

## GRAMPIAN JOINT POLICE BOARD

### Committee Room 2, Town House, Aberdeen, 12<sup>th</sup> November 2010 - Minute of Meeting of GRAMPIAN JOINT POLICE BOARD.

Present:- Councillor Greig, Convener  
Councillor Shepherd, Vice Convener  
Councillor Al-Kowarri  
Councillor Collie  
Councillor Dunbar  
Councillor Farquharson  
Councillor Hendry  
Councillor Howie  
Councillor Mair  
Councillor McKail  
Councillor Penny  
Councillor K Stewart  
Councillor Webster

In Attendance:- Mr Colin McKerracher, Chief Constable, Grampian Police  
Mr John McNab, Deputy Chief Constable, Grampian Police  
Mr Colin Menzies, Assistant Chief Constable, Grampian Police  
Ms Karen Williams, Director of Corporate Services, Grampian Police  
Mr Gary Craig, Deputy Director of Corporate Services, Grampian Police  
Inspector Mike Thompson, Grampian Police  
Mr Ian Robbie, External Auditor, Henderson & Loggie  
Ms Karlyn Watt, External Auditor, Henderson & Loggie  
Mr Barry Jenkins, Treasurer  
Ms Karen Donnelly, Depute Clerk  
Ms Fiona Smith, Aberdeen City Council

### **APOLOGIES FOR ABSENCE**

1. Apologies for absence were intimated on behalf of Councillor Bell, Councillor McGillivray, Mr Derek Penman, Assistant Chief Constable, Grampian Police and Ms Jane MacEachran, Clerk.

### **ELECTION OF VICE CONVENER**

2. The Convener advised the Board that Cllr Cullinane had intimidated to the Clerk that she was standing down from the Board. The Board wished to record its thanks to Cllr Cullinane for her input to the Board over the duration of her membership and send her the Board's best wishes.

The Convener then invited nominations for the vacant position of Vice Convener.

Councillor Mair then moved, as seconded by Councillor Greig:

"That the Board nominate Cllr Al-Kowarri as Vice Convener"

Councillor K Stewart moved as an amendment, seconded by Councillor Collie:

"That the Board nominate Cllr Hendry as Vice Convener and note that Cllr Hendry would not claim any additional remuneration for this role"

For the motion: (5) Councillors Al-Kowarri, Greig, Mair, McKail and Webster.

For the amendment: (7) Councillors Collie, Dunbar, Hendry, Howie, Penny, Shepherd and K Stewart

**The Board Resolved:**

- To elect Councillor Hendry as a Vice Convener of the Grampian Joint Police Board.
- To note that Councillor Hendry would not claim any additional remuneration for the Vice Convener role.

**MINUTE OF INQUORATE GJPB MEETING OF 10<sup>TH</sup> SEPTEMBER 2010**

2. The Board had before it and approved as a correct record, the minute of the inquorate Board Meeting of 10<sup>th</sup> September subject to the following amendments being made:

Item 3: Under the discussion on Item 12 in Matters Arising, to amend the first sentence of the fifth paragraph to read:

'The Board unanimously supported the call for a summit, recognising this is a Grampian wide issue to which a Grampian wide solution is required.'

The Board homologated all of the resolutions of the inquorate 10<sup>th</sup> September meeting, specifically the Board agreed the actions detailed under items 4, 11 and 12.

**The Board Resolved:**

- To approve the Minute subject to the above amendment being made.
- To homologate the resolutions of the inquorate 10<sup>th</sup> September 2010 Board meeting.

**MATTERS ARISING**

4. There were no matters arising.

## UPDATED BUSINESS STATEMENT

5. The Board had before it the updated Board Business Statement dated 12<sup>th</sup> November 2010. The Depute Clerk provided a verbal update with respect to the statement as follows:

09/18	Outcome of the Internal Audit Report on the Clerking function is to be reported to the Stewardship Sub Committee in due course.
10/01	A report on this item appears on the agenda for this meeting.
10/02	A date for a further Board Away Day in December 2010 is presently being sought.
10/05	A report on this item appears on the agenda for this meeting.
10/06	The Depute Clerk advised that a response is awaited from the Local Criminal Justice Board in respect to the Board's letter regarding Officer time spent in court.
10/07	The Depute Clerk advised that she would provide an update on this item in the private session.
10/08	The Depute Clerk sought the agreement of the Board to approaching Aberdeen City Council to discuss this matter further given that it has agreed to hold a seminar also. In addition, Aberdeenshire Council and Moray Council will be invited to feed in to discussions on this issue.

