the imminent move to the Strategic Force as at 1 April, 2013, the follow up work had been brought forward to pre-year end; and (b) there were a total of sixty-two recommendations from 2011/12 which were brought forward for assessment and

all recommendations had either been implemented or otherwise assessed as requiring no further action.

The report contained a table showing the status of each recommendation.

The Sub Committee resolved:-

To note the content of the report.

INTERNAL AUDIT QUARTER THREE FINAL UPDATE

9. The Sub Committee had before it a report from the Chief Constable which provided an overview of progress in implemented Internal Audit recommendations.

Superintendent John Cummings introduced the report and advised that during Quarter Three, all thirty two outstanding recommendations had been completed and were recommended for closure. The report contained a list of the recommendations proposed for closure.

The Sub Committee resolved:-

- (i) To note the overview of progress in implementing Internal Audit recommendations;
- (ii) To note and approve the Force Transition meeting decision to close those Audit recommendations which are complete and transfer one ongoing recommendation to the Police Service of Scotland for implementation; and
- (iii) To note that the 2012/13 Internal Audit programme for Grampian Police was now concluded and that responsibility for progressing any Internal Audit recommendations due for completion from 1 April, 2013 onwards would transfer to the Police Service of Scotland.

SIGNIFICANT RISK REGISTER

10. The Sub Committee had before it a report from the Chief Constable which provided an update on the 2012/13 Significant Risk Register. The report appended the Significant Risk Register Summary.

The Sub Committee resolved:-

To note the content of the report.

DEBTOR WRITE OFFS DURING 2012/13

11. The Sub Committee had before it a report from the Chief Constable which detailed the invoices which had been raised by the Force but had been subsequently written off with the approval of the Director of Finance.

Ms Williams introduced the report and advised of the write offs which had taken place since the previous report. The report contained further details to outstanding debts and analysis for members' information.

The Sub Committee resolved:-
To note the content of the report.

- Councillor Douglas Ross, **Chairperson.**

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**GRAMPIAN JOINT POLICE BOARD
BOARD BUSINESS STATEMENT – 22ND MARCH 2013**

Number	Minute Reference	Board Decision	Update	Responsible Officer	Date to be Completed	Complete
13/01	18 th January 2013 – Item 1	To instruct the Clerk, on behalf of the Board, to write to three Police Officers / Probationers who have recently won awards to offer the Boards congratulations.	Letters of congratulations have been sent to the three officers (15/03/13)	Depute Clerk	March 2013	Complete
13/02	18 th January 2013 – Item 4	To instruct that the Depute Clerk write to the SPA and the PSS Chief Constable again in relation to the Community Initiative Fund;	Letter regarding the Community Initiative Fund was sent to Mr Emery and Mr House. No response has yet been received (15/03/13).	Depute Clerk	March 2013	Complete

Agenda Item 7

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Keeping our communities safe

COMMITTEE: GRAMPIAN JOINT POLICE BOARD
DATE: 22 MARCH 2013
TITLE OF REPORT: REVENUE BUDGET MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To update the Joint Police Board on the financial position of the Force for the period ended 28 February 2013.

2. RECOMMENDATION(S)

- 2.1 To consider and note the contents of the Report.

3. FINANCIAL IMPLICATIONS

- 3.1 The monitoring statement provides an analysis of the Force's annual budgeted revenue expenditure and associated funding. It shows the latest approved budget for the financial year, actual income and expenditure to 28 February 2013 and the projected outturn up to 31 March 2013. At this point in the financial year the outturn is being projected at £3.449m under the approved budget.

4. SERVICE & COMMUNITY IMPACT

- 4.1 The three major themes underlying the Force's service delivery in 2012-13 are business as usual, creating a strong policing legacy in the North East of Scotland and ensuring a smooth transition to the Police Service of Scotland. Good, proactive budgetary control throughout the year supports those aims.

5. OTHER IMPLICATIONS

-

6. REPORT

Revenue Budget 2012-13

- 6.1 The budget monitoring statement for the Force, for the period to 28 February 2013 is shown at Appendix A. This shows the latest approved budget, the actual income and expenditure to 28 February 2013 and the projected outturn for the financial year 2012-13.
- 6.2 The approved budget assumed an overspend of £1.8m, to be funded from reserves. This was, in the main, to support the Force's capital programme, principally the new custody facilities in Aberdeen. The Force is currently projecting a total underspend of £1.649m against the agreed budget, which represents a budget saving of £3.449m.
- 6.3 The revenue budget monitoring report presented to the last meeting of the Joint Board (18th January 2013) projected an underspend of £0.428m. The table below summarises the main changes between the last and current reports.

	£m
January report - projected underspend	(0.428)
Decrease in CFCR funding to capital programme (see 6.4)	(0.293)
Increase in Police Officer Pay savings (see 6.5)	(0.161)
Increase in Police Staff Pay savings (see 6.6)	(0.364)
Increase in Supplies and Services Savings (see 6.7)	(0.264)
Increase in Income (see 6.8)	(0.038)
Scottish Government Loan Charges Grant balance for 2011-12	(0.059)
Increase in Scottish Government Specific Grant Funding	(0.027)
Other (net)	(0.015)
Current report - projected underspend	(1.649)

- 6.4 As described in the Capital Monitoring Report (on this agenda), there is a reduction in the capital financing requirement from the revenue budget (CFCR) of £0.293m from the previous report which represents the net effect of some new projects added to the capital plan and the slippage of some projects into 2013-14. This is explained more fully in the Capital Monitoring Report.
- 6.5 The increase in Police Officer Pay savings of £0.161m relates to an underspend in pay and on costs (primarily due to additional career breaks in year not budgeted for, and more officers leaving than budgeted for), and projected savings in overtime.
- 6.6 The continuing review of the Police Staff pay budget, based on vacancies and movement to 28 February 2013 indicates a further underspend of £0.364m.
- 6.7 The increase Supplies and Services savings of £0.264m relates to Budget Holders being asked to make efficiency savings within their budgets to help pay for ongoing capital commitments in 2013-14 (e.g. Firearms Training Range).

- 6.8 Income has increased due to additional recharges for Abnormal Load Escorts and Social Work Calls, and increases in fees generated for Part V Disclosure, Firearms Certificates and Accident Reports.
- 6.9 There are a range of minor variances across Property and Transport and Payments to Other Agencies.
- 6.10 On this basis the latest estimate of the Force's General Fund Reserve is as follows:

	£m
General Fund Reserve at 31 March 2012	8.357
Projected Underspend 2012-13	1.649
Estimated General Fund Reserve at 31 March 2013	10.006
Committed to the Board's Capital Programme	7.316
Committed to the Firearms Range Project (provisional)	0.475
VR/ER Scheme	0.200
Uncommitted element	2.015
Total	10.006

This level of uncommitted reserve at 31 March 2013 is around £0.715m higher than that intimated to the Scottish Government in summer 2012.

- 6.11 One of the implications of the delay in completing the Custody Facilities project this year is that VAT will be liable from 1 April 2013 on any spend. This will add around £2m to the project cost. This has not been budgeted for and the proposal is to ring fence the balance of un-committed reserves, minus the amount previously promised to be returned last year (£1.3m), and use this to part fund the shortfall. The balance will need to be picked up by the Police Service of Scotland.
- 6.12 The Force announced its Voluntary and Early Retirement Redundancy Scheme for Police Staff on 20 December 2012, with a deadline for expressions of interest of 21 January 2013. Until all applications are received and considered and the profile of the staff applying fully understood it is not possible to estimate the likely cost. The National Scheme has also recently been launched, which is to be funded by the Scottish Government. It is anticipated that only the costs of the Grampian Scheme that are over and above the National Scheme will need to be funded by Grampian Police. The £0.200m referred to above in 6.10 has been earmarked for this.

7. REPORT AUTHOR DETAILS

Gary Craig, Director of Finance
gary.craig@grampian.pnn.police.uk
 Tel: 01224 306576

8. BACKGROUND PAPERS

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Chief Constable
12 March 2013

Treasurer
12 March 2013

GRAMPIAN POLICE
Budget Monitoring Report - Expenditure up to 28 February 2013

		<i>Grampian Police Summary</i>		<i>Estimated Out-turn</i>	<i>Variance (Under)/ Overspend</i>	<i>Out-turn as a % of Budget</i>
		<i>Approved Budget</i>	<i>Expenditure to 28-Feb-13</i>	<i>As At 28-Feb-13</i>	<i>As At 28-Feb-13</i>	
		<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	
EMPLOYEE COSTS						
Police Officers						
	Pay	53,717,893	49,110,436	53,634,141	(83,752)	100%
	CRTP/Bonus/SPP	658,280	536,734	587,330	(70,950)	89%
	TRA and Housing	1,771,400	1,328,716	1,745,771	(25,629)	99%
	Other Allowances	243,129	227,071	247,849	4,720	102%
	National Insurance	5,114,480	4,665,245	5,125,245	10,765	100%
	Notional Pension Costs	13,474,954	12,354,315	13,488,790	13,836	100%
	Injury Pension Costs	530,000	521,257	567,523	37,523	107%
	Ill Health Awards	300,000	210,814	300,000	0	100%
	Sub-total	75,810,136	68,954,588	75,696,649	(113,487)	100%
	Overtime	3,826,398	3,177,304	3,794,373	(32,025)	99%
	Total Police Officers' Costs	79,636,534	72,131,892	79,491,022	(145,512)	100%
Police Staff						
	Pay	14,744,005	12,431,543	13,748,652	(995,353)	93%
	Allowances	1,515,982	1,345,879	1,472,974	(43,008)	97%
	National Insurance	1,190,436	998,481	1,095,901	(94,535)	92%
	Superannuation	3,109,299	2,503,784	2,742,714	(366,585)	88%
	Sub-total	20,559,722	17,279,687	19,060,241	(1,499,481)	93%
	Overtime	222,703	175,681	225,770	3,067	101%
	Total Police Staff Costs	20,782,425	17,455,368	19,286,011	(1,496,414)	93%
Other Staff Costs						
	Relocation	75,000	39,838	55,000	(20,000)	73%
	Recruitment	88,000	32,753	81,500	(6,500)	93%
	Sub-total	163,000	72,591	136,500	(26,500)	84%
	Total Employee Costs	100,581,959	89,659,851	98,913,533	(1,668,426)	98%
OPERATING COSTS						
Property Costs						
	Rent	810,020	807,862	812,053	2,033	100%
	Rates	1,471,000	1,494,968	1,471,298	298	100%
	Insurance	20,000	16,105	16,105	(3,895)	81%
	Repairs and Maintenance	1,599,259	1,010,444	1,599,510	251	100%
	Repairs and Maintenance - Devolved	50,193	25,969	44,521	(5,672)	89%
	Heating, Lighting and Cleaning	1,383,471	1,104,015	1,382,808	(663)	100%
	Sub-total	5,333,943	4,459,363	5,326,295	(7,648)	100%
Transport and Plant Costs						
	Repairs and Maintenance	291,854	240,734	291,854	0	100%
	Petrol and Diesel Fuel	1,009,667	829,110	1,008,390	(1,277)	100%
	Licences and Insurances	200,000	187,487	200,000	0	100%
	Car Hire	291,291	215,407	263,158	(28,133)	90%
	Travel and Subsistence	477,818	346,933	459,891	(17,927)	96%
	Sub-total	2,270,630	1,819,671	2,223,293	(47,337)	98%
Supplies and Services Costs						
	Operational Equipment and Materials	796,906	578,782	757,332	(39,574)	95%
	Operational Supplies and Services	2,909,157	2,360,637	2,850,490	(58,667)	98%
	Uniforms and Clothing	341,233	283,322	342,623	1,390	100%
	Computer Maintenance and Software	1,044,980	683,990	1,032,075	(12,905)	99%
	Computer Network and Telephony	1,041,121	596,786	1,041,575	454	100%
	Catering	169,970	127,909	163,766	(6,204)	96%
	Conferences and Training	375,115	257,637	296,499	(78,616)	79%
	Printing, Stationery and Postages	453,002	339,541	403,828	(49,174)	89%
	Insurances	349,600	349,990	351,366	1,766	101%
	Advertising	16,150	12,864	11,989	(4,161)	74%
	Other Administrative Costs	313,395	184,597	284,938	(28,457)	91%
	Sub-total	7,810,629	5,776,055	7,536,481	(274,148)	96%

GRAMPIAN POLICE
Budget Monitoring Report - Expenditure up to 28 February 2013

		<i>Grampian Police Summary</i>		<i>Estimated Out-turn</i>	<i>Variance (Under)/ Overspend</i>	<i>Out-turn as a % of Budget</i>
		<i>Approved Budget £</i>	<i>Expenditure to 28-Feb-13 £</i>	<i>As At 28-Feb-13 £</i>	<i>As At 28-Feb-13 £</i>	
Payments to Agencies and Other Bodies						
	Council Support Services	318,500	66,465	318,500	0	100%
	Other Agencies	1,530,994	476,777	1,507,904	(23,090)	98%
	Sub-total	1,849,494	543,242	1,826,404	(23,090)	99%
Financing Costs						
	Capital Financed from Current Revenue	1,630,000	0	569,000	(1,061,000)	35%
	Supported Loan Charges	1,382,120	530,061	1,382,120	0	100%
	Prudential Borrowing	0	0	0	0	0%
	Sub-total	3,012,120	530,061	1,951,120	(1,061,000)	65%
Contingency Costs						
		233,500	0	0	(233,500)	0%
	Total Operating Costs	20,510,316	13,128,392	18,863,593	(1,646,723)	92%
	Gross Expenditure	121,092,275	102,788,243	117,777,126	(3,315,149)	97%
INCOME						
	Recharges for Services	(1,876,105)	(1,674,321)	(1,909,106)	(33,001)	102%
	Secondee Recoveries	(830,000)	(717,148)	(830,620)	(620)	100%
	Sales, Fees and Lost Property	(583,000)	(573,484)	(631,546)	(48,546)	108%
	Sponsorship	(26,454)	(11,419)	(11,418)	15,036	43%
	Rents	(857,784)	(860,975)	(830,098)	27,686	97%
	Partnership Income	(692,082)	(477,780)	(714,355)	(22,273)	103%
	Non SG Funding	(449,614)	(407,789)	(453,037)	(3,423)	101%
	Other Income	(80,000)	(55,822)	(80,000)	0	100%
	Total Income	(5,395,039)	(4,778,738)	(5,460,180)	(65,141)	101%
	Total Net Expenditure	115,697,236	98,009,505	112,316,946	(3,380,290)	97%
FINANCED BY -						
Grant Funding						
	SG Police Grant	(47,063,000)	(43,240,850)	(47,064,850)	(1,850)	100%
	LA Requisitions	(45,217,000)	(41,448,917)	(45,217,000)	0	100%
	SG Loan Charge Support	(705,000)	(723,121)	(764,030)	(59,030)	108%
	LA Loan Charge Support	(741,000)	(663,159)	(741,000)	0	100%
	SG Specific Grant (100% Funded)	(6,677,234)	(4,215,462)	(6,671,262)	5,972	100%
	SG Specific Grant (Part Funded)	(19,048)	0	(19,048)	0	100%
	SG Specific Grant (Police Pensions)	(13,474,954)	(17,569,403)	(13,488,790)	(13,836)	0%
		(113,897,236)	(107,860,912)	(113,965,980)	(68,744)	100%
	Total (Under)/Overspend Against Grant Funding	1,800,000	(9,851,407)	(1,649,034)	(3,449,034)	

GRAMPIAN POLICE
Summary of Gross Expenditure per Business Area

	£000	£000	%	%
Aberdeen	39,840		32.9%	
Aberdeenshire	27,488		22.7%	
Moray	14,531		12.0%	
		81,859		67.6%
Operational Planning & Support	15,863		13.1%	
Criminal Justice & Community Support	2,664		2.2%	
Crime Management	13,562		11.2%	
Projects	242		0.2%	
Grampian Resilience	121		0.1%	
Secondments	1,695		1.4%	
		34,147		28.2%
Central Costs		5,086		4.2%
TOTAL		121,092		100.0%

Note:

This analysis allocates the current year's budget in the following manner:

Employee Costs	83.20% in line with Police Officer pay
Property	4.30% in line with Police Officer no's
Transport	1.90% in line with Vehicle allocations
Supplies & Services	6.30% in line with Police Officer no's
Payments to Other Bodies	4.30% remain central costs
Financing Charges	
Contingency	

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COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22 MARCH 2013

TITLE OF REPORT: CAPITAL BUDGET MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To update the Joint Police Board on the 2012-13 Capital Plan based on the financial position at 28 February 2013.

2. RECOMMENDATION(S)

- 2.1 To consider and note the contents of the Report.

3. FINANCIAL IMPLICATIONS

- 3.1 The Capital Plan sets out the Force's proposed investment in capital assets for the current financial year and also shows the schemes committed into 2013-14. This includes the amendments to the Capital Plan and related funding that were approved by the Board at its previous meetings this financial year. The total approved budget for 2012-13 amounts to £8.512m and is funded by a combination of capital grant, capital receipts and a contribution from the revenue budget (CFCR).
- 3.2 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. All available funds have been allocated in 2012-13.

4. SERVICE & COMMUNITY IMPACT

- 4.1 It is important that the Force continues to invest in its infrastructure and systems in order that it can enhance operational capacity, generate efficiencies for front line policing and strengthen the policing legacy in the north east.

