



GRAMPIAN JOINT POLICE BOARD

COMMITTEE: GRAMPIAN JOINT POLICE BOARD
DATE: 4TH MARCH 2011
TITLE OF REPORT: BOARD DEVELOPMENT ACTION PLAN

1. PURPOSE OF REPORT

The purpose of this report is to update Members in relation to on-going development initiatives which aim to develop both Members and the efficient workings of the Board, and seek approval of the Development Action Plan attached as Appendix 1.

2. RECOMMENDATION(S)

It is recommended that the Board:-

- 2.1 Agrees the draft Development Action Plan;
- 2.2 Instructs the Depute Clerk to progress the Development Action Plan in conjunction with the Complaints Sub-Committee, Stewardship Sub-Committee and Development Working Group, as appropriate,
- 2.3 Instructs the Depute Clerk to submit regular update reports to the Board for information; and
- 2.4 Agrees the specific role descriptions set out at Appendix 2 and instructs the Depute Clerk to issue a formal copy to all Members;

3. FINANCIAL IMPLICATIONS

There are no specific financial implications arising from the content of the Report, however the introduction of the initiatives set out should assist the Board in planning and monitoring budgets going forward.

4. SERVICE & COMMUNITY IMPACT

There are no specific impacts, however the development work proposed should increase the accessibility of the Board and Members, as well as reinforce the already strong community links in existence.

5. OTHER IMPLICATIONS

The Report will have resource implications insofar as it requires additional work to be carried out by the Clerk's office,

6. REPORT

- 6.1 Members will be aware that there has been significant development work undertaken over the last year e.g. the revision of Standing Orders and the review of the sub-Committee structure and remits, development of the website and electronic production of agendas etc. It is important that this work be progressed, so that the Board continues to improve in terms of its governance and scrutiny role. It is also important that Members are given opportunities to further develop their knowledge and skills in relation to the duties and responsibilities of the Board. As such, the Depute Clerk has produced a draft Development Action Plan for consideration by Members. This plan is an overarching document which sets out to list all current development and improvement activity as a means of ensuring that Members are aware of the on-going work and also to assist the Board in over-seeing this work.
- 6.2 In addition to the above, the Board will be aware that the recent Best Value audit and inspection Report outlined several areas where the Board should seek to improve its performance. Some, if not all, of these improvements are already being progressed, as many were identified by the Board prior to publication of the Best value Report. In order to provide Members with an overview of all outstanding development work, these actions have been incorporated within the draft Development Action Plan and are identified as such. The draft Development Action Plan will be updated following the Board meeting to reflect the steps agreed by the Board to implement the necessary Best value Report improvements.
- 6.3 Informal development sessions were held for the Complaints Sub-Committee, Stewardship Sub-Committee and Development Working Group on 4th February 2011. These sessions provided Members of those sub-committees with an opportunity to consider the remit of each and how it might be discharged. The sessions also identified training and development requirements. The actions arising from these sessions have also been added to the over-arching Development Action Plan, again to ensure that all Board Members have a clear picture of all on-going development and training work. Individual action plans will be prepared for each of the sub-committees to monitor implementation, and progress reports will be submitted to the Board on a regular basis.
- 6.4 Scottish Government guidance sets out the various roles and responsibilities of the Board and Members containing both a description of some of the statutory provisions relating to police boards, and a number of suggestions on good practice. The guidance also provides a general framework for the role of police authorities. In order to assist Members in discharging their role and to demonstrate an overarching philosophy of continuous improvement of the Board draft specific role descriptions have been prepared for the roles of Convener, Vice Convener and a generic Member role. These were submitted

to Members for comment at the last meeting of the Board and are now presented for agreement. Once agreed, copies of the role descriptors will be issued to all Members and incorporated within the Member's Handbook which is currently under development.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None

**Karen M Donnelly
Depute Clerk
24th February 2011**