### **The Board Resolved:**

- To note the updated Business Statement
- To agree to the proposal made by the Depute Clerk in progressing arrangements for a Summit on Gypsy Travellers in the North East.

## REVENUE EXPENDITURE MONITORING REPORT – 30<sup>TH</sup> SEPTEMBER 2010

6. The Board had before it a report from the Chief Constable and the Treasurer that presented the Revenue Budget Monitoring Report for the period to 30<sup>th</sup> September 2010.

The Treasurer introduced the Report which detailed that the Force is projecting an under spend of approximately £731,000 against an approved net revenue budget of £115.212m. The Treasurer advised that the Force is seeking to maximise possible savings within this financial year in order to decrease the burden for identifying savings in future years. The report advised of the forecast figure for Police Officer numbers which sits at 1,565 at 31<sup>st</sup> March 2011. Finally, the report advised that the forecasts

indicate an increase in reserves at the end of the financial year to £2.306m which is being planned in order to assist with the 2011/12 budget.

The Convener requested further details with respect to the level of under spend and how this compares with the position in other Forces. The Chief Constable advised that this information would be sought.

Cllr K Stewart welcomed the reported under spend position however noted that this could all be utilised if one major incident were to incur. Additionally, Cllr Stewart noted that the reserve limit is unlikely to be breached this year however this may not be the case in future years given the financial pressures ahead. Cllr Stewart also requested information with respect as to whether any reserves had been committed for funding an Early Retirement / Voluntary Severance scheme.

Mr G Craig advised that the Force is seeking expressions of interest in ER/VS at present and any applications will be considered in line with the potential savings generated if they are approved. It is planned to use some of the reserves to fund this scheme.

Cllr K Stewart requested that it be noted in the accounts that some of the reserves would be used for this purpose. The Treasurer noted this request and committed to further discuss this matter and revert to the Board with advice in due course.

Cllr McKail noted that the number of Police Officers is forecast to fall before the end of the financial year and asked what effect this would have for communities. The Chief Constable advised that the number is forecast to drop as there is presently no recruitment taking place therefore any leavers are not replaced. The Chief Constable further noted that any decision regarding police officer deployment has impacts and consequences which the Force require to manage. The focus previously has been on maximising the number of officers within communities. At present, focus is being given to maximising the capacity within Local Policing Teams, including moving officers into teams where this is necessary. Therefore, at present, it is hoped that the impact on communities of the fall in officer numbers is minimised.

Cllr K Stewart requested an update with respect to developments in joint working. The Chief Constable advised that discussions are on-going with respect of a shared contact centre. Developments in this area aim to improve service levels as well as realise savings and further information will be presented to the Board in due course.

Cllr Webster noted that a very useful discussion had taken place at Aberdeenshire Council between Elected Members, Council Officers, Grampian Police and Grampian Fire & Rescue Service. This had proved an excellent opportunity to consider a range of issues, including joint working initiatives and Cllr Webster suggested it should be repeated in the other constituent authorities.

The Convener noted that the Force should be congratulated for the continued good management of resources, including a welcome increase in the forecast under spend. He further expressed his concern regarding the focus in Scotland being on moving to a single police force without there being evidence to state what savings this would achieve. The loss of local control would be most worrying.

With respect to discussions regarding the future structure of policing in Scotland, the Board noted that this matter would be covered during the Board Away Day in December. This would provide the Board with an opportunity to discuss developments on this issue and agree how the Board would respond to this.

**The Board Resolved:**

To note the Report

**CAPITAL BUDGET MONITORING – 30<sup>TH</sup> SEPTEMBER 2010**

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

The Treasurer introduced the report and advised that the total budget allocated within the Forces Capital Plan for 2010/11 is £8.082m. The plan has been increased by £10,000 to reflect the purchase of a new vehicle that is being fully funded by a sponsor. In addition the report outlined that an additional £57,000 projects have been approved from the previous unallocated sum within the plan meaning that £205,000 now remains unallocated.

Cllr McKail requested an update with respect of the development of a Joint CPU in Moray. The Chief Constable committed to providing this information at a future meeting of the Board.

The Board noted that there had been, as yet, no announcement on the outcome of the Forensics Services review.

**The Board Resolved:**

To note the Report

**ANNUAL STATEMENT OF ACCOUNTS – 2009/10**

8. The Board had before it a report from the Chief Constable and Treasurer which presented a copy of the audited and signed set of Annual Statement of Accounts for the financial year 2009/10.