5. OTHER IMPLICATIONS

-

6. REPORT

- 6.1 A copy of the Capital Plan for 2012-13 is attached at Appendix C. The total budget allocated within the Force's Capital Plan for 2012-13 is £8.512m. Actual expenditure to 28 February 2013 is £4.253m and the latest projected outturn is estimated at £6.585m.
- 6.2 The latest budget of £8.512m has increased from the last reported to the Joint Board (£8.482m) by £30,000. This relates to a Force approved bid of £30,000 in respect of Cell Call system for the existing custody suite within Queen Street, to be funded by CFCR.
- 6.3 The largest project in the programme is the new Custody Facility in Aberdeen. Due to some delays in the legal negotiations, the predicted completion date has slipped to February 2014, but still within the 2013-14 financial year. It is anticipated that the projected spend to 31 March 2013 for this will be £3.706m. In terms of funding, no capital grant will be used during 2012-13.
- 6.4 In addition to 6.3 above, five other capital projects have incurred time delays, notably Torry Police Station Extension, CCTV Equipment, Portlethen Firearms Range, Laurencekirk Police Station and Extension to Office at Tomintoul.
- 6.5 After discussion with the Scottish Government and confirmed at a recent CIPFA technical update, it has been decided that we should no longer make use of the capital grant during 2012-13, as it is still unclear as to how capital receipts will be treated within the single Force. We will therefore use all of our capital receipts during 2012-13 and commit the capital grant (£3.776m) for use during 2013-14, with a debtor being raised within our year end accounts for the balance of un-requisitioned Capital Grant (£0.611m). The balance of funding being committed for 2013-14 (£7.316m) will come from revenue.
- 6.6 Separate papers have been prepared for the Board for two projects. The first relates to the proposed Firearms Range at Portlethen (line 15). Tenders have been received with the resultant capital now being around £0.725m. It has been proposed to fund the difference from revenue (see Revenue paper item 6.11). The other paper relates to the increased costs from the tender regarding the Extension to the Office at Tomintoul.
- 6.7 Appendix D shows the current position with the National Platform Project. It was reported to the last Joint Board that the National Police Reform Team had, after review, decided to manage the project to an early close because it no longer met future business needs. The Reform Team are still considering alternative uses for the project's assets and the outcome of this review will inform the future accounting treatment.

7. REPORT AUTHOR DETAILS

Gary Craig, Director of Finance
gary.craig@grampian.pnn.police.uk
Tel: 01224 306576

8. BACKGROUND PAPERS

-

Chief Constable
12 March 2013

Treasurer
12 March 2013

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GRAMPIAN POLICE CAPITAL EXPENDITURE MONITORING STATEMENT - to 28th February, 2013											
Line	Project Description	Divisions / Dept.	Finance Project No	Total project cost £000s	Prior years spend £000s	Revised Budget (a) 2012-13 £000s	Projected Outturn (b) 2012-13 £000s	Actual Spend Feb-13 £000s	Variance (Over)/Under Spend (c=a-b) £000s	Commitments 2013-14 £000s	Comments
A	Recurring Items										
1	Disability Discrimination Act (DDA) / Minor Building Work	Facilities	GC90971	n/a	n/a	330	345	274	(15)		Work on-going.
2	Asset Refreshment for Computers, Printers & Servers										
(i)	- SPSA	SPSA	GC90870	n/a	n/a	250	250	82	0		Expenditure funded by Scottish Police Services Authority Specific Grant.
(ii)	- Force Funded	Business Areas	GC90871	n/a	n/a	20	20	0	0		
(iii)	- Annual Vehicle Replacement	Transport	GC95501	n/a	n/a	1,000	1,000	830	0		
B	Existing Commitments										
4	Torry Police Station Extension	Facilities	GC90111	320	18	302	270	47	32	50	Additional expenditure required for foundations. Estimated £50k budget will slip to 2013-14
5	CCTV Equipment	Aberdeen	GC95601	402	32	370	150	3	220	220	Due to slippage budget to be carried forward to 2013-14.
6	Force Control Room - Communication Equipment	OP&S	GC91860	167	67	100	0	0	100	100	Budget carry forward from previous year.
7	Force Service Centre - Call Handling System Upgrade	OP&S	GC90951	90	12	78	0	0	78	78	Budget carry forward from previous year.
8	ON-GOING COMMITMENTS					2,450	2,035	1,236	415	270	
C	Discrete Items of Expenditure										
9	Body Worn Video Equipment	Business Areas	GC92903	250	0	250	250	231	0		Equipment arrived in August 2012.
10	ANPR Equipment	CMBA	GC90881	12	0	11	11	11	0		Purchase complete. Small saving.
11	Operational Specialist Equipment	OP&S	GC94801	75	0	75	75	0	0		Pending for final decision from Central Police Reform regarding allocation of resources.
12	CMBA Specialist Equipment	CMBA	GC98183	34	0	34	34	10	0		Ongoing discussion with a partner regarding procurement and specification of some equipment.
13	New Custody Facilities in Aberdeen	Facilities	GC96281	13,900	0	5,000	3,706	2,517	1,294	10,194	Planning permission was granted. Acquisition of land in Sept 2012.
14	Police Stations Upgrade (Buckie and Rosemount)	Facilities	GC908296270	317	0	317	340	234	(23)		Work commenced in Sep 2012.
15	Portlethen Firearms Range	Facilities	GC90115	250	0	250	14	14	236		Tender received c£790k - see separate report.
16	New Peterhead Police Station	Facilities		100	0	100	100	0	0		Planning obtained, to conclude by 31 March 2013.
17	Laurenschirk Police Station (New Build)	Facilities		312	0	0	0	0	0		The project is currently in the design phase.
18	Force Estate Security	Facilities	GC91161	0	0	0	0	0	0		Project was funded by Programme Board in June 2010.
19	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.
20	Extension to Office at Tomintoul	Facilities		100	0	25	20	0	5	80	Tender received - £163k - see separate report.
21	DISCRETE EXPENDITURE					6,062	4,550	3,017	1,512	10,822	
22	TOTAL EXPENDITURE					8,512	6,585	4,253	1,927	11,092	
Financed by:											
D	Governmental Bodies and Local Authorities										
23	Local Authorities - Annual Capital Grant										
(i)	Balance carry forward at the beginning of the year					2,075	2,075	0	0	0	Capital Grant carried forward by Constituent Authorities and repaid to the Force.
(ii)	Annual Capital Grant for the year					1,701	1,701	0	0	0	Annual Capital Grant for the year.
(iii)	Balance carry forward at the end of the year					(615)	(3,776)	0	3,776	3,776	Capital Grant to be committed at year end for use during 2013-14.
24	Scottish Government - Scottish Police Services Authority					3,161	0	0	0	0	
E	Non-governmental Bodies										
25	Other Capital Receipts					250	250	82		0	Funding from Scottish Police Services Authority.
F	Capital Receipts from the sale of Non-current assets										
26	Capital Receipts from sale of Non-current Assets					0	0	0		0	
G	Capital expenditures funded from revenue										
27	Capital Expenditure Funded from Revenue Funding "CFCR"					3,471	5,766	4,171		0	Per Scottish Government use Capital Receipts during 2012-13
H	External Borrowing										
28	External Borrowing					1,630	569	0		7,316	Funding from revenue budget
29	TOTAL FUNDING					8,512	6,585	4,253	0	11,092	
RECONCILIATION OF CAPITAL RECEIPTS:											
	Opening balance					4,578	4,578	4,578		0	
	New Receipts					932	1,038	1,038		0	
	Sale of police houses					150	150	149		0	
	Sale of police vehicles, plant & equipment					(3,471)	(5,766)	(4,171)		0	
	Applied Receipts					2,189	0	1,594		0	
	Closing balance carry forward										

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GRAMPIAN POLICE CAPITAL EXPENDITURE MONITORING STATEMENT - to 28th February 2013												
Line	Project Description	Divisions / Dept.	Total project cost £000s	Prior years spend £000s	Revised Budget 2012-13 £000s	Projected Outturn 2012-13 £000s	Actual Spend Feb-13 £000s	Variance (Over)/Under Spend <v-a-b> £000s	Estimated Budget 2013-14 £000s	Estimated Budget 2014-15 £000s	Comments	
Discrete Items of Expenditure												
1	ACPOS National Platform Project	SPSA	5,408	4,003	277	277	0	0	648	480	National project fully funded by the Efficient Government Fund. Grampian Police acting as lead Force. Project being managed to an early end and National Reform Team considering alternative uses.	
Financed by:												
2	Additional Capital Grant - Efficient Government Fund		5,378	3,973	277	277	0	0	648	480	Grant funding received by the Force.	
3	Other Capital Receipts		30	30	0	0	0	0	0	0		
			5,408	4,003	277	277	0	0	648	480		
RECONCILIATION OF CAPITAL RECEIPTS												
	Opening balance				£000s	£000s						
	Amount received during the current year				1,405	1,405	1,405		1,128	480		
	Receipts applied for the current year				0	0	0		0	0		
	Closing balance				(277)	(277)	0		(648)	(480)		
					1,128	1,128	1,405		480	0		

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Keeping our communities safe

COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22 MARCH 2013

TITLE OF REPORT: POLICE REFORM - TRANSITIONAL FINANCIAL ARRANGEMENTS

1. PURPOSE OF REPORT

- 1.1 To advise Members of the Grampian Joint Police Board of the transitional financial arrangements which are expected to apply to wind up the financial affairs of the Board.

2. RECOMMENDATION(S)

- 2.1 Members are asked to consider and note the contents of the Report.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications resulting from this Report.

4. SERVICE & COMMUNITY IMPACT

- 4.1 -

5. OTHER IMPLICATIONS

- 5.1 -

6. REPORT

Background

- 6.1 Members of the Board have received a number of updates on financial matters associated with Reform in recent months, the most significant of which have related to the work of the PRILO Board led by Scottish Government.

-
- 6.2 As Day 1 of the new Service now approaches, this Report provides Members with a final update on the transitional financial arrangements expected to apply so that Members can be reassured that steps have been taken by the Board's Officers to allow the Board's financial affairs to be properly conducted.

Update on Key Issues

- 6.3 There are three main areas of importance for the Board as far as transitional financial arrangements are concerned:
1. The transfer of assets, liabilities, etc.
 2. Arrangements for preparing and approving the Board's 2012-13 Accounting Statements.
 3. Expected financial arrangements for Day 1 of the new Service.

Transfer of Assets, Liabilities, etc

- 6.4 The Report presented to the Special Meeting of the Board on 25 February 2013 covered the arrangements for the transfer of assets, liabilities, etc in detail and, with the exception of Usable Reserves and Loan Debt, all assets, liabilities and rights and obligations of the Board will transfer over to the SPA on 1 April 2013.

Arrangements for Preparing and Approving the Board's 2012-13 Accounting Statements

- 6.5 The Police and Fire Reform (Scotland) Act 2012 (Supplementary, Transitional, Transitory and Saving Provisions) Order 2013 has now been laid before the Scottish Parliament. This Order covers matters related to the winding up of the Joint Boards.
- 6.6 In summary the Order places responsibility for the preparation of the Board's 2012-13 Accounts on Aberdeen City Council and its Officers. In practice Aberdeen City Council's Head of Finance as Statutory Financial Officer for the Council (and current Treasurer to the Board) will be responsible for preparation of the Board's 2012-13 Accounts. Those Accounts require to be submitted for approval to Aberdeen City Council on behalf of the Constituent Councils with a copy of those Accounts also being sent to the Constituent Councils and the SPA for their interests. These arrangements apply to both the draft and audited Accounts.
- 6.7 The Order places a duty on the SPA, the Chief Constable of Scotland and their Officers to co-operate and assist with the Accounts closure and preparation process as far as may reasonably be required of them. It's in everyone's interest to ensure the Board's 2012-13 Accounts are concluded as quickly and smoothly as possible not least because conclusion of the Accounts will allow the share of uncommitted reserves to be finalised.
- 6.8 The Board's current External Auditors (Audit Scotland) will audit the Accounts as normal and their report to Members will be submitted to Aberdeen City Council for approval on behalf of the Constituent Councils.

6.9 The year-end process is slightly complicated by the cessation of the Board and the different VAT and banking arrangements which apply for the new Service but, to keep things as simple as possible, it has been agreed by all parties that the Accounts closure process will follow a business as usual approach. This approach is designed to ensure a smooth transition and proper recording of old and new year transactions and to ensure the VAT reclaim on the outgoing Board's transactions is maximised. Non-statutory guidance has been prepared to assist Treasurers and other finance staff with these transitional arrangements.

Expected Financial Arrangements for Day 1 of the New Services

6.10 Although the Board has no responsibility for financial arrangements after 31 March 2013, the following summary of expected arrangements may be of interest to Board members, particularly since there will continue to be a relationship with one of the three Constituent Councils for some services.

Financial Ledger	Expected to remain as is within existing Forces through which financial transactions will be recorded
Payroll	"Grampian" element of Police Payroll will continue to be run through Aberdeen City Council's payroll system
Internal Audit	Arrangements being made to procure these services. No Council involvement.
Insurance	Responsibility for insurance moves to SPA but residual claims for Joint Board covered by Insurance policies will be subject to a handover process.
Banking / Treasury Management	Will be managed through Scottish Government banking contract – no Council involvement
Pension Administration	Administration of Pensions for Police Officers and Police Staff in Grampian will continue to be managed by Aberdeen City Council's Pensions Section.
Loan Debt	The loan debt of the Grampian Joint Police Board will transfer to the SPA, but will continue to be administered by PWLB. SPA will pay PWLB for their share of loan charges in accordance with a loan agreement.

7. REPORT AUTHOR DETAILS

Gary Craig, Director of Finance
gary.craig@grampian.pnn.police.uk
 Tel: 01224 305222

8. BACKGROUND PAPERS

-

Chief Constable
12 March 2013

Treasurer
12 March 2013



COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22 MARCH 2013

TITLE OF REPORT: FORCE PERFORMANCE QUARTER 3 2012/13 REPORT

1. PURPOSE OF REPORT

- 1.1 The Force Quarter 3 2012/13 Performance Report summarises the Force's performance during quarter 3 2012/13. The report should be considered in conjunction with *Platform for Success Building the Future 2012/13*, which outlines the Force's strategic direction for the fiscal year.
- 1.2 The report complies with auditors' requirements to provide updates on performance against indicators and presents information in line with previous reports submitted to the Grampian Joint Police Board.
- 1.3 The statistical information contained in this report and the means of accessing more detailed information, will be made available to the public on the Force website (www.grampian.police.uk).

2. RECOMMENDATION(S)

- 2.1 This report is submitted for the approval of Members of the Grampian Joint Police Board.

3. FINANCIAL IMPLICATIONS

N/A

4. SERVICE & COMMUNITY IMPACT

N/A

5. OTHER IMPLICATIONS

N/A

6. REPORT

6.1 The Force continues to maintain some excellent results with another strong quarterly performance for the period. The main themes for the quarter are below:

6.2 Service Response

Performance remains positive with the lowest number of 'Emergency Response Incidents' for 8 quarters. There has been a slight increase in 'Average Response Time' for these incidents which has been affected by the adverse seasonal weather conditions.

6.3 Public Reassurance and Community Safety

There is a continuing downward trend in 'ASB Community Crimes' which are 10.4% lower than the previous quarter and 6.9% lower than for the same period last year.

6.4 Eight people lost their lives in road accidents during quarter 3 with no discernible pattern apparent following detailed analysis. The calendar year of 2012 recorded the second lowest number of fatalities at 24.

6.5 Group recorded crime figures remain very positive with general marked reductions, against the same period last year, in almost all groups except sexual offences. Detection rate figures remain low at this time. However, it is important to note that all current figures are extracted at a single 'point in time' and do not take account of ongoing enquiries being taken to completion.

6.6 Criminal Justice and Tackling Crime

Class A drugs with a potential street value of £552,580 were recovered along with the arrest of 66 individuals linked to Serious Organised Crime Groups.

6.7 A total of £2,706,223 was seized or identified under the Proceeds of Crime Act legislation. The majority of this relates to a music piracy case which has been reported to the Crown Office and Procurator Fiscal Service (COPFS).

6.8 There has been a downward trend in the number of 'Police reports submitted to the PF' which correlates with the marked reductions in recorded crime. The Force is still maintaining a figure well above the national target for submission of these reports within the 28 day limit.

6.9 The level of detected youth crime is another indicator that does not paint a true picture this quarter due to a number being subject to processing through the Youth Justice Management Unit (YJMU). This means that more accurate figures can be judged from previous quarters where, once again, there is a clear downward trend apparent overall in both the 'level of detected youth crime' and the 'number of children and young people who have committed crimes and offences'.

6.10 The 'use of Police direct measures' for ASB offences is being maintained at a consistent level and the '% complied with' numbers continue to be well above the national average.

6.11 Aberdeen Harbour is now a 'designated port' in terms of the Port Security Regulations 2012, with the designation order having come into Force in November 2012.

6.12 Sound Governance and Efficiency

Police Officer numbers fell by 4 to 1566 and Police Staff numbers fell by 10 to 705 at the end of quarter 3.

6.13 Although no formal figure was set by the Scottish Government for 2012/13, the Force has been working to an efficiency saving target of 3%. This target has been exceeded and the Force has achieved a figure of £3,050,371.00 efficiency savings for the financial year. An executive level decision was taken to close the business plan tasks related to this as the focus is now on progress towards the new Police Scotland.

