

## GRAMPIAN JOINT POLICE BOARD

Committee Room 1, Woodhill House, Aberdeen, 23<sup>rd</sup> March 2012 - Minute of Meeting of **GRAMPIAN JOINT POLICE BOARD**.

Present:-

- Councillor Greig, Convener
- Councillor Hendry, Vice Convener
- Councillor Al-Kowarri
- Councillor Bell
- Councillor Dunbar
- Councillor Farquharson
- Councillor Hood (as substitute for Councillor Cox)
- Councillor Mair
- Councillor McGillivray
- Councillor McKail
- Councillor Penny
- Councillor Webster
- Councillor West (as substitute for Councillor K Stewart)

In Attendance:-

- Mr Colin McKerracher, Chief Constable, Grampian Police
- Mr Colin Menzies, Assistant Chief Constable, Grampian Police
- Mr Gary Craig, Deputy Director of Corporate Services, Grampian Police
- Mr Martyn Buckley, Acting Head of Finance, Grampian Police
- Chief Inspector Nick Topping, Staff Officer, Grampian Police
- Mr Barry Jenkins, Treasurer
- Ms Karen Donnelly, Depute Clerk
- Ms Karen Riddoch, Committee Services Officer, Aberdeen City Council
- Ms Fiona Smith, Policy & Advice Officer, Aberdeen City Council

### **APOLOGIES FOR ABSENCE**

1. Apologies for absence were intimated on behalf of Councillors Cox, Shepherd and Kevin Stewart, MSP, Ms J MacEachran, Clerk to the Board, Mr John McNab, Deputy Chief Constable, Mr Billy Gordon, Assistant Chief Constable, Ms K Williams, Director of Corporate Services, Grampian Police and Rachel Brown, Audit Scotland.

### **MINUTE OF GRAMPIAN JOINT POLICE BOARD OF 4<sup>TH</sup> NOVEMBER 2011**

2. The Board had before it, and approved as a correct record, the minute of its meeting of 4<sup>th</sup> November 2011.

### **The Board resolved:-**

To approve the minute as a correct record.

## **MINUTE OF GRAMPIAN JOINT POLICE BOARD BUDGET MEETING OF 20<sup>TH</sup> JANUARY 2012**

3. The Board had before it, and approved as a correct record, the minute of its Budget meeting of 20<sup>th</sup> January 2012.

### **The Board resolved:-**

To approve the minute as a correct record.

## **MATTERS ARISING**

4. With reference to article 5 of the minute of the Budget meeting held on 20 January, 2012, Councillor McKail requested an update relating to the Commanders allocated to areas. The Chief Constable advised that he had spoken to each Chief Executive from the three local authorities and that he would like to have a Commander in place for each local authority, however this ultimately be for the Chief Constable of the Single Service to decide.

The Chief Constable further advised that there was a meeting being held today with all Chief Constables at Tulliallan to discuss the Reform and how the territories would be aligned. Ms Karen Williams was attending the meeting substituting for the Chief Constable.

The Convener requested that a report be brought to the next meeting of the Board relating to the Police Reform and that an Update on Police Reform become a standing item for future Board Meetings to allow for Members to be kept up to date..

### **The Board resolved:-**

- (i) To instruct the Clerks Office to ensure that Police Reform was included as a standing order for future agendas;
- (ii) To request that a comprehensive report on Police Reform be submitted to the next Board meeting in June 2012; and
- (iii) To otherwise note the information provided.

## **MINUTE OF THE GRAMPIAN JOINT POLICE BOARD COMPLAINTS SUB-COMMITTEE MEETING OF 12<sup>TH</sup> MARCH 2012**

4. The Board had before it, and those Board Members who are appointed to the Complaints Sub Committee approved as a correct record, the minute of the Grampian Joint Police Board Complaints Sub-Committee of 12<sup>th</sup> March 2012.

### **The Board resolved:-**

Those Members of the Board who are appointed to the Complaints Sub Committee approved the minute as a correct record.

## **MINUTE OF THE GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB-COMMITTEE MEETING OF 12<sup>TH</sup> MARCH 2012**

5. The Board had before it, and those Board Members who are appointed to the Stewardship Sub Committee approved as a correct record, the minute of the Grampian Joint Police Board Stewardship Sub-Committee of 12<sup>th</sup> March 2012.

**The Board resolved:-**

Those Members of the Board who are appointed to the Stewardship Sub Committee approved the minute as a correct record.

**MINUTES OF THE GRAMPIAN JOINT POLICE BOARD COMPLAINTS SUB-COMMITTEE**

6. The Board had before it and noted for information the following minutes of the Grampian Police Joint Board Complaints Sub-Committee:-
- 19<sup>th</sup> September, 2011
  - 7<sup>th</sup> October, 2011
  - 28<sup>th</sup> November, 2011 and
  - 17<sup>th</sup> February, 2012

**The Board resolved:-**

To note the minutes.