The Treasurer introduced the report, advising the Board that the Statement requires to be noted by the Board. He further reported that the Annual Statement of Accounts had received a clean audit report from the External Auditors.

**The Board Resolved:**

To note the report.

**REPORT TO MEMBERS AND THE CONTROLLER OF AUDIT – 2009/10**

9. The Board had before it a report from the External Auditor which presented to the Board the report from the External Auditor on the 2009/10 Grampian Police Annual Statement of Accounts.

Mr Ian Robbie introduced the report, noting that the Annual Statement of Accounts has a clean audit opinion. The target date of reporting, of the end of August, was achieved and the External Auditors wished to thank the Force for its assistance with the audit process.

Mr Robbie further advised that the audit gave rise to three recommendations which were accepted by the Force.

**The Board Resolved:**

To note the report.

**FUNDING FOR MAJOR INCIDENTS**

10. The Board had before it a report from the Depute Clerk which advised of the responses received from other Scottish Police Authorities and Joint Board to their views in respect to the establishment of a Scottish wide fund to meet future expenditure of public sector organisations on major incidents.

The Depute Clerk introduced the report and advised that, following the Board Meeting on 21<sup>st</sup> May 2010, she write to the seven other Police Boards and Authorities in Scotland seeking the views of each Board / Authority towards the GJPB proposal that a Scottish wide fund be established to support all police forces involved in responding to future major incidents.

The Depute Clerk advised that 4 responses have been received, none of which provide support to the GJPB proposal. Given this lack of support, the Board resolved to take no further action with respect to this issue.

Given this matter was first raised following a major incident in the North Sea, the Board had some discussion relating to the issue of policing of the North Sea. In order to provide further information on this issue, the Chief Constable offered to bring a report

to a later meeting of the Board outlining the current set up with respect of policing the North Sea.

**The Board Resolved:**

- To note the update provided
- To take no further action with respect to this issue.
- To note that the Chief Constable will bring a report to a future meeting of the Board with respect to the policing of the North Sea

**ON-GOING DEVELOPMENT OF BOARD AND MEMBERS**

11. The Board had before it a report from the Depute Clerk set out a range of proposed initiatives which aim to develop both Members and the efficient workings of the Board.

The Depute Clerk introduced the report and advised that over the past year there has been significant development work undertaken including the revision of the Board Standing Orders and the review of the Sub Committee structures and remits, the development of the Board web pages and the electronic production of agenda. It is thought to be essential to continue to progress this development in order to assist the Board to continue to improve in terms of its governance and scrutiny role and to give opportunities to Members to further develop their knowledge and skills in relation to the duties and responsibilities of the Board.

The report outlined role descriptions for the Board Convener, Board Vice Conveners and Board Members which Members were asked to review and provide feedback on. In addition, the report set out a proposal for the more effective distribution of Board Agendas using electronic systems where appropriate. The report also set out a range of proposals for continuing development activities for Members and the Board were requested to give consideration to these.

Finally, the report suggested that a Working Group of Members be established in order to assist the Depute Clerk in progressing activities in this area.

**The Board Resolved:**

- To agree that paper copies of the Board Agenda would be issued to Board Members, Substitutes and the Force Executive only and that all other interested parties would be invited to access the meeting papers on-line
- To give consideration to the specific role descriptions set out within Appendix One of the report and provide feedback to the Depute Clerk
- To instruct the Depute Clerk to commence work on a training needs analysis for Board Members and to thereafter prepare development plans and a training programme for agreement by the Board
- To instruct the Depute Clerk to arrange training / briefing sessions to take place at the conclusion of alternate Board meetings and to ensure that an early session covers financial planning and dealing with the impact of current budget constraints

- To instruct the Depute Clerk to develop a handbook for Board Members
- To establish a Working Group to oversee and informed this on-going development work and to appoint Councillors Greig, Hendry, K Stewart and McKail to this Working Group along with a Member from Moray Council to be identified.

## **INDEPENDENT CUSTODY VISITING SCHEME**

- 12.** The Board had before it a report from the Depute Clerk which provided a further update with respect to the development of an Independent Custody Visiting Scheme in Grampian.

Ms F Smith introduced the report and advised that the ICVS Sub Committee had interviewed 5 volunteers on 6<sup>th</sup> November 2010 and recommended that all 5 be appointed as Independent Custody Visitors. Arrangements were now in hand to conduct necessary vetting and security checks prior to these appointments being made. In addition, familiarisation visits for these volunteers is to be arranged. In addition, the Sub Committee also agreed to appoint 3 volunteers who had previously been trained and attended familiarisation visits.