7. REPORT AUTHOR DETAILS

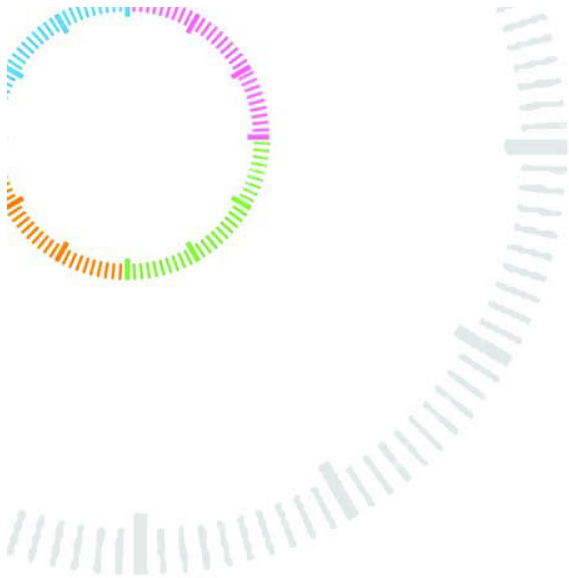
Superintendent
Development and Governance Business Area
Grampian Police
0845 600 5 700

8. BACKGROUND PAPERS

N/A

Chief Constable
13 March 2013

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Platform for Success 2012/13

Building the Future

Quarter 3 Performance Report



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Keeping our communities safe

CONTENTS

1. INTRODUCTION & EXECUTIVE SUMMARY	3
1.1 INTRODUCTION.....	3
Service Response	5
Public Reassurance and Community Safety.....	5
Criminal Justice and Tackling Crime	5
Sound Governance and Efficiency	5
2. SERVICE RESPONSE	6
2.1 COMMUNITY FOCUS	6
Proportion of 999 calls answered within 10 seconds (NI)	6
Time taken to respond to emergency incidents (NI)	6
Handling of non-emergency calls (NI)	7
Complaints about Police Officers and Police Staff (NI) and Quality of Service Allegations (NI).....	8
User satisfaction with service provided (NI).....	8
3.1 COMMUNITY FOCUS	10
Antisocial Behaviour.....	10
Number of recorded ASB community crimes and offences and detection rates (NI)	11
3.2 PUBLIC PROTECTION	12
Child Protection.....	12
Getting It Right For Every Child (GIRFEC).....	12
Sex Offender Management Group (SOMG)	12
Visually Recording Interviews (VRI) of Child Witnesses in Scotland	12
Adult Protection.....	12
3.3 ROAD CASUALTY REDUCTION	13
Association of Chief Police Officers Scotland (ACPOS) Scottish Road Policing Framework	13
Number of persons killed and injured in road accidents (NI) (SOA)	13
Education	13
Enforcement.....	13
Encouragement	14
3.4 OTHER INDICATORS	15
Number of recorded crimes and offences (NI)	15
Detection Rate for Recorded Crimes and Offences (NI).....	16
Group 4 – Fire-raising, Malicious and Reckless Conduct	17
Number of racist incidents, racially motivated crimes and offences and detection	17
Rates (NI) (SOA).....	17
Number of Special Constables and hours they are on duty (NI)	18
4. CRIMINAL JUSTICE & TACKLING CRIME	19
4.1 SERIOUS ORGANISED CRIME AND DRUGS	19
Weight of Class A drug seizures and number of supply and possession with intent.....	19
to supply offences recorded (NI) (SOA).....	19
Local drug indicators (LI) (SOA)	20
4.3 OTHER INDICATORS	21
Number and percentage of reports submitted to the Procurator Fiscal within 28	21
calendar days (NI)	21
Level of Detected Youth Crime (NI) (SOA).....	21
Use of Police Direct Measures: Antisocial Behaviour Fixed Penalty Notices	24
(ASBFPNs) (NI)	24

Use of Police Direct Measures: Formal Adult Warnings (NI)	24
Level of Counter Terrorism Briefings Delivered to Communities (NI).....	25
Prevent	25
Pursue	25
Prepare	25
Protect	25
5. SOUND GOVERNANCE & EFFICIENCY	26
5.1 POLICE REFORM	26
Number of Police Officers and Police Staff (NI).....	26
Turnover rates for Police Officers and Police Staff (NI).....	28
Proportion of working time lost to sickness absence (NI)	28
5.2 OTHER INDICATORS	29
Value of efficiency savings generated (NI)	29
Expenditure on Salaries, Operating Costs and Capital (NI)	29
Expenditure per Resident (NI)	29
Proportion of salary costs accounted for by overtime (NI)	30
Health and Safety (LI).....	30
6. CONTEXT INDICATORS	31
Number of telephone calls and incidents (NI)	31
Number of sudden death reports to Procurator Fiscal (NI).....	31
Number of missing person incidents (NI)	31
Number of Registered Sex Offenders in the community (NI).....	32
Number of domestic abuse incidents (NI)	32
Number of drug related deaths (LI).....	32
Number of Problem Drug Users (NI).....	32
Number of individuals brought into custody (NI)	32
Number of Freedom of Information requests and questions (NI).....	32
7. APPENDIX A	33
7.1 INTERPRETATION OF INFORMATION	33
7.1.1 Force Priorities	33
7.1.2 National Indicators (NI).....	33
7.1.3 Local Indicators (LI)	33
7.1.4 Single Outcome Agreement (SOAs)	33
7.1.5 Baselines and "Traffic Lights"	33
7.2 ACRONYMS	35
7.3 FURTHER SOURCES OF INFORMATION	36

1. INTRODUCTION & EXECUTIVE SUMMARY

1.1 INTRODUCTION

"*Platform for Success Building the Future*" was published on 1 April 2012. This strategy document promotes the Force Mission and the strategy for delivery, upon which this report is focused.

That Mission is achieved through delivery of the Force Priorities, which includes crime/disorder and business/organisational issues.

The purpose of this report is to inform the Force Executive Board (FEB) and the Grampian Joint Police Board (GJPB) of progress towards achieving that Mission.

The report is structured around the four 'areas of policing' identified within the Scottish Policing Performance Framework (SPPF):

- *Service Response*
- *Public Reassurance and Community Safety*
- *Criminal Justice and Tackling Crime*
- *Sound Governance and Efficiency*

These encompass the full range of policing activities by Grampian Police and its partners. This report is split into sections covering one of the areas listed above.

The Force Priorities for 2012/13 fit within the SPPF framework. National Indicators (NI) and Local Indicators (LI) are included within each section.

Further information on indicators can be obtained by contacting Superintendent Cummings, at john.cummings@grampian.pnn.police.uk.

	Service Response	Public Reassurance & Community Safety	Criminal Justice & Tackling Crime	Sound Governance & Efficiency	Context
Force Priorities	<ul style="list-style-type: none"> Community Focus 	<ul style="list-style-type: none"> Community Focus National Security Public Protection Road Casualty Reduction 	<ul style="list-style-type: none"> Community Focus Serious Organised Crime & Drugs 	<ul style="list-style-type: none"> Police Reform 	
SPPF National Indicators	<ul style="list-style-type: none"> Complaints about Police Officers and Police staff Quality of Service complaints User satisfaction with service provided <i>Public confidence in the Police</i> Proportion of 999 calls answered within 10 seconds Time taken to respond to emergency incidents Handling of non-emergency calls 	<ul style="list-style-type: none"> Number of recorded crimes and offences and detection rates Number of racist incidents, racially motivated crimes and detection rates Number of recorded ASB community crimes and offences and detection rates Level of detected youth crime Number of persons killed or injured in road accidents <i>Offenders managed under MAPPAs who are re-convicted or breach conditions</i> <i>Perception of general crime rate in local area</i> <i>Victimisation rates for personal and household crime</i> <i>Level of personal and household crime and the proportion reported to the Police</i> <i>Volume of forensic services provided</i> Number of Special Police Constables and hours they are on duty 	<ul style="list-style-type: none"> <i>Percentage of criminal cases dealt with in 26 weeks</i> <i>Overall re-conviction rate</i> Number and percentage of reports submitted to the Procurator Fiscal within 28 calendar days Number and percentage of children and young people diverted to early and effective intervention processes <i>Number of individuals reported to the Procurator Fiscal where proceedings were not taken</i> Weight of Class A drug seizures and number of supply and possession with intent to supply offences recorded Use of Police Direct Measures <i>Value of net criminal assets identified for restraint through criminal proceedings by the SCDEA</i> Level of Counter Terrorism Advice Delivered to Communities 	<ul style="list-style-type: none"> Value of efficiency savings generated by Forces <i>Value of efficiency savings generated by the SPSA</i> Proportion of working time lost to sickness absence Turnover rates for Police Officers and Police staff Proportion of salary costs accounted for by overtime Number of Police Officers and Police staff Staffing profile by declared disability, ethnicity and gender Expenditure on salaries, operating costs and capital Expenditure per resident <i>SPSA expenditure</i> 	<ul style="list-style-type: none"> Number of telephone calls and incidents Number of sudden deaths reported to the Procurator Fiscal Number of missing person incidents Number of registered sex offenders in the community Number of domestic abuse incidents Number of problem drug users Number of individuals brought into custody Number of Freedom of Information requests and questions

Indicators in italics are reported on centrally by other agencies - data not available for this report.

1.2 EXECUTIVE SUMMARY

The Force continues to maintain some excellent results with another strong quarterly performance for the period. The main themes for the quarter are below:

Service Response

Performance remains positive with the lowest number of 'Emergency Response Incidents' for 8 quarters. There has been a slight increase in 'Average Response Time' for these incidents which has been affected by the adverse seasonal weather conditions.

Public Reassurance and Community Safety

There is a continuing downward trend in 'ASB Community Crimes' which are 10.4% lower than the previous quarter and 6.9% lower than for the same period last year.

Eight people lost their lives in road accidents during quarter 3 with no discernible pattern apparent following detailed analysis. The calendar year of 2012 recorded the second lowest number of fatalities at 24.

Group recorded crime figures remain very positive with general marked reductions, against the same period last year, in almost all groups except sexual offences. Detection rate figures remain low at this time. However, it is important to note that all current figures are extracted at a single 'point in time' and do not take account of ongoing enquiries being taken to completion.

Criminal Justice and Tackling Crime

Class A drugs with a potential street value of £552,580 were recovered along with the arrest of 66 individuals linked to Serious Organised Crime Groups.

A total of £2,706,223 was seized or identified under the Proceeds of Crime Act legislation. The majority of this relates to a music piracy case which has been reported to the Crown Office and Procurator Fiscal Service (COPFS).

There has been a downward trend in the number of 'Police reports submitted to the PF' which correlates with the marked reductions in recorded crime. The Force is still maintaining a figure well above the national target for submission of these reports within the 28 day limit.

The level of detected youth crime is another indicator that does not paint a true picture this quarter due to a number being subject to processing through the Youth Justice Management Unit (YJMU). This means that more accurate figures can be judged from previous quarters where, once again, there is a clear downward trend apparent overall in both the 'level of detected youth crime' and the 'number of children and young people who have committed crimes and offences'.

The 'use of Police direct measures' for ASB offences is being maintained at a consistent level and the '% complied with' numbers continue to be well above the national average.

Aberdeen Harbour is now a 'designated port' in terms of the Port Security Regulations 2012, with the designation order having come into force in November 2012.

Sound Governance and Efficiency

Police Officer numbers fell by 4 to 1566 and Police Staff numbers fell by 10 to 705 at the end of quarter 3.

Although no formal figure was set by the Scottish Government for 2012/13, the Force has been working to an efficiency saving target of 3%. This target has been exceeded and the Force has achieved a figure of £3,050,371.00 efficiency savings for the financial year. An executive level decision was taken to close the business plan tasks related to this as the focus is now on progress towards the new Police Scotland.

2. SERVICE RESPONSE

The area of Service Response relates to how Grampian Police respond to the public.

2.1 COMMUNITY FOCUS

- We will continue to engage and strengthen relationships with partners and the community, to deliver improved policing services based on the principle of a community focused approach.

Proportion of 999 calls answered within 10 seconds (NI)

Proportion of 999 Calls Answered within 10 seconds	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total 999 calls	13323	13849	13270	11177	12431	13440	13244
Answered within 10 seconds	13175	13656	13145	11055	12255	13221	13014
% Answered within 10 seconds	98.9%	98.6%	99.1%	98.9%	98.6%	98.4%	98.3%

National Target – 90%.

The number of 999 calls received in quarter 3 was 13244. Compared to quarter 3 last year, the figure is very similar. The percentage of calls answered within 10 seconds was 98.3%.

Time taken to respond to emergency incidents (NI) (In Grampian Police, this refers to 'Grade 1' calls where an emergency response is required)

Time Taken to Respond to Emergency Incidents	Q4 10/11	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total number of emergency response incidents	1077	1057	1137	1070	983	1021	901	881
Total number responded to within Force target response time*	1029	994	1080	1010	942	966	852	830
% responded to within Force target response time	95.5%	94.0%	95.0%	94.4%	95.8%	94.6%	94.6%	94.2%
Average response time (minutes/seconds)**	5m36s	5m31s	5m44s	5m4s	5m10s	5m7s	5m50s	5m53s

*The Force target response times for Grade 1 incidents are 10 minutes for Aberdeen Division and 25 minutes for Aberdeenshire and Moray Divisions.

**Average response times for all Grade 1 incidents as per the National Indicator. In quarter 3, the Aberdeen Division average response time was 4m44s, for Aberdeenshire it was 8m23s and it was 5m31s in Moray.

The number of emergency response incidents in quarter 3 reduced by 20 (2.2%) compared to quarter 2. Compared to quarter 3 last year, the figure is 189 (17.6%) lower.

The average response time to incidents in quarter 3 was 5 minutes 53 seconds and 94.2% of incidents were responded to within the Force target times.

There has been a general downward trend for the total number of emergency response incidents attended to and this correlates with the overall downward trend in recorded crimes and offences. There has been a slight increase in the average response time to attend to these incidents and analysis of this, due to the breadth and range of impact factors, is challenging. Seasonal weather conditions do have an impact and this quarter has seen some severe flooding, snow and ice which clearly affected response times. This is an

area that is monitored closely by the respective Divisions.

Handling of non-emergency calls (NI)

Non-Emergency Call Performance	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Non-emergency calls received	92450	92564	86866	88403	82739	90872	89527
Non-emergency calls answered	89622	89391	84102	85449	79676	87744	86068
% Answered	96.9%	96.6%	96.8%	96.7%	96.3%	96.6%	96.1%
Number of calls abandoned/lost	2828	3173	2764	2954	3063	3128	3459
% Abandoned/lost	3.1%	3.4%	3.2%	3.3%	3.7%	3.4%	3.9%
Number of calls answered within 40 seconds	83440	81398	78595	79818	73661	80334	79379
% of non-emergency calls answered within 40 seconds	90.3%	87.9%	90.5%	90.3%	89.0%	88.4%	88.7%

This indicator relates to calls handled by the Force Service Centre (FSC) and not those received directly at stations. A call is considered answered when a member of staff speaks to the caller.

It has been agreed nationally by practitioners that targets for answering calls are for 92% of all calls to be answered and for 90% to be answered in less than 40 seconds.

In quarter 3, 89,527 non-emergency calls were received. This is a decrease of 1345 (1.5%) from quarter 2. Compared to quarter 3 last year, the figure has increased by 2661 calls (3.1%).

We still continue to achieve just under the national indicator for calls answered under 40 seconds. In this particular reporting timeframe we have experienced above average absence due to seasonal sickness and poor weather conditions. This had a direct impact on our call demand at commuter times and caused transportation issues for some team members.

This timeframe coincides with the transition to the Force ScoPE system. This was accompanied by a training requirement. Service Advisors have taken time to adjust to the system and familiarise themselves with the application and thus the average length of calls has marginally increased. This has had a slight adverse impact on the volume of calls that can be attended to.

During quarter 3 there were two occasions where Business Continuity arrangements had to be activated and staff relocated from FSC. One related to a fire alarm activation which required the evacuation of the FSC for a short period of time and had a minor impact on service. The other incident was connected to severe weather and potential flooding at Bucksburn, which required staff to relocate. The severe weather resulted in a high and unexpected level of phone calls. These incidents are likely to have had an impact on the number of calls abandoned or not answered. This is the second quarter where our Business Continuity arrangements have been tested and have performed well.

Although the number of calls received is reducing, email contact and incident reporting continues to rise and thus, overall demand is not reducing.

Complaints about Police Officers and Police Staff (NI) and Quality of Service Allegations (NI)

Complaints	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Complaints	141	149	135	167	106	128	157
Complaints per 10,000 population**	2.56	2.71	2.45	3.03	1.93	2.32	2.85
Number of on duty closed allegations	231	185	202	269	195	161	251
Number of off duty closed allegations	0	1	5	6	1	1	4
Number of closed allegations where action is taken**	45	35	46	60	27	24	44
Number of Quality of Service allegations contained within complaint cases	44	39	63	88	35	19	43
Number of Quality of Service allegations per 10,000 population**	0.80	0.71	1.14	1.60	0.64	0.35	0.78

Complaints refer to on duty, off duty and quality of service allegations

*Action includes by Crown Office Procurator Fiscal Service, within and outwith Police conduct regulations/staff discipline procedures. ** Population in Grampian: 2011/12 – 550,620, 2012/13 – 555,280

The number of complaints recorded in quarter 3 was 157. Compared to quarter 2, this is an increase of 29 (22.7%). The increase has been spread across all Divisions with no particular reason for the increase identified. The number of on and off duty closed allegations also increased when compared to quarter 2.

The majority of closed allegations where action was taken in quarter 3 referred to local advice or training being provided to staff members, outwith Police regulations.

User satisfaction with service provided (NI)

Statistics on service user satisfaction are required on an annual basis by the Scottish Government. This is gathered by the use of telephone surveys conducted by the Force Service Centre (FSC), who aim to carry out 600 surveys per quarter. Statistics for previous quarters are updated as surveys are completed. The current quarter will also change once all the surveys are complete

The figures reported below relate to individuals who made contact with the Force between July - September 2012. The sample size was 679 contacts. Of those, 659 completed surveys, giving a response rate of 97.1%.