**MINUTES OF THE GRAMPIAN JOINT POLICE BOARD STEWARDSHIP SUB-COMMITTEE**

7. The Board had before it and noted for information the following minutes of the Grampian Joint Police Board Stewardship Sub-Committee:-
- 19<sup>th</sup> September, 2011 and
  - 28<sup>th</sup> November, 2011.

**The Board resolved:-**

To note the minutes.

**GRAMPIAN JOINT POLICE BOARD UPDATED BUSINESS STATEMENT**

8. The Board had before it the updated Board business statement dated 23<sup>rd</sup> March 2012.

The Depute Clerk advised that all actions that the Board had set out to achieve had been completed and tendered her thanks to everyone involved.

**The Board resolved:-**

To note the information.

**REVENUE EXPENDITURE MONITORING REPORT**

9. The Board had before it a report from the Chief Constable and the Treasurer which presented the Revenue Budget Monitoring Report for the period to 29 February, 2012.

The Treasurer introduced the report which detailed that the Force were currently projecting an under spend of £2.954m for 2011/12 against an approved net revenue budget of £112.561m. Appendix A to the report provided a detailed account of the Force's revenue expenditure and associated funding.

The report highlighted that the majority of the savings (£1.4m) were a direct result of the reduced recruitment of Police Officers.

The forecast position on reserves for 2011/12 totalled £6.845m. Discussions were currently on-going between the Scottish Government, COSLA, ACPOS and individual forces relating to the potential transfer of reserves due to the fact that the new single force would be unlikely to hold reserves. Any balance of uncommitted reserves was likely to transfer back to the Constituent Authorities and the Scottish Government.

The Board at its meeting in January 2012 agreed to commit £3.3m of the revenue reserves for part funding of the new custody facility in Aberdeen which would leave £3.5m of uncommitted reserves prior to the move to the new Police Service for Scotland.

Councillor McKail requested information on what would happen when it came to splitting up the Police Officers into each area wherein the Chief Constable advised that the Force would provide a breakdown of Officer allocation for each area to the new Single Force.

Councillor McKail also asked whether the Force had been paid for assisting with the recent riots in England wherein Gary Craig advised that the figures had been agreed but was not sure if the Force had received their share yet, however the money would be paid into this year's accounts.

Councillor Hood enquired as to why the service costs for computer maintenance and software was so high and whether it would be more beneficial to purchase new equipment. Gary Craig advised that he would find out and reply to Councillor Hood.

**The Board resolved:-**

To note the report.

**CAPITAL MONITORING REPORT**

10. The board had before it a report from the Chief Constable and the Treasurer which provided an update on the progress of the 2011/12 Capital Plan, on the projected out-turn for the year and highlighted any changes since the previous meeting.

The Treasurer introduced the report and advised that the 2011/12 Capital Plan had a total budget of £3.031m which was funded by a combination of capital grant, capital receipts and revenue financing. Appendix A to the report presented the Capital Plan for 2011/12 and the three subsequent years.

The report advised that the largest project in the capital plan was the construction of the new custody site in Aberdeen which had a budgeted capital

cost of £10m. Another project that had been approved was for the upgrade of CCTV equipment at a total estimated cost of £404,000.

Councillor McKail requested further information in relation to item 3 (Annual Vehicle Replacement); item 5 (Suspect Digital Interview Recording); item 12 (Extension to Laboratory at Nelson Street); item 21 (Unallocated Capital Funds); and item 22 (Discrete Expenditure).

Gary Craig advised that a number of vehicles were replaced each year to ensure that there was a relatively modern fleet and also mileage of the vehicles was considered when replacing vehicles. Some of the equipment systems used for interviewing was older and required to be replaced; this was done in line with the national drive for use in Child Protection cases. The SSPA were responsible for the forensics lab in Aberdeen and its long term future and that it would ultimately be up to the new Chief Constable of the Police Service of Scotland to decide where it would be best to have forensic labs and officers.

**The Board resolved:-**

- (i) To note that a report on the Forensic Lab in Aberdeen would be submitted to the next meeting of the Board;
- (ii) To note the report; and
- (iii) To approve the revised Capital Plan.

**QUARTER 3 FORCE PERFORMANCE REPORT**

11. The Board had before it the performance report from the Chief Constable which summarised the Force's performance during quarter 3 of 2011/12. The report should be considered in conjunction with the document (Continuing Our Platform For Success 2011/12) which outlines the Force's strategic direction for the year.

Mr Menzies introduced the report and provided an overview of the details of the report. Mr Menzies advised that the report showed that the Force continued to sustain performance and also invited members to seek further information in any area of interest.

Councillor Hood sought clarification on the reasons for fatal accidents and serious injury collisions whereupon Mr Menzies advised that he did not have this detailed information and would forward it to Cllr Hood after the meeting.