The Board noted that Mr Brian Pirie, Scottish Representative from ICVA had supported the volunteer training and the resolved to sent its thanks to Mr Pirie for this assistance.

Ms Smith further advised of the forecast timescale of visits commencing and noted that, in the first instance, visit would only be conducted in the three principal custody facilities, until such time that further volunteer recruitment enables this coverage to be extended.

The Convener welcomed the update report and expressed his delight that visits would soon commence. Councillor McKail wished the Board to note that Ms Smith has driven this development and wished the Board to record its thanks to her for this effort.

### **The Board Resolved:**

- To note the report
- To record the appreciation of the Board of the support provided by Brian Pirie in the development of an Independent Custody Visiting Scheme in Grampian
- To record the thanks of the Board to Fiona Smith, Scheme Administrator, for her efforts in progressing the development of an Independent Custody Visiting Scheme in Grampian

## **EXEMPT INFORMATION**

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



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

## **VERBAL UPDATE FROM THE CHIEF CONSTABLE**

13. Assistant Chief Constable Colin Menzies provided the Board with a verbal update on current operational matters including details on on-going high profile enquiries, recent crime detection successes and relevant legislative changes, particularly in relation to custody matters.

There followed an opportunity for Members to seek additional information with respect to a range of issues including the Scottish Policing Awards and the role of the Forensics Laboratory at Nelson Street in investigating recent high profile crimes.

### **The Board Resolved:**

To note the update

## **NEW HEADQUARTERS PROJECT**

14. **Councillor Al-Kowarri, Councillor Collie and Councillor Shepherd all declared an interest in this item by virtue of each of their membership of the Grampian Joint Fire & Rescue Board. Councillor Al-kowarri, Councillor Collie and Councillor Shepherd did not consider that the nature of each of their interest required any of them to withdraw from the meeting.**

**Councillor Kevin Stewart declared an interest in this item by virtue of his substitute membership of the Grampian Joint Fire & Rescue Board. Cllr Stewart did not consider that the nature of his interest required him to withdraw from the meeting.**

The Board had before it a report from the Chief Constable which provided an update with respect of site options and general progress in relation to developing the new Headquarters project and sought the Boards approval to close the project at this time.

The Director of Corporate Services introduced the report and advised that at present, none of the identified possible site options are available and no new appropriate sites have yet been identified. Given this situation, and the current position with respect to police budgets and potential changes to staff numbers and configuration of the Force, it is recommended that the project be closed at this time.

Ms Williams advised that officers will continue to any new potential sites and report to the Board should any new site become available.

The Convener noted that this outcome was extremely disappointing to all involved. He noted the effort and commitment of the project team towards this project and the regret that progress has not been made towards a new headquarters being available.

The Depute Clerk noted that, following the last Board meeting, she had written to the Grampian Joint Fire & Rescue Board to seek a joint meeting regarding a joint headquarters. Should the Board decide to close the project, she would write to it again to advise of this.

Councillor K Stewart noted his appreciation for the reasons behind closing the project but sought assurance from the Force that all available options will continue to be appraised. The Chief Constable provided this assurance and advised that the Force would revert to the Board in due course should any developments in this matter take place.

**The Board Resolved:**

To close the new Headquarters project at this time.

**GRAMPIAN POLICE HOUSING STOCK**

15. The Board had before it a report from the Chief Constable which updated Members on a recently reported Lands Tribunal Decision, *Cochrane v Grampian Joint Police Board*.

The Director of Corporate Services introduced the report and advised that the *Cochrane v Grampian Joint Police Board* Lands Tribunal decision was determined in favour of the Board.

**The Board Resolved:**

To note the report.

**CAPITAL PLAN – PROVISION FOR ARMED POLICING**

16. The Board had before it a report from the Chief Constable which outlined a requirement to make provision in the Force's 2010/11 Capital Plan for the purchase of enhanced weapons and equipment for issue to Grampian Police's Authorised Firearms Officers. The report further outlined the external drivers and operational need which necessitate this provision.

Assistant Chief Constable Colin Menzies introduced the report and provided a detailed explanation to Members of the external drivers and operational need for the purchase of enhanced weapons and equipment for issue to Grampian Police's Authorised Firearms Officers.

**The Board Resolved:**

To approve the provision for purchase of enhanced weapons and equipment in the Force's 2010/11 Capital Plan.

**COUNCILLOR M GREIG  
CONVENOR**