Satisfaction with initial Police contact	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Very satisfied	58.4%	56.8%	55.6%	42.1%	52.0%	56.6%	55.2%
Fairly satisfied	34.5%	41.2%	40.9%	52.1%	42.1%	36.1%	39.9%
Neither Satisfied nor Dissatisfied	2.8%	1.2%	1.5%	2.8%	3.3%	2.4%	2.2%
Fairly Dissatisfied	1.9%	0.8%	0.9%	1.4%	1.3%	1.4%	1.4%
Very Dissatisfied	0.9%	0.0%	0.9%	1.4%	1.3%	1.2%	1.1%
No response	1.5%	0.0%	0.2%	0.2%	0.0%	2.3%	0.2%

Satisfaction with the actions taken by Police to resolve the enquiry	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Very satisfied	58.3%	57.7%	55.8%	41.3%	54.0%	54.8%	53.4%
Fairly satisfied	29.7%	34.9%	36.0%	47.1%	34.5%	29.4%	34.0%
Neither Satisfied nor Dissatisfied	4.0%	3.4%	3.2%	4.4%	3.6%	5.5%	4.9%
Fairly Dissatisfied	3.4%	2.1%	1.8%	3.0%	4.0%	3.1%	3.9%
Very Dissatisfied	3.3%	1.4%	2.3%	3.0%	3.3%	3.6%	2.7%
No response	1.3%	0.5%	0.9%	1.2%	0.7%	3.6%	1.1%

Kept adequately informed on progress	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Yes	33.2%	30.9%	37.2%	38.7%	36.5%	36.6%	38.8%
No	15.7%	12.0%	19.3%	24.0%	21.8%	23.3%	24.1%
Not applicable	50.2%	57.1%	43.5%	37.3%	41.4%	37.3%	36.3%
No response	0.9%	0.0%	0.0%	0.0%	0.3%	2.8%	0.8%

Satisfaction with their treatment by staff at initial contact	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Very satisfied	61.0%	59.7%	59.2%	47.3%	59.9%	61.5%	63.4%
Fairly satisfied	31.7%	37.0%	36.4%	47.1%	34.0%	29.0%	30.8%
Neither Satisfied nor Dissatisfied	3.1%	1.4%	2.3%	2.2%	3.5%	3.3%	2.5%
Fairly Dissatisfied	1.6%	1.4%	1.1%	1.2%	1.5%	1.2%	1.1%
Very Dissatisfied	0.9%	0.5%	0.8%	1.4%	1.5%	2.1%	1.7%
No response	1.7%	0.0%	0.2%	0.8%	0.2%	2.9%	0.5%

Satisfaction with treatment by Officers who attended	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Very satisfied	61.8%	52.9%	51.6%	53.9%	62.3%	67.0%	65.0%
Fairly satisfied	28.2%	41.8%	40.0%	41.3%	29.9%	24.4%	28.5%
Neither Satisfied nor Dissatisfied	3.4%	1.3%	2.1%	1.8%	2.5%	3.8%	2.8%
Fairly Dissatisfied	2.3%	2.7%	2.5%	0.9%	2.8%	1.4%	1.1%
Very Dissatisfied	2.7%	0.9%	2.1%	0.9%	2.5%	2.4%	2.0%
No response	1.6%	0.4%	1.7%	1.2%	0.0%	1.0%	0.6%

Satisfaction with the overall way Grampian Police dealt with the matter	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Very satisfied	58.5%	58.0%	56.3%	43.2%	55.5%	60.2%	56.5%
Fairly satisfied	28.9%	33.2%	34.7%	45.6%	33.0%	28.5%	34.1%
Neither Satisfied nor Dissatisfied	4.5%	4.0%	3.6%	5.9%	2.5%	3.8%	4.8%
Fairly Dissatisfied	3.4%	2.9%	3.2%	2.3%	5.3%	4.5%	2.0%
Very Dissatisfied	3.0%	1.7%	1.7%	2.6%	2.8%	2.4%	2.0%
No response	1.7%	0.2%	0.5%	0.4%	0.9%	0.6%	0.6%

3. PUBLIC REASSURANCE & COMMUNITY SAFETY

The area of Public Reassurance and Community Safety includes proactive and neighbourhood based work. Priorities identified in this area of policing are: *Community Focus, Public Protection* and *Road Casualty Reduction*.

3.1 COMMUNITY FOCUS

- We will continue to engage and strengthen relationships with partners and the community, to deliver improved policing services based on the principle of a community focused approach.

Antisocial Behaviour

Antisocial Behaviour (ASB) forms part of the Community Focus Force priority. As with previous quarters, a number of initiatives and operations have been ongoing during quarter 3 tackling ASB within the Force.

In Aberdeen Division Operation Maple has continued to tackle street level drug supply, violence and in particular, domestic related incidents, vandalism, underage drinking, poor driver behaviour and wider ASB. Every Local Policing Team (LPT) across the Division has benefited from additional staff deployed as a result of Maple funding.

A particular focus of Operation Maple involved joint working with a number of support agencies dealing with individuals in custody as a result of alcohol or drug fuelled offending. The focus was on identifying routes out of such behaviour through referrals or support packages. Almost 400 custodies participated and their offending will be monitored to ascertain the effectiveness of this form of intervention.

Operation Trinity commenced in May 2012 and concluded in November 2012. It is a proactive Problem Solving Partnership responding to concerns of Aberdeen communities regarding the annual problem of antisocial motorcycle use and associated quality of life issues. A review of this year's Operation Trinity has seen a further reduction in incidents, high levels of detected crimes and offences and positive feedback from communities. This partnership involves a number of partner agencies.

Operation Dalmore took place in Aberdeenshire Division and consisted of high visibility patrols with Police Officers and Community Wardens over a five week campaign with a zero tolerance approach to ASB and violence.

Dalmore was the first Winter campaign where Police Officers in Aberdeenshire wore body worn video cameras as a deterrent to crime and ASB.

Another part of the winter campaign was joint visits with Aberdeenshire Council Licensing Standards Officers on key dates to licensed premises. The ethos of working with Licensing Standards Officers is tried and tested and will be utilised in strategies for future visits on key dates to licensed premises.

Operation Moravia continued in Moray in quarter 3 tackling ASB, youth crime and underage drinking.

Number of recorded ASB community crimes¹ and offences and detection rates (NI) (SOA)

Recorded	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Offences Recorded	2974	2826	2675	2604	2462	2779	2491
Number Detected	1550	1572	1368	1534	1381	1515	1313
Detection Rate	52.1%	55.6%	51.1%	58.9%	56.1%	54.5%	52.7%

The number of ASB Community Crimes recorded in quarter 3 reduced by 288 (10.4%) compared to quarter 2. Compared to quarter 3 last year, the figure is 6.9% lower.

The quarter 3 detection rate was 52.7%. Quarter 3 is traditionally a period where Vandalisms and Fireraising feature more prominently due to Halloween, Bonfire night and extended school holiday periods. These particular offences are harder to detect than other ASB community crimes and impact on the overall detection rate, hence the slightly lower detection rate for this quarter. However, when compared against quarter 3 2011/12 the detection rate has increased by 1.6%.

¹ ASB Community Crimes and Offences are Fireraising, Vandalism, Breach of ASB Order, Breach of the Peace, Urinating or defecating in a public place, Drunk and Incapable, Riotous behaviour whilst drunk or refusing to leave licensed premises, Confiscation of alcohol from person under 18, Consumption of alcohol in designated places, byelaws prohibiting, Persisting to play music etc, Offences relating to ASB on public transport and Vehicle Nuisance.

3.2 PUBLIC PROTECTION

- We will continue to safeguard children, young people, victims of domestic abuse and adults at risk from physical, emotional and sexual abuse, neglect or other harm and effectively manage offenders through internal and partnership processes.

Child Protection

The focus for Family Protection Units in quarter 3 has been on completing enquiries to ensure a smooth transition when these units move to Divisions in February 2013.

Getting It Right For Every Child (GIRFEC)

The Forcewide remit for processing and managing all concern reports has embedded well within the Force Referral Unit (FRU) and has been well received by partners.

Analysis of the work undertaken by the FRU has identified that the Unit is processing on average 790 Concern Reports per month, demonstrating an 18% increase in reports being processed between 2010 and 2012.

Sex Offender Management Group (SOMG)

In quarter 3, seven High and Very High Risk Sex Offenders were released into the community. In order to effectively manage this high number, Tactical Tasking and Coordinating Group (TTCCG) processes were established in order to prioritise assets and coordinate investigations. This proved successful with three individuals being presented at court and further imprisoned and the remainder being effectively managed within communities through the SOMG process.

Visually Recording Interviews (VRI) of Child Witnesses in Scotland

VRI of child witnesses was launched near the end of quarter 2. During quarter 3, 310 Joint Investigative Interviews (JIIs) were conducted using the new equipment throughout the Force area. Overall, the new process has been successfully implemented with only minor technical equipment faults reported. In line with the aims of the project, trained Officers and Social Workers have reported that interviews of child witnesses are far more child friendly and that the equipment has helped to produce shorter waiting times to facilitate these interviews.

Adult Protection

The Force has entered into an information sharing agreement with Grampian Fire and Rescue Service in relation to vulnerable adults who are highlighted through the concern reporting process as being potentially at risk of serious harm from fire due to excessive hoarding of items within their homes. Vulnerable adults have been the victims of three of the previous four fatal fires investigated by the Force and Grampian Fire and Rescue Service.

3.3 ROAD CASUALTY REDUCTION

- We will encourage partners and the public, to achieve road casualty reduction by using the key themes of enforcement, education, engineering and personal responsibility.

Association of Chief Police Officers Scotland (ACPOS) Scottish Road Policing Framework

The ACPOS Scottish Road Policing Framework was published in 2009. Based on *education, enforcement, engineering, encouragement* and *evaluation*, the framework aims to reduce deaths and injuries on Scotland's roads by the year 2020.

Number of persons killed and injured in road accidents (NI) (SOA)

Persons Killed or Injured in Road Accidents (National Indicator)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Fatal Injury Collisions	5	6	5	4	6	7	8
Serious Injury Collisions	57	67	84	80	77	75	64
Slight Injury Collisions	167	180	183	152	178	179	198
Total Collisions	229	253	272	236	261	261	270
Adults Killed	5	7	4	4	6	6	8
Adults Seriously Injured	55	75	90	79	76	85	66
Adults with Slight Injuries	173	229	212	196	208	205	234
Children Killed	0	0	1	0	0	1	0
Children Seriously Injured	10	7	5	12	12	10	6
Children with Slight Injuries	23	19	14	13	16	28	19
Total KSI	70	89	100	95	94	102	80
Total Injuries (Fatal, Serious, Slight)	266	337	326	304	318	335	333

In quarter 3, eight people lost their lives in road accidents. The circumstances and locations of all fatalities were varied and no discernable pattern was apparent.

The calendar year of 2012 recorded the second lowest number of road fatalities at 24.

The work undertaken under the ACPOS Road Policing Strategy in quarter 3 is summarised below.

Education

The main road safety education activity in quarter 3 was the 'Safe Drive, Stay Alive' event held in the Beach Ballroom in Aberdeen in November 2012. The annual presentation involved members of Road Safety Aberdeen, NHS Grampian and the Scottish Ambulance Service. Around 5500 secondary school pupils from across the Force attended and the event was well received.

Enforcement





The ACPOS Festive Safety Campaign took place at the end of the quarter. The media launch was well attended and received good coverage. When compared with the 2011 campaign, drink and drug driving offences detected fell from 63 to 59. The reduction was welcome, although there still remains a longer term challenge to sustain reductions for this type of offending. A number of high profile drink drive 'check points' were conducted throughout the Force area and received positive feedback from the motoring public who were supportive of the proactive approach.

Encouragement

The bicycle safety campaign '*Be Bright – Use Lights*' commenced in quarter 3. The campaign focuses upon poorly illuminated pedal cyclists who are difficult to see during the hours of darkness. This coincided with a pedal cycle fatality on North Anderson Drive, Aberdeen in November which highlighted the vulnerability of this road user group. Reflective vests and back-pack covers have been provided through funding by Grampian Fire and Rescue Service and are being distributed by Road Policing crews when suitable recipients are seen on the road.

3.4 OTHER INDICATORS

Number of recorded crimes and offences (NI)

Crime Group	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13	
Group 1	145	198	157	112	107	139	130	
Group 2	277	269	226	219	218	237	256	
Group 3	4059	3931	3715	3640	3513	3743	3677	
Group 4	1855	1702	1695	1564	1447	1683	1563	
Group 5	1298	1368	1281	1323	1202	1072	1062	
Group 6	4838	4931	4530	4342	4384	4711	4679	
Group 7*	9112	7941	7261	9124	8497	7401	5776	

*Group 7 includes Vehicle Penalty and Fixed Penalty Offences (VPFPO) and Road Traffic Fixed Penalty Offences.

Group 1 – 4

The number of recorded crimes in quarter 3 decreased compared to quarter 2. Compared to quarter 3 last year, the figure is 2.9% lower.

Group 1 – Crimes of Violence

The figure for recorded crimes of violence in quarter 3 this year has reduced by 27 crimes (17.2%) when compared to quarter 3 last year. The themes for the decrease have remained consistent throughout the year and are accounted for mainly by reductions in charges of Abduction, Serious Assault, Cruelty, Neglect and Unnatural Treatment of Children and Threats and Extortion.

Group 2 – Sexual Offences

Considerable work was undertaken internally and externally over the last year on sexual offences to identify best practice and learning points. The work concluded that the Force was recording all sexual offences accurately and thorough investigation was taking place to ensure the highest detection rate possible.

The number of crimes recorded in quarter 3 has increased for the first time in 4 quarters. The increase is predominantly due to Rape, Sexual Assault of Female Aged 16+ and Communicating Indecently with Female aged 13-15.

Group 3 – Crimes of Dishonesty

Following a quarter where the recorded figure for crimes of dishonesty was above baseline, the quarter 3 figure has returned to below baseline and is shown in green. Compared to quarter 3 last year, the figure has reduced by 38 crimes (1.0%)

Group 4 – Fire-raising, Malicious and Reckless Conduct (including Vandalism)

Group 4 crimes have followed a similar theme to group 3 with a decrease following an increase in quarter 2. Compared to quarter 3 last year, the number of crimes recorded has decreased by 132 (7.8%).

Group 5 – Other Crimes (including Resisting Arrest, Obstruction, Perverting the Course of Justice, Bail Offences and Drugs Offences)

The proactive requirement for the detection of many crimes in group 5 means that during times of significant resource abstraction, for example the investigation of major crimes, the recording of these offences can be impacted. Compared to quarter 3 last year, the recorded figure has reduced by 219 (17.1%) to 1062. The majority of this decrease is accounted for by a decrease in the number of Bail Offences and Possession of Offensive Weapon and Drugs charges. The figure is the lowest quarterly figure in the last 5 years.

Group 6 – Miscellaneous Offences (including Common Assault, Breach of the Peace, Racially Aggravated Offences, Licensing Offences and Telecommunications Offences)

Following a quarter of higher recorded offences in group 6, the quarter 3 figure has reduced. Compared to quarter 3 last year, the figure has increased by 149 offences (3.3%)

Group 7 – Offences Relating to Motor Vehicles

Compared to quarter 3 last year, the number of offences recorded in group 7 in quarter 3 this year has reduced by 20.5% (1485) to 5776. The decrease is varied across the different offences with notable reduction in Accident Offences, Careless Driving and Speeding.

Detection Rate for Recorded Crimes and Offences (NI)

Crime Group	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13	
Group 1	79.3%	85.4%	83.4%	92.0%	84.1%	81.3%	58.5%	
Group 2	59.2%	62.8%	52.7%	75.8%	66.1%	65.0%	50.4%	
Group 3	37.3%	36.8%	38.6%	34.4%	33.4%	32.6%	29.2%	
Group 4	29.2%	30.3%	28.6%	34.7%	28.7%	29.6%	27.1%	
Group 5	98.1%	97.7%	98.1%	98.6%	99.5%	97.3%	92.4%	
Group 6	74.3%	72.7%	75.8%	76.8%	74.2%	70.5%	70.7%	
Group 7*	97.5%	96.4%	97.2%	96.8%	97.8%	96.9%	96.7%	

*Group 7 detection rates include offences recorded in CrimeFile, VPFPO and Road Traffic Fixed Penalty Offences.

Group 1 – Crimes of Violence

Compared to quarter 2, the detection rate for crimes of violence has slipped and is particularly low this quarter. Specifically detection rates for Abduction, Robbery, Cruelty, Neglect and Unnatural Treatment of Children and Serious Assault have slipped. Since the end of the quarter, a number of these crimes have either been detected or reclassified, thus increasing the detection rate. It is normal for the detection rate to increase in future quarters as protracted enquiries are brought to a successful conclusion. For example, the group 1 detection rate for quarter 1 as reported in the quarter 1 report was 79.2%. This has since increased to 84.1%.

Group 2 – Sexual Offences

The detection rate for sexual offences in quarter 3 is 50.4%, which is particularly low. The low rate has been contributed to by falls in the detection rates for Communicating Indecently, Indecent Assault, Lewd and Libidinous Practices and Sexual Assault. These types of offences can be difficult to detect, with enquiries often complicated and time consuming. The requirement for evidence from different sources, including for example Forensic Computing analysis can impact on the time taken to conclude investigations.

Group 3 – Crimes of Dishonesty

The quarter 3 detection rate for crimes of dishonesty is 29.2%. Compared to quarter 3 last year, the detection rate has reduced by 9.4%, although the detection rate in that quarter was the highest since quarter 3 2010/11.

Detection rates for Currency Offences, Fraud, Housebreakings and Thefts of Pedal Cycles are low. This has been the case for each quarter this financial year.

Group 4 – Fire-raising, Malicious and Reckless Conduct

Compared to quarter 3 last year, the group 4 detection rate has reduced by 1.5% to 27.1%. Detection rates for Fireraising, Vandalism and Malicious Mischief are low and there are seasonal factors which affect these crime types.

Group 5 – Other Crimes

For the first quarter this year, the group 5 detection rate is below baseline. The current detection rate is 92.4%, which is 5.7% below quarter 3 last year. Detection rates for Possession of Drugs and Wasting Police Time are low but improvements are anticipated due to administrative Scottish Crime Recording Standard (SCRS) compliance changes and completion of enquiries.

Group 6 – Miscellaneous Offences

The detection rate for quarter 3 has increased by 0.2% to 70.7% compared to quarter 2. Compared to quarter 3 last year, the detection rate has decreased by 5.1%. Detection rates are low in Common Assault and Telecommunication Act offences.

Group 7 – Offences Relating to Motor Vehicles

The detection rate for group 7 in quarter 3 is 96.7%. Compared to quarter 3 last year, the rate has decreased by 0.5%. Detection rates are generally high in Group 7 type offences but are affected by 'Hit and Run' type accident offences and Dangerous Driving enquiries which can take some time to complete.

Number of racist incidents, racially motivated crimes and offences and detection Rates (NI) (SOA)

Racist Incidents	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Recorded	140	136	111	110	107	90	95

The numbers shown above are incidents recorded in STORM Command and Control system.

Racially Motivated Crimes	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Recorded	220	231	199	147	115	140	148
Detected	164	167	160	89	87	100	103
Detection Rate	74.5%	72.3%	80.4%	60.5%	65.7%	71.4%	69.6%

Racially Motivated Crimes include the direct charges of racially aggravated conduct and harassment, and any other crime or offence which has been perceived as racially motivated by the victim.