Councillor Farquharson sought additional information relating to Serious Organised Crime and Drugs, specifically on the cash value of drugs seized. The Chief Constable advised that the focus was more on the number of organised crime groups that had been disrupted rather than solely on the monetary value of seizures. Mr Menzies stated that information that he receives has shown that the twenty known Organised Crime Groups operating in Grampian over the last 12 months had been disrupted or stopped completely.

Councillor McKail sought information relating to diverting young people away from the Children's Reporter whereupon Mr Menzies stated that the process had changed which meant that the targeted result may take longer, however the best outcome for each child was an important change. The Chief Constable advised that the process had been formally assessed and that the report would be shared with members.

Councillor Webster noted that there was a new indicator relating to violence and that a high percentage of violent crimes were related to alcohol and requested information on the kind of initiatives that could be implemented to improve in this area. Mr Menzies advised that the Force were left to deal with the consequences of alcohol related incidents however the Force were providing more information to Licensing Boards and had more involvement with licensing applications.

The Convener indicated that it was an excellent report and noted that there had been improvements with the Local Policing Teams. He also asked if there was potential to resolve issues via email due to the increase of the public communicating with the Police in this format. The Chief Constable advised that the Force were currently looking at how they can communicate with the public which included the use of email and social networking.

**The Board resolved:-**

- (i) To note that the report relating to the process for diverting children away from the Children's Reporter would be circulated to members;
- (ii) To note the praise given to the Special Constables and the Local Policing Teams; and
- (iii) To otherwise approve the report.

**LOCAL SCRUTINY AND ENGAGEMENT PATHFINDER PROJECT**

12. The Board had before it a report from the Chief Constable which provided information relating to the developments in the local scrutiny and engagement Pathfinder Project.

Mr Menzies introduced the report and advised that meetings with representatives for each local authority and the Chief Constable were ongoing to discuss the level of support for the Pathfinder Project.

The report advised that the Police and Fire Reform (Scotland) Bill which was introduced in early 2012 included a framework for the delivery of local scrutiny and engagement arrangements which all local authorities and the new services would need to implement when the legislation was enacted. The Pathfinder Project would trial the new arrangements as set out in the Bill and could commence from April 2012. The Police and Fire services were currently progressing with the local arrangements which included the development of draft Policing Plans and potential Performance Management Information.

**The Board resolved:-**

- (i) To note the progress of the Pathfinder Project;
- (ii) To otherwise note the report.

**CONTRACT FOR FORCE INSURANCE**

13. The Board had before it a report from the Chief Constable which sought ratification as to the preferred supplier for the provision of Insurance Services.

Mr Craig introduced the report and advised that a preferred bidder had been chosen and that there were break out clauses included wherein the Force could break the contract at the end of each year.

The report advised that Grampian Police's current insurance programme is placed with two main carriers, one covering the motor fleet and the other for the whole account including buildings and contents, employers liability, third party liability, engineering, personal accident and travel, both of which expire 31<sup>st</sup> March 2012.

The report further advised that an insurance tender for the new period of insurance commencing 1<sup>st</sup> April 2012 had been conducted and using the preferred supplier would achieve significant premium savings. The total cost for insurance from Zurich Municipal was £479,013 annually.

Councillor Hood expressed his congratulations to the staff involved with the process.

Councillor Bell sought information on whether or not Zurich would also be able to break out of the contract after 12 months whereupon Mr Craig advised that he would check the policy and write to Councillor Bell.

**The Board resolved:-**

To approve that the Force Insurance underwriter be awarded to Zurich Municipal for all policies from 1<sup>st</sup> April 2012 for a period of three years.

**GRAMPIAN INDEPENDENT CUSTODY VISITING SCHEME**

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

Ms Smith introduced the report and highlighted that sixteen visits had been conducted for the period October 2011 to February 2012.

The report advised that the Scheme had appointed seven volunteer custody visitors and that the Scheme covered the main custody facilities with two visits each per month. The target for the facilities in Fraserburgh and Aberdeen have not been met which is mainly due to transport issues and that the volunteers were unable to commit sufficient time to attend two per month.

The report further advised that during each visit, the custody visitors are required to complete a report summarising details of the number of detainees held at the time of the visit, the number of visits offered and a summary of their findings.

Ms Smith explained that a further recruitment campaign was currently being planned and was envisaged to commence during June 2012 which would hopefully recruit a further thirteen to twenty three volunteers as required to meet the current programme for visits for each facility.

Councillor McKail expressed his thanks to Ms Smith for the work done on the Scheme to date.

**The Board resolved:-**

To note the contents of the report.