The number of racist incidents recorded in quarter 3 is the second lowest figure since quarter 1 2007/08.

The number of recorded racially motivated crimes in quarter 3 continues to reflect the downward trend that has been apparent for 2012/13 in comparison to the previous year.

The continued work by the Force and partner agencies in the education sector is having a positive impact on racist crime, particularly in the reduction of youth offending.

Number of Special Constables and hours they are on duty (NI)

Special Constables (Headcount)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of Special Constables	191	180	177	171	162	164	154
Hours they are on duty	8855	8254	8653	8018	6939	3025	4676
Average hours on duty	46.4	45.9	48.9	46.9	39.7	26.1	20.3

Six Special Constables were recruited during quarter 3.

Since quarter 2, it has been identified that the Special Constabulary Hours Worked report on the new HR recording system SCoPE is not fulfilling the requirements of the Force, with a number of errors in relation to hours worked identified. This is being addressed currently and in the meantime a different report is being utilised to ensure hours are accurately captured and ratified. A communication/training programme is ongoing and it is anticipated that the issue will be resolved in the forthcoming quarter.

4. CRIMINAL JUSTICE & TACKLING CRIME

The Force Priorities in this area are *Serious Organised Crime and Drugs (SOC&D)* and *National Security*.

4.1 SERIOUS ORGANISED CRIME AND DRUGS

- We will continue to reduce harm caused by Serious Organised Crime and Drugs and in particular, controlled drugs, within the communities we serve.

Weight of Class A drug seizures and number of supply and possession with intent to supply offences recorded (NI) (SOA)

National Drug Indicators	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
All Offences for Supply and Possession with intent to supply ² (NI)	138	114	125	137	105	89	90
Supply and Possession with intent to supply Class A drugs (NI)	51	34	34	37	30	33	28
Weight of Class A Drug Seizures (grams) (NI)	3692	7810	2632	4772	3869	1288	7550
Quantity of Class A Drug Seizures (tablets) (NI)	10	2	111	40	108	4	6
Millilitres of Class A Drug Seizures (NI)	450	681	210	484	444	0	55

Enforcement activity has continued in quarter 3, with 10 identified OCGs either dismantled or disrupted.

Class A drugs with a potential street value of £552,580 were recovered during quarter 3. The majority of this related to Diamorphine, Crack Cocaine and Cocaine, along with the arrest of 66 individuals connected to OCGs.

Operation Dayton resulted in the apprehension of 11 individuals connected to one OCG and the recovery of Class A drugs with a street value of £150,000. £82,561 in cash was also seized from this OCG.

In October 2012, enforcement action was carried out in relation to Operation Broom involving MIT Officers, Aberdeen Division and West Midlands Police. Six drug search warrants were executed in Aberdeen, along with one in the Wolverhampton area. Nine individuals were apprehended and quantities of Crack Cocaine and Diamorphine with a street value of around £10,000 were seized.

Officers from the MIT assisted colleagues from East Midlands Special Operations Unit with Operation Anthonite, with the apprehension of two prominent individuals from the Aberdeen area, who were subsequently conveyed to appear in court in Derby with regard to conspiring to supply drugs in the Grampian Police area.

² Supply and Possession with intent to supply are counted from the Crime recording system CrimeFile based on the number of charges. To distinguish between Class A, B & C involves counting charges dependent on a drug Modifier applied to them, relevant to the drug class. In a minority of charges this has not yet been applied, for example, because laboratory test results are yet to be completed. Therefore, the sum of Class A and B & C drugs charges will not always equal the total number of charges.

Local drug indicators (LI) (SOA)

Local Drug Indicators	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Supply and Possession with intent to supply Class B&C drugs (LI)	69	57	56	58	51	33	28
Possession of Class A drugs (LI)	95	89	104	90	78	80	61
Possession of Class B & C drugs (LI)	453	373	285	290	256	230	218

Local Serious Organised Crime & Drugs Indicators	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of Organised Crime Groups Disrupted	9	6	9	19	7	10	10
Number of Arrests linked to Organised Crime Groups	n/a	n/a	n/a	n/a	33	60	64
Class A Drug Street Value Seized	£326,230	£746,650	£246,750	£484,910	£397,312	£140,035	£552,580
SOC&D Cash Productions	£65,740	£30,879	£17,728	£64,445	£77,750	£54,153	£90,095
Seizures Under POCA Legislation	£185,594	£139,191	£24,517	£58,232	£85,075	£222,715	£2,706,223

Cannabis featured heavily during quarter 3 with 12.5 kilograms found during the search of a male in Aberdeen. Separately, a large quantity of the drug was intercepted by Royal Mail in Aberdeen. Cannabis cultivations were found in Aberdeen and Aberdeenshire. The total street value of Cannabis, Cannabis plants and Cannabis resin amounted to £320,800.

A total of £2,706,223 has been seized or identified for restraint under Proceeds of Crime Act (POCA) legislation in quarter 3. This relates to £54,281.64 in cash seized and £2,651,401.35 in criminal assets reported for restraint under POCA. The majority of those assets refer to a Music Piracy case which has been reported to Crown Office and Procurator Fiscal Service (COPFS). The remainder relates to three drug trafficking cases with links to organised crime.

4.3 OTHER INDICATORS

Number and percentage of reports submitted to the Procurator Fiscal within 28 calendar days (NI)

Reports to PF	2011 Q1	2011 Q2	2011 Q3	2011 Q4	2012 Q1	2012 Q2	2012 Q3	
Total Reports	5487	5296	5251	5065	4819	4680	4454	
Within 28 Days	5086	4762	4630	4632	4376	4134	3964	
% on Target	92.7%	89.9%	88.2%	91.5%	90.8%	88.3%	89.0%	

National Target - 80% Submitted within 28 days.

The number of reports submitted to the PF in quarter 3 was the lowest since the indicator was introduced at the start of 2007/08. The percentage submitted within the target time of 28 days was 89.0%, 9.0% above the national target of 80%. There have been fewer road traffic and speeding reports submitted as well as the re-definition of Breach of the Peace thus allowing more ASB fixed penalties to be submitted instead.

Level of Detected Youth Crime (NI) (SOA)

Crimes Detected	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	695	714	567	578	492	563	378
Aberdeenshire	385	355	268	247	285	230	173
Moray	188	142	130	134	152	102	92
Total	1268	1211	965	959	929	895	643

Figures for youth crime relate to detected crimes (groups 1-6) where a child or young person (aged 8-17 inclusive) has been identified and charged with an offence.

As crimes are detected from previous quarters, figures increase. As such, the quarter 2 figure of 758 as reported previously has increased to 895. In quarter 3 there were 643 detected offences committed by children or young persons.

Number of children and young people who have committed crimes and offences (NI)

Number of Children and Young People Responsible	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	454	450	347	360	314	334	251
Aberdeenshire	300	304	221	193	220	187	144
Moray	149	118	102	118	133	85	81
Total	903	872	670	671	667	606	476

This indicator is a count of the number of children and young people (aged 8-17 inclusive) who committed crimes (Crime Groups 1-6).

The number of children and young people responsible for committing crimes in quarter 3 is 476. As more crimes are detected, it is anticipated this figure will increase. The quarter 2 figure has increased from 491 to 606.

There continues to be a reduction in the number of crimes committed by young people across all Divisions. Improvements have been observed in the last quarter in relation to the reporting and supervision of CrimeFile involving those under the age of 16. Direct Referral to Social Work departments was fully established in quarter 3 with all Local Authority Areas. This has had a positive effect on the ability of YJMU to engage with partners at an early point.

Number and percentage of children and young people diverted to early and effective intervention (EEI) processes (NI)

Number and Percentage of Children and Young People Diverted to Early and Effective Intervention Processes (EEI)	Q1 12/13	Q2 12/13	Q3 12/13
Total number of children and young people (aged 8 to 17 years inclusive) who have committed crimes and offences and are dealt with by Police Direct Measures.	73	221	176
Percentage	20%	40%	33%
Total number of children and young people (aged 8 to 17 years inclusive) who have committed crimes and offences and are referred to EEI (or equivalent process).	217	214	239
Percentage	60%	39%	46%
Total number of children and young people (aged 8 to 17 years inclusive) who have committed crimes and offences and are reported to Scottish Children's Reporter Administration (SCRA)/Procurator Fiscal (PF).	69	117	111
Percentage	20%	21%	21%
Total number of children and young people (aged 8 to 17 years inclusive) who have received a Restorative Justice (Option 2) Warning or Conference.	0	0	0

This is a new indicator and replaces the 'Number of Reports submitted to Children's Reporter within 14 days'. This new indicator is more meaningful to the Grampian area as the emphasis over the last few years has been on multi agency 'diversion from prosecution' mechanisms.

Compared to quarter 2, there has been a decrease in the number of children and young people who have committed crimes or offences and have been dealt with by Police Direct Measures or reported to the Scottish Children's Reporter Administration (SCRA) or the PF. The higher figure than quarter 1 is due to work prompted by the Youth Justice Management Unit (YJMU) to resolve all outstanding detected cases involving 8-17 year olds during quarters 2 and 3. The timing of this work was linked to the extension of EEI models across the Force being concluded in the first quarter. The work of the YJMU was intended to resolve all pending cases in order that new, more stringent submission guidelines for Operational Officers could be implemented in line with the EEI concept.

Use of Police Direct Measures: Antisocial Behaviour Fixed Penalty Notices (ASBFPNs) (NI)

Antisocial Behaviour Fixed Penalty Notices Issued	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	353	356	376	443	493	504	406
Aberdeenshire	197	170	115	122	144	167	126
Moray	56	57	68	46	49	91	73
Total Issued	606	583	559	611	686	762	605
Total Complied With (Paid)	392	359	376	414	430	456	267
% Complied With	64.7%	61.6%	67.3%	67.8%	62.9%	59.8%	44.1%

The percentage of ASBFPNs complied with may not reflect the true picture of compliance, as individuals have a 28 day period in which to pay the penalty issued. As such, not all tickets issued, may have been complied with. ASBFPNs have been established as a means of dispensing justice, while minimising Police bureaucracy and maximising Officers' time spent on the streets. ASBFPNs are issued at an officer's discretion for minor offences as defined by the Antisocial Behaviour etc (Scotland) Act 2004, which include drunken behaviour, vandalism, breach of the peace and malicious mischief.

As is normal with each quarter, the percentage of ASBFPNs complied with is lower than previous quarters. It is expected as late payments are made, this figure will increase. The current Grampian Police compliance rate is usually around 65%, well above the national average of 44%.

As part of a wider Summary Justice Reform initiative across Scotland, operational Officers are being encouraged to deal with minor incidents using ASBFPNs or FAWs, where this type of disposal is appropriate in the circumstances.

Interpretation of the direct measures data has been complicated by changes in the criteria applicable to crimes such as Breach of the Peace. Criminal Justice staff are working with operational Policing colleagues to resolve these issues and we expect the positive trend in performance to continue.

Use of Police Direct Measures: Formal Adult Warnings (NI)

Formal Adult Warnings (FAWs) Issued	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	248	279	208	212	183	184	140
Aberdeenshire	93	72	73	58	63	62	51
Moray	57	48	61	41	31	29	19
Total	398	399	342	311	277	275	210

The number of Formal Adult Warnings decreased from 275 in quarter 2 to 210 in quarter 3.

4.4 NATIONAL SECURITY

- We will continue to raise awareness, and by working closer with our communities we will gather intelligence, and take action to counter the threat from terrorism and domestic extremism.

Level of Counter Terrorism Briefings Delivered to Communities (NI)

	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of Briefings/Presentations Delivered by Force	45	40	44	59	34	22	32
Number of Non Police Attendees	529	185	707	959	441	342	354

The UK threat level from international terrorism during quarter 3 was assessed as SUBSTANTIAL, indicating that there was a strong possibility of an attack in the UK.

The overall threat level from Northern Ireland Related Terrorism (NIRT) to the UK mainland was lowered from SUBSTANTIAL to MODERATE, meaning that an attack is possible but not likely.

Prevent

During quarter 3, the multi-agency Delphinus groups in Aberdeen, Aberdeenshire and Moray met and they continue to make progress in tackling potential causes of radicalisation in their areas. Work has focused on the facilitation of Prevent products across the education and health sectors.

Work continues to enhance engagement by LPTs with communities contributing to the identification of possible vulnerable individuals to radicalisation within communities or local groups, along with the impact of world events on local communities.

Pursue

Special Branch Ports Unit continue to provide resilience for both Counter Terrorism and Serious and Organised Crime issues, along with supporting operational activity across the Force area.

Prepare

In December 2012, an annual exercise took place at Peterhead Power Station involving operational resources from the Ministry of Defence Police, LPT Officers and FCR staff. Lines of communication between the site operator and the Force were tested during the exercise.

Protect

An Offshore Security Awareness Course was held at an Aberdeen based energy company. The two day course is aimed at Offshore Installation Managers and aims to enhance their knowledge in relation to bomb threat incidents and search management in an offshore environment. Evaluations have been positive and plans are in place for further courses in 2013.

Aberdeen Harbour is now a 'Designated Port' in terms of the Port Security Regulations 2009, with the designation order having come into Force in November 2012. Work with various harbour stakeholders is ongoing with Counter Terrorism Security Advisors (CTSAs) and Operational Planning Department with security and threat advice provided as part of a Multi-Agency Risk Assessment. This change in designation places an obligation on Aberdeen Harbour Authority to implement minimum European Union (EU) security protocols. Although the change will have no impact on local Police resources, it will enhance the harbour's protective security measures and the facility's overall ability to respond to an incident.

5. SOUND GOVERNANCE & EFFICIENCY

The area of Sound Governance and Efficiency helps ensure the organisation is effective and accountable to the public, the Grampian Joint Police Board (GJPB) and other stakeholders. It also considers whether the Force is being run efficiently and effectively. The Force Priority, *Police Reform* is contained within this area.

5.1 POLICE REFORM

- We will support the national Police Reform programme to develop the future delivery of policing and ensure a smooth transition of services to a single Force.

Number of Police Officers and Police Staff (NI)

Total Staff (Headcount)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Police Officers	1549	1524	1525	1542	1540	1570	1566
Police Staff	704	696	685	693	707	715	705
Cadets	10	12	6	4	1	19	19
Total	2263	2232	2216	2239	2248	2304	2290
Total Staff (Full Time Equivalent FTE)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Police Officers	1509.6	1485.9	1485.2	1503.5	1497.9	1527.4	1524.1
Police Staff	620.14	613.6	603.8	618.2	630.05	635.9	631.8

Police Officer numbers fell by 4 at the end of quarter 3 compared to quarter 2. The total number of Police Officers in Force is now 1566. The Police Staff figure fell from 715 at the end of quarter 2 to 705 at the end of quarter 3. Ten Police Officers were recruited in quarter 3 along with 18 members of Police Staff.

Staffing Profile by Declared Disability, Ethnicity and Gender (NI)

Police Officers (Headcount)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of declared disabled Officers in post	72	84	95	100	28	33	34
% with a declared disability	4.6%	5.5%	6.2%	6.5%	1.8%	2.1%	2.2%
Declared Ethnicity as White	1382	1361	1361	1340	1178	1431	1438
Declared Ethnicity as Black and Minority	3	3	3	3	7	10	9
Ethnicity Unknown/Not Declared	164	160	161	199	0	82	69
% declared ethnicity as Black or Minority Ethnic	0.2%	0.2%	0.2%	0.2%	0.5%	0.6%	0.6%
Females	419	412	411	418	419	438	438
Males	1130	1112	1114	1124	1121	1132	1128
% Female	27.1%	27.0%	27.0%	27.0%	27.2%	27.9%	28.0%

Police Staff	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of declared disabled Staff in post	44	50	56	57	25	27	29
% with a declared disability	6.3%	7.2%	8.2%	8.2%	3.5%	3.7%	4.1%
Declared Ethnicity as White	545	537	532	518	516	662	653
Declared Ethnicity as Black and Minority	4	3	3	3	8	10	9
Ethnicity Unknown/Not Declared	155	156	150	172	7	43	43
% declared ethnicity as Black or Minority Ethnic	0.6%	0.4%	0.4%	0.4%	1.1%	1.3%	1.3%
Females	470	465	458	465	474	481	475
Males	234	231	227	228	233	234	230
% Female	66.8%	66.8%	66.9%	67.1%	67.0%	67.3%	67.4%

Figures for disability were previously reported by the Force occupational health provider which, in their opinion, may be considered as a disability under the terms of the Equalities Act. Disability should however be self classified and not identified using the method described above. Declaring a disability does not mean that Officers are unfit for Operational duties, but simply that they have a condition as defined in the Equalities Act which may or may not require the Force to make "reasonable adjustments" to enable them to carry out their role.

Figures for disability, ethnicity and gender in quarter 3 are in line with figures for previous quarters.

Turnover rates for Police Officers and Police Staff (NI)

Police Officers	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Staff Leaving (Headcount)	22	26	19	17	17	19	15
Average Staff Employed (Headcount)	1559	1537	1525	1534	1541	1556	1566
% Staff Turnover	1.4%	1.7%	1.3%	1.1%	1.2%	1.0%	1.0%

Police Staff	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Staff Leaving (Headcount)	60	18	21	25	21	21	14
Average Staff Employed (Headcount)	729	700	691	689	700	704	705
% Staff Turnover	8.2%	2.6%	3.0%	3.6%	3.0%	3.0%	2.0%

Fifteen Police Officers left the Force in quarter 3, along with 14 members of Police Staff, giving turnover rates of 1.0% and 2.0% respectively.

Proportion of working time lost to sickness absence (NI)

Police Officers	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Days Available	84355	83228	82522	82992	82451	85411	80939
Total Days Lost	3193	2909	3224	3147	3017	2879	3426
% Working Time Lost to Sickness Absence	3.8%	3.5%	3.9%	3.8%	3.7%	3.4%	4.2%

Police Staff	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Days Available	35725	34340	33853	33991	34540	35193	34311
Total Days Lost	1144	1409	1441	1645	1503	1185	1439
% Working Time Lost to Sickness Absence	3.2%	4.1%	4.3%	4.3%	4.3%	3.4%	4.2%

Sickness absence for Police Officers and Police Staff increased in quarter 3 compared to quarter 2. When last year's figures are compared, quarter 3 experienced an increase compared to the previous quarter for both Police Officers and Police Staff.

5.2 OTHER INDICATORS

Value of efficiency savings generated (NI)

Efficiency Savings	Target 2011/12	Achieved 2011/12	Target 2012/13	Achieved 2012/13
Efficiency Savings	£2,816,000.00	£3,320,052.69	To Be Confirmed*	£3,050,371.00

* Given that no efficiency saving target has been received for 2012/13 the Force has, in any case, achieved its own provisional target of 3%

In 2012/13 to the end of quarter 3, the Force made efficiency savings of £3,050,371.00. Many of the savings made are non-cash releasing and are recorded as per national guidelines and in line with the recording of other Forces.

Savings made during quarter 3 included the sale of the former Police Box at Tillydrone and the cessation of Police unit attendance for helicopter landings at Aberdeen Royal Infirmary.

Given that no efficiency savings target has been received for 2012/13 and the Force has, in any case, achieved its own provisional target of £2.846m, it was recommended that the efficiency savings tasks assigned to all business areas within their business plans be closed off with effect from 31 December 2012. The FEB agreed to this approach on 22 January 2013 subject to any 'final' savings being captured and recorded to enable any future requests for efficiency savings information to be granted.

Expenditure on Salaries, Operating Costs and Capital (NI)

Salaries £000's	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Police Officer salaries	15656	15610	15750	16604	15628	16320	16327
Police Staff salaries	5327	4188	4671	5456	4791	4863	4561
Operating Costs (all non-employee expenditure)	4472	2510	2702	7961	4941	2706	3335
Capital Expenditure	26	361	647	1469	47	2867	503
Total	25481	22669	23770	31490	25407	26756	24726
Police Officer salaries % total costs	61.4%	68.9%	66.3%	61.8%	61.5%	61.0%	66.0%
Police Staff salaries % total costs	20.9%	18.5%	19.7%	18.0%	18.9%	18.2%	18.5%

Police Officer salaries in quarter 3 are very similar to quarter 2. Police Staff salaries have decreased. Operating costs have increased, while capital expenditure has decreased after a high figure in quarter 2.

Expenditure per Resident (NI)

Finance	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Expenditure on salaries and operating (£000s)	25455	22308	23123	30021	25360	23889	24223
Population	550,620	550,620	550,620	550,620	555,280	555,280	555,280
Spend per resident (£)	46.22	40.51	41.99	45.37	45.67	43.02	43.62

Expenditure per resident increased by £0.60 in quarter 3 to £43.62.

Proportion of salary costs accounted for by overtime (NI)

Police Officers	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Payroll Costs (£000's)	15656	15610	15750	16604	15628	16320	16327
Total Overtime Costs (£000's)	390	508	804	1515	502	1016	911
% Overtime Costs	2.5%	3.3%	5.1%	9.1%	3.2%	6.2%	5.6%

Police Staff	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Payroll Costs (£000's)	5327	4188	4671	5456	4791	4863	4561
Total Overtime Costs (£000's)	27	24	58	101	42	42	55
% Overtime Costs	0.5%	0.6%	1.2%	1.9%	0.9%	0.9%	1.2%

Overtime costs for Police Officers decreased in quarter 3 to 5.6%, while Police Staff increased for the first time in three quarters to 1.2%.

Health and Safety (LI)

Health and Safety	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of Incidents	69	88	92	59	66	61	70
Number of RIDDOR* Incidents	11	7	7	5	8	7	6
Lost Time incidents	10	9	9	5	10	7	8
Incidence Rate (incidents per 1000 hours worked)	27.3	36.4	38.4	24.5	27.3	24.8	28.6
Number of Days Absent (related to RIDDOR* incidents only)	76	168	81	56	46	131	192

*RIDDOR – Reporting of Incidents, Diseases or Dangerous Occurrences Regulations

The incidence rate is based on 2448 staff. In general there has been a downward trend overall but the data can be affected significantly by one serious single officer absence.

6. CONTEXT INDICATORS

Context indicators can be used in conjunction with performance indicators. They are not measures of performance, but are designed to provide wider information on the demands placed on the Force and the environment in which we operate.

In summary, for quarter 3 2012/13 compared with quarter 3 2011/12:

- The total number of 999 calls is 0.2% lower.
- The total number of non-emergency calls increased by 3.1%.
- The total number of STORM incidents increased by 2.5%
- There were 21 more sudden deaths.
- There were 5.2% less reported missing person incidents
- There are 22 more Registered Sex Offender living within the community
- There were 30.9% more domestic abuse incidents
- There were 2 fewer drug deaths
- There were 1.9% more custodies
- There were 2 fewer FOI requests.

Number of telephone calls and incidents (NI)

Telephone Calls	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Total Number of 999 Calls	13323	13849	13270	11177	12431	13440	13244
Total Number of Non-Emergency Calls	92450	92564	86866	88403	82739	90872	89527

STORM Incidents (Command and Control System)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	20787	20692	19611	19708	19676	21639	19905
Aberdeenshire	11823	11994	11455	10809	11183	12340	12303
Moray	5555	5888	4965	4513	4860	5326	4709
Total	38165	38574	36031	35030	35719	39305	36917

Number of sudden death reports to Procurator Fiscal (NI)

Sudden Deaths	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Sudden Deaths	134	98	118	129	91	99	139

Number of missing person incidents (NI)

Missing Person Incidents (NI)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Aberdeen	392	346	276	394	356	388	251
Aberdeenshire	134	102	101	125	102	129	113
Moray	109	100	88	78	64	79	77
Total	635	548	465	597	522	596	441

Number of Registered Sex Offenders in the community (NI)

Registered Sex Offenders (NI)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Registered Sex Offenders in the Community	267	271	269	272	273	270	291

These statistics are a snap shot at the end of each quarter and reflect the number of offenders within the community.

Number of domestic abuse incidents (NI)

Domestic Abuse	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Incidents	869	879	825	905	841	908	1080

Number of drug related deaths (LI)

Drug Related Deaths	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Drug Related Deaths (LI)	22	8	6	6	9	6	4

Number of Problem Drug Users (NI)

Annual Statistics	2011/12	2012/13
Problem Drug Users	4153	4153

Number of individuals brought into custody (NI)

Custodies	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Individuals Brought into Custody	4943	4787	4729	5023	4638	4973	4638

Number of Freedom of Information requests and questions (NI)

Freedom of Information (FOI)	Q1 11/12	Q2 11/12	Q3 11/12	Q4 11/12	Q1 12/13	Q2 12/13	Q3 12/13
Number of requests	145	171	156	144	171	160	154
Number of questions within requests	705	793	651	572	611	620	502
% answered within 20 working days	100%	97%	97%	96%	96%	97%	83%

7. APPENDIX A

7.1 INTERPRETATION OF INFORMATION

7.1.1 Force Priorities

The purpose of this report is to provide a picture of Grampian Police Force Priorities and how the Force is addressing them. This report identifies work and progress during 2012/13. The Force Priorities for 2012/13 are:

- Community Focus
- National Security
- Public Protection
- Road Casualty Reduction
- Serious Organised Crime & Drugs
- Police Reform

7.1.2 National Indicators (NI)

The SPPF was launched across Scotland in April 2007 and identified a set of National Indicators to be reported by all Forces. Additional indicators have been introduced each year.

In this report, National Indicators have been integrated with Force Priorities, where relevant, and are identified by the **(NI)**. Calculations in proportion to population use the General Register's Office for Scotland 2011 mid year estimates of population, which record the Grampian population as 555,280 for 2012/13.

Audit Scotland provides annual direction on Statutory Performance Indicators (SPIs).

Quarter on Quarter Comparison

Where possible, statistics for the same quarter in the last financial year have been provided, and where not available, have been marked '-'.

7.1.3 Local Indicators (LI)

Where local indicators provide an additional level of information deemed useful in providing context they are included in tables. Local Indicators are identified by **(LI)**. These Local Indicators are reflective of Force Priorities and local needs.

7.1.4 Single Outcome Agreement (SOAs)

Single Outcome Agreements (SOAs) were introduced in Scotland as a result of the concordat between the Scottish Government and COSLA. An important element of the SOA approach is the annual reporting process. This reporting has a dual purpose to provide reporting to the public on the delivery of outcomes in the local area and to report to the Scottish Government a Local Authority or Community Planning Partnership's (CPP's) contribution towards the governance, management and delivery of local services and outcomes. This includes Grampian Police as a statutory partner in the CPP.

7.1.5 Baselines and "Traffic Lights"

Where appropriate, an aspirational target has been set by the Force for certain indicators. These targets are based on:

1. The baseline set from the average of the past 3 years annual performance data.
 2. An aspirational value based on the best annual figure during the past three years.
- Where these are applied the following traffic light system is used:

<i>Excellent (Aspirational)</i>	
Good (Baseline)	
Below Average	

- Performance highlighted in green is classified as excellent, representing an improvement in the best quarterly performance over the last 3 years,
- Performance highlighted in amber is classified as good performance, indicating that the results achieved exceed the average overall performance over the last three years,
- Performance falling below average is highlighted in red.

Due to continuous improvement within the Force and ongoing excellent levels of performance during the past three years, targets for 2012/13 are increasingly challenging. This is due to the previous performance driving up both the average (baseline) and the best ever (aspirational) targets. It is anticipated that this challenging regime will result increasingly in more targets being categorised as amber, providing evidence of good performance.

The Force recognises the requirement to build on every opportunity to detect crimes as it moves forward to a National Police Service. In the interim, the Force will retain the (traffic light) system by which we judge performance. The system has developed against several years of very positive outcomes and sets a high standard for future performance. The fact that a box is red does not always point to poor performance but reflects the challenge that we currently face.

7.2 ACRONYMS

ACPOS	Association of Chief Police Officers Scotland
ASB	Antisocial Behaviour
ASBFPN	Antisocial Behaviour Fixed Penalty Notice
COPFS	Crown Office Procurator Fiscal Service
CTSA	Counter Terrorism Security Advisor
EU	European Union
FAW	Formal Adult Warning
FCR	Force Control Room
FEB	Force Executive Board
FOI	Freedom of Information
FRU	Force Referral Unit
FSC	Force Service Centre
FTE	Full Time Equivalent
FTTCG	Force Tactical Tasking Coordinating Group
GIRFEC	Getting it Right for Every Child
GJPB	Grampian Joint Police Board
GROS	General Register Office for Scotland
KSI	Killed or Seriously Injured
LI	Local Indicator
LPT	Local Policing Team
MIT	Major Investigation Team
NHS	National Health Service
NI	National Indicator
NIRT	Northern Ireland Related Terrorism
OCG	Organised Crime Group
PF	Procurator Fiscal
POCA	Proceeds of Crime Act
PPU	Public Protection Unit
RSO	Registered Sex Offender
SCRA	Scottish Children's Reporter Administration
SCRS	Scottish Crime Recording Standard
SOA	Single Outcome Agreement
SOC&D	Serious Organised Crime & Drugs
SOMG	Sex Offender Management Group
SPI	Statutory Performance Indicator
SPPF	Scottish Policing Performance Framework
SPSA	Scottish Police Services Authority
TTCG	Tactical Tasking and Coordinating Group
UK	United Kingdom
VPFPO	Vehicle Penalty and Fixed Penalty Offences
VRI	Visual Recording Interviews
YJMU	Youth Justice Management Unit

7.3 FURTHER SOURCES OF INFORMATION

Census data is provided by the General Register Office for Scotland, and currently uses the most up to date statistics available: the 'Mid 2011 Population Estimates Scotland'. Data for the Grampian Police area can be found at:

<http://www.gro-scotland.gov.uk/statistics/theme/population/estimates/mid-year/2011/index.html>

Statistics on drug misuse are contained with the Executive Report commissioned by the Scottish Executive entitled, 'Estimating the National and Local Prevalence of Problem Drug Misuse in Scotland'. Figures based on 2006 estimate. The numbers can be found in section 5.1.6 of the Executive Report, which can be found at: http://www.drugmisuse.isdscotland.org/publications/local/Prevalence_2009.pdf

Platform for Success Building the Future can be accessed at:

<http://www.grampian.Police.uk/Publications8448.html?id=59&pid=30;31;5;59>

This report will be published at:

<http://www.grampian.Police.uk/Publications.aspx?id=133&pid=30;31;5;133>

Further information on the SPPF can be found at:

<http://www.scotland.gov.uk/Topics/Justice/public-safety/Police/Performance>

The ACPOS Annual Performance Report 2010/11 can be accessed at:

<http://www.acpos.Police.uk/SPPF/Index.html>

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COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22 MARCH 2013

TITLE OF REPORT: PROPERTY ASSET MANAGEMENT PLAN (PAMP)

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide the Members of the Grampian Joint Police Board with information on progress made against agreed actions in the Force's Property Asset Management Plan (PAMP), prior to the move to the single new Police Service of Scotland.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Members of the Board note the update given within this paper on progress made against the Force's Property Asset Management Plan (PAMP).

3. FINANCIAL IMPLICATIONS

- 3.1 A key aim of the PAMP was to set a Strategic Framework for Grampian Police to make to property decisions. The aim was to drive out further efficiencies in the estate, which over a period of time would continue to improve the performance of Police properties, to support operational delivery and to reduce cost/provide income.

4. SERVICE & COMMUNITY IMPACT

- 4.1 It is important to stress that changes to estate does not mean station closure, but relocation to other (in many instances partnership) properties to improve service delivery to the public. An example of this is relocation of the Rosemount LPT) to the Aberdeen City Council's Community Centre at Rosemount.

5. REPORT

- 5.1 The GJPB at its meeting on 2 September 2011 approved a Property Asset Management (PAMP). The PAMP, within its Section Nine, set out a series of actions relating to the Force estate (with estimated savings and costs) over the next 5 year period.
- 5.2 It was agreed that as part of Governance arrangements, that progress against these actions would annually be reported to the GJPB.
- 5.3 Progress against the tasks in the Action Plan of the PAMP is summarised in Appendix 1. It can be seen, that significant development has been made in moving the PAMP forward and this can be cross-checked against the Action Plan (Section NINE) from the PAMP, as it related to specific property (Appendix 2).
- 5.4 A summary of some significant property highlights in 2012/13 include:

Assisting the Custody Project Team in acquiring the Custody site at Kittybrewster, obtaining planning consent and supporting the technical specification of this build project.

Recently obtaining planning consent for a new Police Station at Catto Way, Peterhead. This will enable the site to be purchased prior to 31/3/13 and to leave a fully pre- designed office development project for the SPA to consider.

The opening of a new office in Buckie.

The completion of the new office at the Rosemount Community Centre. The ongoing construction of the new office in Torry - scheduled to complete in Spring 2013.

The rationalisation of all the Laboratory accommodation from Queen Street to Nelson Street.

Termination of several small leases and a Notice to Quit being served on the corporate office at Woodhill House.

The projects at Aberdeen Health Village and Mearns Academy - which will incorporate police accommodation are proceeding on programme. Capital Receipts being achieved in 2012/13 in excess of £1 M through property sales.

Progress being made in relation to a Firing Range at Portlethen and a shared Emergency Service office in Tomintoul. There are separate papers on these two projects being presented to the GJPB for its consideration.

- 5.5 The Grampian Police PAMP has provided a clear Strategic Framework for making these estate improvements.
- 5.6 The Scottish Police Authority (SPA) will on 1 April 2013 inherit a large number of properties from the eight current Forces and the SPSA/SCDEA. Property will be the largest physical resource of the SPA and will be fundamental in providing support to deliver services and outcomes for our communities.

- 5.7 The current notional book value of the combined estate from the Asset Registers available as at 1 December 2012 is circa £450 M and the annual revenue running cost of the combined estate is £54 M.
- 5.8 It will be a requirement of the SPA to put in place one Property Asset Management Plan (PAMP). The major Police reorganization in Scotland presents an opportunity to have a combined PAMP which can be used by the SPA as a strategic tool to deliver a streamlined and leaner estate which can help deliver the SPA corporate aims of improved service delivery in community policing and specialist policing areas.
- 5.9 With the approval/support of the Board, the estate changes/improvements that Grampian Police have undertaken, leaves a strong estate legacy to the SPA.

6. REPORT AUTHOR DETAILS

Alan Cormack
Head of Logistics
Grampian Police
01224-305260
Alan.Cormack@grampian.pnn.police.uk

7. BACKGROUND PAPERS

N/A

Chief Constable
13 March 2013

UPDATE AGAINST TASKS IN THE ACTION PLAN

ACTION 1

The identified changes in the Category 1 (green highlighted in Appendix 2) properties will be implemented.

Green- Approval to Change

Updates against all individual properties are as follows:

Property	Comment
New Aberdeen Custody Suite	This major project is proceeding- A separate update paper is presented to this Board
Buckie	A replacement station building was purchased, refurbished and formally opened on 27 February 2013 by Chief Constable Colin McKerracher. An offer for the purchase of the former Buckie station property will be accepted.
Tomintoul	A separate update paper is presented to the Board.
Cairncry	This former station (the staff have been relocated into new Middlefield Primary School) has now been sold - See Action 4.
Mile End	This small station will be sold, when the relocation to Rosemount Community Centre- see below, is completed.
Oscar Road	Following the completion of the new and extended LPT office at Victoria Road in Torry (in Spring 2013) it is intended that this single small office lease will be terminated (see Action 7).
Windmill Brae	Notice to terminate this lease in May 2013 has been served (see Action 7). The City Centre LPT officers have been relocated into Queen Street following space being reallocated in this building.
Laurencekirk	The relocation of the Laurencekirk office into the new Police accommodation in the Mearns Academy was approved by the GJPB at its meeting on 1 July 2011. It is anticipated that the new Academy will be completed in the Summer of 2014. The Minister of Justice, Mr MacAskill, has recently visited the site and been shown this example of public sector partnership joint working.
New Pitsligo	This former station has been declared surplus by the Board in June 2012 and will be sold.
Woodhill House	A Notice to Quit has been served on Aberdeenshire Council for this Corporate Office. With one years notice being required under the terms of the lease the effective termination date will be end January 2014. This will save lease costs of £500,000 per annum (see Action 7). There needs to be a space study to determine the most appropriate Police building to reallocate staff from Woodhill House. It is likely that the majority of the staff will be based in the main owned Corporate buildings in Aberdeen - Queen Street, Nelson Street and Bucksburn or possibly in the 90 desk spaces being built at the new Kittybrewster Custody Development.
King Street/Castle Street	This is the other main leased building which costs £400,000 per annum. The lease is due to expire in November 2014. Without pre-judging the matter, it is likely that the SPA will be

	seeking to terminate the lease (in accordance with Action 7). Staff will be relocated to space as per Woodhill House.
Federation Office, Aberdeen Academy	This lease was extended to October 2018 but with a break in October 2013 (on serving 3 months notice). Without pre judging the matter it is likely that the SPA will be seeking to terminate the lease (in accordance with Action 7). The staff will be relocated to other Police offices. The Federation may decide to remain in the accommodation in which case it will need to fund the lease costs.
Woolmanhill	The relocation of the Victims Examination Suite into the new Aberdeen Health Village was approved by the GJPB at its meeting on 1 July 2011. The lease of this space will be revenue funded. The project is well underway with a planned completion date of November 2013.
Portlethen Range	A separate update paper is presented to the Board.
Rosemount	The lease has been agreed and the identified refurbishment to create an office for the Rosemount LPT has been completed. The relocation of the team will take place in April 2013, when an IT line is completed to the new offices. The existing Mile-End Police box will be sold (Action 4).

ACTION 2

To re-profile the Capital Plan to take account of the anticipated Capital Expenditure to the green highlighted properties. These Capital projects will be taken forward.

There is a separate paper to this Board which details the Force's Capital Plan as at the end of 2012/13.

The capital profile for the New Aberdeen Custody Suite is now £3.7M in 2012/13 and £10.194M in 2013/14. Subject to Board approval, it is also proposed to increase the capital allocation for the Tomintoul relocation project from £95K to £163K. Again, subject to Board approval, the mechanism for funding the proposed development of the Portlethen range is detailed in the separate financial paper.

ACTION 3

Opportunities to take forward Category 2 (orange highlighted in Appendix 2) properties will be continue to be scoped as they arise.

Scope- Amber

Specific highlights against individual properties are as follows:

Property	Comment
Oldmeldrum	The lease of this office has been extended for 5 years to from August 2017(option to break August 2015).
Peterhead	Planning consent to purchase the Catto Way site has been received and the site will now be purchased prior to the 31/3/13
Woodhill House	A one year Notice to Quit the lease has been served-see Action 7.

ACTION 4

The Policy of disposing of non-operational assets be reiterated and that action is taken to dispose of non operational property as soon as possible and where it is cost effective to do so.

Six properties - comprising the former stations at Fonthill, Peterculter, Tillydrone, Mastrick, Cairncry and a police house at 4 Deevale Crescent, Aberdeen were sold in 2012/13, generating net Capital Receipts in excess of £1 M (£1,038,000).

Already the following properties have/or will be marketed: Police houses at 96 Hilton Place, Aberdeen and 31 Clifton Road, Lossiemouth, former Police stations at Tomintoul, New Pitsligo, Buckie, Mile End and Northfield. These alone, will generate a further £900,000 for the Scottish Police Authority in 2013/14.

ACTION 5

That income on the Force's radio masts from third party equipment sharers be maximised.

The PAMP set a target to increase rental and other income from Masts from £312,000 to £375,000 by 2014/15.

There is some pressure by radio mast companies to renegotiate lease terms following consolidation of certain radio equipment suppliers i.e. Vodafone/O2 under "Cornerstone". Despite this, with additional third party leases being agreed the estimated income from radio masts in 2013/14 will be £358,000.

ACTION 6

Continue to take all necessary actions to mitigate the revenue costs associated with the estate.

The significant progression of the all actions most notably the Action 1 (green) changes and the reduction in lease cost profile (Action 7) is enabling this to take place.

ACTION 7

Consider future opportunities to reorganise the estate which will enable leased properties to be terminated.

The leases at Windmill Brae and Oscar Road will be given up in the next 2 months. However, these are relatively small leases and to achieve significant changes the leases at Woodhill House and King Street/Castle Street (as per the PAMP) need to be ended.

Grampian Police have been proactive in this regard, by serving the necessary one year's notice to quit on the corporate office lease at Woodhill House. With this coming into effect in early 2014 (saving c£500,000) per annum staff will be relocated to other owned Corporate offices in the City, including Queen Street, Nelson Street and the new offices at the Kittybrewster Custody build.

Given the ongoing cost of the back office leased accommodation at King Street/ Castle Street it will be the case that the viability of retaining this lease, beyond November 2014 when it expires, will come into question in the forthcoming months.

ACTION 8

That the planned repairs and maintenance budget will continue to be targeted with regard to financial resources and to those core properties which need the most attention and will be retained in the longer term.

At the end of 2012/13, Facilities was allocated an extra £500,000 in its Repairs and Maintenance budget and this enabled a range of repairs to be brought forward prior to the move to the Single Force.

ACTION 9

Support appropriate investment in the Force's estate to reduce carbon emissions within budgetary constraints. There will be a need to demonstrate a reasonable cost reduction back period for such investment and a strategy to retain such properties.

The GJPB at its meeting on 1 July 2011 approved Grampian Police's Carbon Management Plan. This Plan identified that, the baseline figure of CO₂ emissions made by Grampian Police in 2009-10 was 9,523 tonnes and that this had reduced by 2011/12 to 8,828 tonnes.

Other Forces and the SPSA have similar Carbon Management plans. With the support of the Carbon Trust, these plans are being consolidated into a single Carbon Management Plan for the single Police Force. This is in the course of being drafted and will identify a total single Police Force CO₂ footprint at a target to reduce these emissions to a certain point in future years.

It follows that with property (through energy use) contributing 65-70% of the CO₂ footprint, that the efficient use of property is a major contributory factor in achieving this revised target.

The identified green properties – changes will be implemented, orange properties – opportunity to change will be scoped, white properties – to be retained/no change proposed over the next 5 years.

APPENDIX 2

	Year 12/13	Year 13/14	Year 14/15	Year 15/16	Comment
Custody					
New Aberdeen Suite	NEW BUILD				
Capital(cost/receipt)	£5,000,000	£8,900,000			Purchase of Land at Kittybrewster agreed from Scottish Water
Revenue(cost/saving)					GJPB on 8/6/12 approved Predicted Maximum Price for Project
				Cost	Approval to Submit Planning Application
Elgin Suite					
Capital(cost/receipt)					Possible relocation of Fraserburgh cell block to Elgin if Peterhead proceeds
Revenue(cost/saving)			£200,000		Cost includes reinstating Fraserburgh compound
					Capital Plan will be reprofiled in terms of this requirement.
Moray Divisional Properties					
Buckie					
Capital(cost/receipt)		TO BE SOLD			Planning relocation to new office in West Cathcart Street
Revenue(cost/saving)		£100,000			GJPB on the 8/6/12 approved the sale of existing office when this is completed
Elgin					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	Main Divisional office which also incorporates Primary Custody Suite
Revenue(cost/saving)					Reasonable if somewhat fragmented space.
Fochabers					
Capital(cost/receipt)		SCOPE	SCOPE	SCOPE	Review along with Keith/Buckie/Lossiemouth
Revenue(cost/saving)					Four stations in relatively close geographical area-opportunity to review estate to improve delivery.
Forres					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	New Buckie gives scope for review.
Revenue(cost/saving)					Good accommodation
					Forres custody suite will close if additional custody accommodation is added at Elgin.
Keith					
Capital(cost/receipt)		SCOPE	SCOPE	SCOPE	Fragmented space including a closed custody area. Review along with Buckie/Fochabers/Lossie.
Revenue(cost/saving)					Four stations in relatively close geographical area-opportunity to review estate to improve delivery.
Lossiemouth					
Capital(cost/receipt)		SCOPE	SCOPE	SCOPE	New Buckie gives scope for review.
Revenue(cost/saving)					Reasonable office space- adjoining leased house will become empty at end of 11/12.
Rothies					
Capital(cost/receipt)		SCOPE	SCOPE	SCOPE	Located 6 miles from Elgin-opportunity to review estate to improve delivery.
Revenue(cost/saving)					New Buckie gives scope for review.
					Reasonable office space but the preferred location operationally to serve Speyside is Aberlour.
					There may be an opportunity to identify space in building at Aberlour, if this is cost neutral.
					If this space is suitable, Rothies would close.
Tomintoul					
Capital(cost/receipt)		CLOSE			Poor existing facility next to old police house now let to Scottish Ambulance Service
Revenue(cost/saving)		£150,000			Scope opportunity to relocate police officer to GFRS building in the village.
Aberdeen Divisional Properties					
Aberdeen Airport					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	This is offices provided rent free by BAA.
Revenue(cost/saving)					The offices were refurbished to a good standard in 2009.
Aberdeen ARI					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	No change
Revenue(cost/saving)					Small office at hospital let at no charge
					No change
Cairnery					
Capital(cost/receipt)	£75,000				New 3Rs partnership station at Manor Park serves the Northfield LPT
Revenue(cost/saving)					Cairnery is currently for sale.
					Capital receipt and ongoing revenue saving.
Cove					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	New modern office within new Aberdeen City Council Library
Revenue(cost/saving)					No change
Cults					
Capital(cost/receipt)	RETAIN	RETAIN	RETAIN	RETAIN	New 3Rs Inspector station at Cults Secondary school serving Hazlehead LPT
Revenue(cost/saving)					No change

Danestone Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Reasonably modern station serving Bridge of Don LPT Refurbishment of garage into locker rooms in 2012/13
Dyce Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New office within Dyce primary school No change
Hazlehead Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New 3Rs office at Hazlehead Primary serving Gartdee community of Nigg LPT No change
Kainhill Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New 3Rs office serving Gartdee community of Nigg LPT No change
Manor Park Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New 3Rs Inspector station serving Northfield LPT No change
Mile End Capital(cost/receipt) Revenue(cost/saving)	TO BE SOLD	£75,000					GJPB on 8/6/12 approved the sale of this office when relocation to new offices at Rosemount Community Centre
Mastrick Capital(cost/receipt) Revenue(cost/saving)	SCOPE		SCOPE				Leased office while adequate in space has poor access. Serves Mastrick LPT as Inspector station. Category 2 property-scope alternatives. New facility in Mastrick problematic given other capital/revenue priorities.
Nigg Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Modern station serving Nigg LPT Part let to NESCAM No change
Oscar Road Capital(cost/receipt) Revenue(cost/saving)	CLOSE	£13,500					Small Leased office at NHS Grampian building Proposal to build small extension at Torry-Victoria Road for LPT Inspector This will enable lease to be terminated
Seaton Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New 3Rs Inspector station at Seaton Primary serving Seaton LPT No change
Tillydrome Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Reasonably modern station serving Tillydrome LPT Recently refurbished No change
Torry-Victoria Road Capital(cost/receipt) Revenue(cost/saving)	£280,000	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	This office serving Torry LPT was reopened after community consultation. Further refurbishment in 2012/13
Windmill Brae Capital(cost/receipt) Revenue(cost/saving)	TERMINATED	£5,000	SCOPE	£5,000	SCOPE	£25,000	City Centre Team relocation to Queen Street Notice has been served to terminate lease on May 2013
Whinhill Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	New shared GNHS/Police office opened in April 2011. No change
Aberdeenshire Divisional Properties							
Ballater Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Recently refurbished station Secondary Custody Facilities. Also used by Scottish Ambulance Service. No change
Banchory Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Marr Chief Inspector Station. Refurbished in 2009/10. Adjoining house let to Scottish Ambulance Service. Possible shared reception with Aberdeenshire Council. No change

Braemar-Balnellian Road Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	RETAIN	Office leased from Aberdeenshire Council Refurbished in 2007 No change
Abovne Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE	£300,000				Fragmented office-upper floor unused and redundant Custody Area. Significant capital receipt potential Opportunity to take lease of space in Council office at Balnellian Road
Aford Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					New office opened in 2006. Leased and shared with the Scottish Ambulance Service
Banff Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					No change Good sized owned station in the centre of the town. Serving the Banff and Buchan West LPT. No change
Cruden Bay Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					One officer based at station often abstracted. Police from Peterhead- 8 miles distant. Linked to Peterhead scoping.
Elton Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					New office-Formartine LPT. Terrorism cell secondary custody accommodation. No change
Fraserburgh Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					Relatively modern serving Banff and Buchan East LPT Station has a Primary Custody Suite Possible future relocation of Custody portocabin to Elgin. Reasonable office within Marr LPT area. No change
Huntly Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					Property sub leased from Aberdeenshire Council Aberdeenshire Council considering disposing of interest in building. Future availability of office to be considered in this context. Main Divisional office. Modern building No change but consider vacant land next to station for possible sale
Insch Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					Owned office within Garioch LPT-Adjoining house leased to Council. Community requires station given demographic growth.New Academy and extension proposed
Inverurie Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN					
Kennay Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					
Laurencekirk Capital(cost/receipt) Revenue(cost/saving)	NEW OFFICE	NEW OFFICE	£90,000 £5,000	£5,000	£5,000		Existing stand alone police office serving Kincardine and Mearns LPT GJPB approval to lease office in new Mearns Academy Capital cost partially offset by sale of existing station and revenue saving. Reasonable if slightly fragmented office.
Mintlaw Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					Good central location in Buchan LPT area. Current base for traffic officers-need to consider future business need Possible shared reception with Aberdeenshire Council. No change
New Pitslago Capital(cost/receipt) Revenue(cost/saving)	TO BE SOLD	TO BE SOLD	£150,000 £5,000	£5,000	£5,000		GJPB on 8/6/12 declared surplus Title issues need to be resolved before disposal
Old Meldrum Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE	£5,000	£5,000	£5,000		Office at Academy-rent free until August 2012 Modern station-likely to want to retain Review at lease expiry
Peterhead Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					Buchan LPT station-fragmented space,use of Fraserburgh station as Primary Custody. Aberdeenshire Council are scoping alternative office space in town. New office is operationally less of a priority than new Aberdeen Custody suite. Relatively small office serving expanding community including Elsieck development. Category 2 property-scope alternatives. New facility in Portlethen problematical given other capital/revenue priorities.
Portlethen Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE					

Portsoy Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE			Scope if this station is still required for operational use. Possibility of policing from Banff with Police surgeries, use of mobile office.
Stonhaven Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	Good sized station serving the Kincardine and Mearns LPT. Next to Court in centre of town Current base for traffic officers need to consider future business need. Fragmented office, albeit in centre of town. Main Formantine LPT office is in Ellon.
Turriff Capital(cost/receipt) Revenue(cost/saving)			SCOPE	SCOPE	
Westhill Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	Modern station serving the sizeable community of Westhill in the Garchoch LPT area.. Aberdeenshire Council use as a service point. No change.
CMBA Properties					
Aberdeen Airport SB Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE			Crime Management are provided with a rent free office at the Airport. Special Branch numbers at the airport have increased and a larger office is needed. BAA are proposing to build a new office for the contro, authorities.
Multi Department Stations and Offices					
Queen Street Capital(cost/receipt) Revenue(cost/saving)			SCOPE	SCOPE	While this building has been well maintained and has had certain areas significantly refurbished and upgraded in recent years the property is now 40 years old and has a high proportion of wated space. It accounts for a significant percentage of the running costs of the entire estate c21% and c29% of the Force estate carbon footprint(this is despite the fact that new gas boilers were recently installed). A significant proportion of the building relates to Custody and when a new Aberdeen Custody facility is built off site, it will be an oportune time at that point to consider the future use of the building. There are significant interdependencies and issues in relation to relocating from Queen Street including that it houses the main telephone switch/CER, the control room, the need to retain a city centre presence and the proximity of the Court and the Mortuary.
Woodhill House Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE	POSSIBLY CLOSE £125,000	£500,000	This office accommodates back office functions and its continuing use can be considered in conjunction with the two leases at King Street/Castle Street. The lease was originally entered into in 2007 and runs until May 2015. There is an option to terminate the lease on giving 1 years written notice. There are c150 desk spaces in this second floor accommodation at Woodhill House As Service Reconfigurations take place and staff numbers reduce there may be future scope for not renewing one of these leases. The total revenue cost of Woodhill House is c£525,000 which is a significant proportion of the entire revenue cost of the estate
King Street/Castle Street Capital(cost/receipt) Revenue(cost/saving)	SCOPE	SCOPE	POSSIBLY CLOSE £100,000	£400,000	This office accommodates back office functions and Aberdeen Divisional functions overspilling from Queen Street. It is held on two separate leases both expiring in late 2014. Its continuing use can be considered in conjunction with the lease at Woodhill House. The space is not as good at Woodhill House but its key advantage is its proximity to Queen St. The accommodation also provides emergency planning accommodation. The total revenue cost of the two leases is c£400,000 which is a significant proportion £94,000 is recovered via accommodation charges to SPSA-ICT. The longer term future use of Queen Street(see above) is also a factor when considering whether or not to renew the leases.
Bucksburn Capital(cost/receipt) Revenue(cost/saving)			SCOPE	SCOPE	This is an owned office which incorporates a number of functions including the Service Centre, the Bucksburn LPT office, CMBA offices ,support functions and until a new Aberdeen Custody Suite is built- custody overspill.
Melison Street Capital(cost/receipt) Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN £87	This is an owned office which incorporates a number of functions including Operational Support (roads policing),training,fleet maintenance, Kittybrewster LPT and the main Forensic Labs. Plans to relocate all SPSA Labs to the third floor in 2012. Need to consider other operational business change in relation to space allocation in building It is not envisaged that this building will be relinquished over the period of this P&MP.

Miscellaneous

Aberdeen Academy Capital(cost)/receipt Revenue(cost/saving)	CLOSE £10,000	£26,000	£26,000	£26,000	This office is leased by the Force of behalf of the Federation. There are 4/5 staff. It is intended to break the lease in October 2012 and relocate the staff to another building. This will provide revenue savings.
Ashgrove Road Capital(cost)/receipt Revenue(cost/saving)	SCOPE	SCOPE			Leased office provided to SERCO for OHU service. OHU charge reflects use of this excellent facility by partners. Use needs to be reviewed with SERCO.
Braemar-Mountain Rescue Capital(cost)/receipt Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	Building jointly owned with Braemar Mountain Rescue. Ongoing legal work to clarify revenue responsibilities of partners.
Crathie-Highcliffe Capital(cost)/receipt Revenue(cost/saving)	RETAIN	RETAIN	RETAIN	RETAIN	Office next to Crathie Church required for royalty policing. Minor upgrading work proposed in 2012/13
Woolmanhill Capital(cost)/receipt Revenue(cost/saving)	NEW OFFICE	£2,000	£9,000	£8,000	Relocate to improved victims examination suite at Health Village at East North Street. Health village due to open late 2013. Revenue charge of space subsidised by Scottish Government.
Under Construction/Business Case Analysis					
Elgin CPU Capital(cost)/receipt Revenue(cost/saving)					Joint development with Moray Council Opened in 2012
New Pittodrie Stadium Capital(cost)/receipt Revenue(cost/saving)	SCOPE		£30,000	£30,000	Proposed new Stadium at Altens. New Police accommodation at Stadium. To be funded at no charge.
Portlethen Range Capital(cost)/receipt Revenue(cost/saving)	£250,000	£20,000		£20,000	The GJPB approved the lease of a site for a new Range at the GFRS training complex at Portlethen. Initial capital cost to build range and revenue charges.
Rosemount Capital(cost)/receipt Revenue(cost/saving)	£170,000	£10,000		£10,000	The GJPB approved the accommodation for the LPT team at Rosemount Community Centre. Initial capital cost to refurbish and revenue charges.
New Buckie Capital(cost)/receipt Revenue(cost/saving)	£240,000				The GJPB approved the purchase of this new building. Cost includes acquisition and refurbishment

Approval to Change

Scoping

Retain



COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22 MARCH 2013

TITLE OF REPORT: COMMUNITY INITIATIVE FUND

1. PURPOSE OF REPORT

1.1 To present to Members an update on payments made from the Community Initiative Fund during 2012-13.

2. RECOMMENDATION(S)

2.1 To note the contents of the Report.

3. BACKGROUND

3.1 At its meeting on 7 September 2012 the Joint Police Board considered a report on the Community Initiative Fund and approved allocations for 2012-13 as follows:

	Allocation	Spend to Date
Aberdeen	£47,000	£37,200
Aberdeenshire	£45,000	£40,205
Moray	£23,000	£9,030
HQ	£10,000	£0

It was agreed that bids be scrutinised and judged by the relevant Divisional Commander (or Deputy) and a nominated member of the Joint Police Board, whose ward is located in the relevant Division.

4. SERVICE & COMMUNITY IMPACT

4.1 The aim of the Fund is to allow the Force, through mainly Local Policing Teams, to fund small projects for the benefit of the local community. Since 2005 the Force has distributed around £250,000 towards such projects, the majority of which involve an element of match funding and/or other partners.

5. OTHER IMPLICATIONS

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6. UPDATE

- 6.1 The Appendix to this Report sets out the organisations aided this year, showing the amount of grant and the purpose.
- 6.2 At the end of February 2013 just under 69% of the available sums had been paid out to local organisations. Although this funding is, to some extent, demand led, requiring suitable project bids to be forthcoming, every effort will be made, throughout the Divisions, to maximise spending on suitable, worthwhile projects during the remainder of the current financial year.

7. REPORT AUTHOR DETAILS

Gary Craig, Director of Finance
gary.craig@grampian.pnn.police.uk
Tel: 01224 306576

8. BACKGROUND PAPERS

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Chief Constable
12 March 2013

COMMUNITY INITIATIVE FUND

ABERDEEN DIVISION 2012-13

Amount £	Recipient	Description
300	St Clements Church, Free 2B Project	Funding of hot liquid containers, foldable table, hot chocolate and plastic cups
1,000	Northfield Academy – paid into Diced Cap Chapel Appeal	Purchase sets of 7 aside goals and trophies for the Aaron Williams Football Tournament
1,000	Aberdeen Gymnastic Club	Purchase Equipment
1,500	Powis Gateway Community Centre	Outings for underprivileged children
1,200	Star – Lead Aberdeen	Purchase of computer equipment
2,200	Rural Urban Training Scheme (RUTS) in conjunction with Operation Trinity	Residential training scheme to break anti-social behaviour from users of off vehicles
500	Bethany Christian Church	Street Begging Initiative
500	Danestone Community Centre Youth Cafe	Diversionary activities
1,800	Deeside Family Centre	Juvenile Domestic Violence Programme (City wide)
2,500	Global Rock	Funding for 2013 Rock Challenge event
100	Printfield Community Project	Part fund an activities day
1,958	Violence Reduction Unit	Purchase of personal attack alarms
1,500	Seaton Community Church	Set up a number of groups and work in conjunction with Seaton Community Project, Bethany Christian Fellowship and Aberdeen Football Club to provide facilities within Seaton Community
1,500	Donview House Tenants Group	Provide Donview House Tenants Group with projection and computer equipment and other essential materials in order to encourage active participation that will provide the participants with social skills, good facilities and a sense of pride for the building
1,142	Domestic Abuse Unit	Encourage reporting of Domestic Abuse by the purchasing of wrist bands and white cocktail coasters both with the slogan Domestic Abuse No Excuse and contact number to be distributed to City Centre premises. There will be a media launch.
4,500	Aberdeen Cyrenians	
7,000	Aberdeen Street Pastors	

1,500	Diced Cap Appeal	Funding towards A Williams Football Tournament
1,000	Danestone Primary School	Funding towards primary school library
1,500	Kincorth Amateur Boxing Club	
1,500	Powis Residents Group	
1,500	Seaton Community Church	
37,200	Sub-Total	

ABERDEENSHIRE DIVISION 2012-13

Amount £	Recipient	Description
1,300	Kintore Scout Group	Repairs to Scout Hut
650	Bennachie Leisure Centre	Youth Room Equipment
1,000	Mintlaw Academy	Youth Club
647	Auchterellon Under 5s	Building Works
500	Linden Community Centre	DVD production
1,000	Princess Royal Sports & Community Trust	Anti Social Behaviour Measures
350	Kintore Junior Golf Club	Clothing
500	Insch Community Centre	Youth Group
1,000	Mintlaw Primary School Football Fund	Sunday Football
260	Bennachie Leisure Centre	Use of Facilities
500	St Cyrus Pre-School Playgroup	Equipment
429	Westhill Cafe	Renovation
200	Inverurie Pub Watch	Beer Mats
200	Newburgh Playgroup & 2's Group	Video Intercom
500	Fishermoss Parent Council	Community Agility Trail
1,800	Light Up Peterhead	Christmas Lights
170	Fraserburgh Academy	Advertising/Sponsorship
3,360	Colony Park Junior Football Club	Hire of Pitch at Garioch Sports Centre for training sessions
500	Kinellar School Fund	Cycling Initiative
440	Alford Academy	Alford Academy Prince's Trust
3,200	Buchan Heritage Society	Tables and Chairs
4,380	Auchterellon Under 5s	Playgroup & Nursery, heating & hot water systems
44	Wii Remotes for MPO	Equipment
3,125	Balmedie Primary School	Winter training football pitches
750	Balmedie Primary School class 6 only	Winter training
1,000	Balmedie Boys Club	Football kits and training equipment
1,500	Alford Skate Park	Outdoor gym equipment
1,500	Kemnay Academy	Pupil Support Workers - games, etc
1,500	Westdyke Girls Under 13's	Football kit and training equipment
2,000	Newburgh Football Team	Outdoor sports floodlighting
500	Laurencekirk Scout Group	Re-wiring of scout hut
1,500	Ellon Academy World Challenge	Donation towards Visas for trip
2,000	Balmedie Gymnastics Club	Asymmetric bars
400	Braemar Community Council	Permanent light fittings
1,500	Girl Guiding Ellon	Windows and doors
40,205	Sub-Total	

MORAY DIVISION 2012-13

Amount £	Recipient	Description
500	The Maryhill Medical Practice	Positive Parenting Programme, workbooks etc.
500	Moray Province Curling Development Group	Assistance with transport costs for youth teams
1,000	Elgin Youth Development Group	Activities and courses 2012 summer holidays
280	Keith Youth Football	Football strips and balls
1,000	Moray Young Citizens	Red Carpet Awards, prizes etc.
750	St Lawrence Cricket Club	Assistance with security to pavilion
500	Cullen Primary School	Outdoor activities and trips
500	The Lossie Youth Cafe	Assistance towards musical instruments
2,000	Keith Explorer Scouts	Outdoor equipment and assisting with activities
650	City of Elgin Bid	Online information sharing
350	The Lossie Youth Cafe	Contribution towards musical instruments
1,000	Milnes High School	Purchase T-shirts/meals - Hooked
9,030	Sub-Total	



GRAMPIAN JOINT POLICE BOARD

COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 22ND MARCH 2013

TITLE OF REPORT: GRAMPIAN JOINT POLICE BOARD – BOARD REVIEW REPORT (2012 - 2013)

1. PURPOSE OF REPORT

The purpose of this Report is to provide an overview to the Board with respect to the Boards main areas of activity over the period of its current term

2. RECOMMENDATION(S)

It is recommended that the Board:

- 2.1 Approve the Board Review Report for the period May 2012 to March 2013.
- 2.2 Instruct the Depute Clerk to forward a copy of the Board Review Report to partners and stakeholders.
- 2.3 Otherwise note the Report.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

4. SERVICE & COMMUNITY IMPACT

None

5. OTHER IMPLICATIONS

There are no other implications arising from this Report.

6. REPORT

- 6.1 Board Members will be aware that the Board Meeting to be held on Friday 22nd March is the final scheduled meeting of the Board prior to the dissolution of the Board on 31st March 2013. Since the current Board was appointed in 2012, the Board has met on 7 occasions and the Board's Sub Committees have also met on 7 occasions.

6.2 The short period in which the current Board has operated has been one of significant change and uncertainty within the police service in Grampian and in Scotland. From its inception the Board has operated with a principle that it would maintain business as usual as well as ensure that policing in Grampian was in the best possible shape for 1st April 2013. The Board has ensured that it has maintained an effective role within the governance structure for Grampian Police and has worked hard to ensure that the needs of the diverse communities within Grampian are central to its considerations.

6.3 Following a review within the Depute Clerk's Office of the activities and achievements of the Board within the time period specified, a summary of these is provided below.

6.4 Resources

6.4.1 Revenue Budget Process

The Board has not required to approve a budget for 2013/14. The Board has instead focussed on ensuring that the current revenue funding budget is effectively used and the Board has considered 6 Revenue Budget monitoring reports from the Chief Constable and the Treasurer.

6.4.2 Capital Budget Process

6.4.2.1 At each scheduled meeting of the GJPB, the Chief Constable provides a Capital Budget Monitoring Report. This report provides an update to Members on spend to date, any allocation of remaining unallocated funds and seeks approve of any amendment to the previously approved capital plan. Again, this reporting mechanism supports the Board to regularly scrutinise the management of the capital budget by Grampian Police.

6.4.2.2 The Board has endorsed a number of major capital investments within the Grampian Police estate. This includes the building of a new custody facility in Aberdeen and the purchase of land in Peterhead for a new Police Station.

6.4.3 Staff Matters

6.4.3.1 In 2012 the Board marked the retirement of the then Deputy Chief Constable. A series of Temporary and Acting appointments were then made to ensure that the Force Executive remained at full strength.

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- 6.4.3.2 The Board conducted the annual Performance and Development Review for the Chief Constable as required by a 2007 Police Negotiating Board (PNB) agreement. This process enables a review of performance and objectives for the future to be agreed. The outcome of the 2012 review was reported to the Board in June 2012.
 - 6.4.3.3 One appeal to a Police Appeals Tribunal was lodged with the Board during 2012. It has not proved possible to conclude the handling of this matter prior to 31st March 2013 and, as such, it will be forwarded to the Scottish Police Authority for action.
 - 6.4.3.4 The role of the GJPB Personnel Sub Committee is to consider all personnel and staffing matters such as Chief Officer appointments and all manner of appeals which fall to be determined by the Board. It has not been necessary for the Personnel Sub Committee to meet during 2012/13.

6.5 Scrutiny

6.5.1 Quarterly Performance Reporting

- 6.5.1.1 Grampian Police continue to provide quarterly reports on performance to the Board at appropriate intervals. The Quarterly Performance Reporting mechanism provides Members with a detailed overview of the Forces performance against key performance targets in a wide range of areas including service response, public reassurance & community safety, criminal justice & tackling crime, sound governance & efficiency and context indicators.
- 6.5.1.2 Each quarterly report provides a 'traffic light' assessment of the Force's performance against national targets and provides a comparison against the previous year's performance and the previous quarter's performance.
- 6.5.1.3 The Quarterly Performance Report is a key aspect of the Board's scrutiny role in respect of Grampian Police and there is always considerable discussion of the contents. Procedures have been put in place so that questions can be raised in advance if so desired, in order to ensure that relevant information can be immediately available to the Board.

6.5.2 Annual Performance Reporting

6.5.2.1 In addition to the Quarterly Performance Report detailed above, the Force also presents an Annual Report to the Board. The Force's Corporate Plan 'Platform for Success' is developed by the Force with Board Members being involved in this process. The final plan is then presented to the Board for endorsement. The Annual Reporting process presents an assessment of delivery against this corporate plan.

6.5.2.2 The Board received the 2011/12 Force Annual Performance Report on 6th July 2012.

6.5.3 Stewardship Sub Committee

6.5.3.1 Sub Committee

The role of the Stewardship Sub Committee is to deal with reports from internal and external audit, oversee the adequacy of the Force's financial systems, policies and practice and compliance with relevant statutes, standards and guidance. Additionally the Sub Committee has responsibility for matters of best value, risk management and overseeing the implementation of recommendations from HMICS and Audit Scotland.

The Stewardship Sub Committee has met on 3 occasions during the Board's current term. The Sub Committee has received 3 Continuous Improvement Unit reports, 1 report on the Force's Single Equality Scheme and 3 reports on the Grampian Police Significant Risk Register. Additionally the Sub Committee has received 5 reports from the Force's Internal Auditor and 1 report from the External Auditor.

6.5.3.2 Continuous Improvement

With respect to Continuous Improvement, the Sub Committee receives a report at each meeting, which details the current, completed and planned work of the Grampian Police Continuous Improvement Unit.

Within this report is detailed the Efficiency Savings targets for Grampian Police. During 2012/13 there has been no nationally set efficiency savings target, and the Force locally adopted a 3% target. To date, savings of £1.715million have been reported.

6.5.3.3 Internal Audit

The Stewardship Sub Committee considered and approved the Grampian Police Internal Audit Plan in September 2012. The Sub Committee was fully appraised on the detailed process by which the plan was developed and on the rationale for the audits identified within it being set.

Thereafter, the Sub Committee has received a regular report on the status of the plan which includes details of the progress of implementation of all agreed actions arising from reviews conducted by the Internal Auditor.

6.5.4 Complaints Sub Committee

6.5.4.1 The role of the Complaints Sub Committee is to have oversight of the way in which complaints are handled by the Force and to consider complaints received by the Board against Senior Officers.

6.5.4.2 During the current term of the Board the Sub Committee has met on 4 occasions and received a report providing a resume of complaints received by Grampian Police on 3 occasions.

6.5.4.3 The Sub Committee has received investigation reports relating to 4 complaints made against Senior Officers and determined the appropriate outcome of each.

6.5.4.4 PCCS conducted an audit of Board's Complaint Handling capacity in 2009 as part of a Scotland-wide audit. The resultant report, 'Holding to Account' identified a range of recommendations which were deemed to be best practice. Of the 13 recommendations made, 3 were already standard practice for the Complaints Sub Committee. Since publication of that report the Sub Committee has been monitoring progress towards implementation of the remaining 10 recommendations. In October 2012, PCCS published a follow up report which identified a number of areas in which GJPB operated good practice.

6.5.4.5 The Sub Committee has considered the content of 9 reviews conducted by PCCS into complaints handled by Grampian Police and have received updates from the Force with respect to any recommendations which have arisen from these reviews. Additionally, the handling of 1 complaint by the Board have been subject to PCCS review and the Sub Committee noted

the Commissioners commendation of the Board's handling of the case.

6.6 Independent Custody Visiting Scheme

6.6.1 The Independent Custody Visiting Scheme has continued to operate successfully in Grampian. During 2012/13, visitors have conducted 33 visits and have spoken with 70 detainees.

6.6.2 Feedback from visits has been largely positive, providing independent scrutiny and assurance that detainees held by Grampian Police are treated with respect, are aware of their rights and have access to appropriate facilities.

6.6.3 From 1st April 2013, the Scottish Police Authority will have a statutory requirement to deliver an Independent Custody Visiting Scheme in Scotland. Work is on-going on how this will be delivered and it is likely that local arrangements will be continued for an interim period whilst a national scheme is development. Discussions on this are on-going.

6.7 Members Training and Development

Prior to the appointment of Members to the Board in May 2012 a comprehensive programme of Members Induction Training was developed by the Clerks Office and Grampian Police. This programme, covering Board, Sub Committees and Policing has been successfully delivered to Board Members and Substitutes over the course of 2012/13.

To complement the Induction Training programme, a comprehensive Members Handbook was produced by the Clerks Office. This Handbook was distributed to all Board Members and Substitutes during June 2012.

6.8 Police Reform

6.8.1 The Board has fully engaged with the Police Reform agenda since the announcement, in September 2011, that a Single Scottish Police Force will launch on 1st April 2013.

6.8.2 The Board has sought to engage with the Scottish Police Authority since its appointment in order to ensure a smooth transition of all governance and scrutiny matters can be achieved. Efforts to complete this work are on-going.

7. REPORT AUTHOR DETAILS

Fiona Smith, Policy & Advice Officer

E-mail: fismith@aberdeencity.gov.uk
Telephone: 01224 522516

- 8. BACKGROUND PAPERS**
None

KAREN M DONNELLY
DEPUTE CLERK

15TH MARCH 2013

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