## **SCOTTISH POLICE SERVICES AUTHORITY (SPSA) ICT AGREEMENT – VARIATION OF AGREEMENT**

15. The Board had before it a report from the Depute Clerk which sought the Board's instruction with respect to a variation of the ICT Agency Agreement which existed between the eight Scottish Police Authorities, ACPOS and the Scottish Police Services Authority.

Ms Donnelly introduced the report and advised that the current Agency Agreement that was approved on 8<sup>th</sup> May 2009 was due to expire 31<sup>st</sup> March 2012 and therefore a variation to the agreement would be required.

### **The Board resolved:-**

To approve the proposed variation to the Agency Agreement and instruct the Depute Clerk to arrange for completion of all necessary documentation to achieve this.

## **GRAMPIAN JOINT POLICE BOARD – BOARD REVIEW REPORT**

16. The Board had before it a report by the Depute Clerk which provided an overview of the Board's main areas of activity over the period of its current term.

The Depute Clerk introduced the report and advised that the report highlighted the significant achievements made by the Board and that the period between 2007 and 2012 had been one of significant development for the Board and one of significant change within the police service at a local and national level. During this time the Board maintained an effective role within the governance structure for Grampian Police. The report contained a detailed account of various actions, projects and improvements that the Board had been involved in and advised that following the Best Value Audit on Grampian Police and the Grampian Joint Police Board that was completed during June and July 2010, the Board implemented an improvement plan to address the twelve improvement actions, 6 for the Board, 4 for the Force and 2 joint actions that were contained in the HMICS and Audit Scotland report which had all been addressed.

The Convener expressed his sincere thanks from the Board at the end of its term to the Force at all levels as a joint governance organisation and as the policing organisation in the North East, to the Clerks Office and the Finance Team and to all of the Board's partners. The Convener requested that the Chief Constable convey to every officer and staff member thanks from the Board and on behalf of the people of the North East, for their dedication and service.

The Chief Constable expressed his thanks to the Board for the trust placed on the Force to carry out their vision for the North East and also for taking the Force into accountability ensuring that there was good governance arrangements in place.

### **The Board resolved:-**

- (i) To approve the wording of the Board's contribution to the 2011/12 Grampian Police Annual Report which was detailed in section 6.10 in the report;
- (ii) To approve the Board Review Report for the period May 2007 to May 2012 as detailed in sections 6.1 to 6.9 in the report;
- (iii) To instruct the Depute Clerk to forward a copy of the Board Review Report to partners and stakeholders; and
- (iv) To otherwise note the contents of the report.



## **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 Press and public be excluded from the meeting during consideration of the items so as to avoid disclosure of the information of the class described in the following paragraphs of Schedule 7(A) to the Act:- Article 17 (paragraph 14), Article 18 (paragraph 8), Article 19 (paragraph 8) and Article 20 (paragraph 1).**

## **OLYMPIC GAMES 2012**

17. The Board had before it a report from the Chief Constable which provided information on the current situation in terms of the planning and projected resource abstraction for policing the Olympic Games in 2012 and for the Olympic Torch Relay.

Mr Menzies introduced the report and summarised the arrangements in place for both the forthcoming Olympic Torch Relay and the Summer Olympic Games in London.

### **The Board resolved:-**

To note the content of the report.

## **PROPOSED NEW PETERHEAD OPERATIONAL OFFICE AND CUSTODY SUITE**

18. The Board had before it a report from the Chief Constable which sought approval to progress a project to construct a replacement Police Office in Peterhead.

Mr Menzies introduced the report and advised that options for a site for constructing a new Office had been discussed for several years. He further approached that, working with partners, a suitable site has now been identified.

The report also provided information on the benefits of using North Territory Hub Co for the procurement of a design team and contractor for the project.

### **The Board resolved:-**

- (i) To note the contents for the report and agree to the Heads of Term for the purchase of the identified site in Peterhead from Aberdeenshire Council;
- (ii) To agree to utilising the North Territory Hub Co for the design team and contractor for the build and to issue a New Project Request (NPR) in relation to the project; and
- (iii) To note that progress against the project programme and final agreement to process, having regard to a Predicted Maximum Price, would be reported to the June Board for approval.

## **PROPOSED NEW ABERDEEN CUSTODY SUITE**

19. With reference to article 6 of its minute of meeting of 20<sup>th</sup> January 2012, the Board has before it a report from the Chief Constable which provided an update on the progress made and the current position in relation to the proposed Aberdeen Custody Suite Project.

Mr Menzies introduced the report and advised that the project was progressing on time in line with the programme of works that had been set out for the project.

**The Board resolved:-**

To note the contents of the report and that final agreement to lodge a planning application, based on an agreed design and having regard to a Predicted Maximum Price, would be reported to the June meeting of the Board for approval.

**STAFFING MATTERS**

20. With reference to article 7 of its meeting of 20 January 2012, the Board had before it a report from the Depute Clerk which provided an update in respect to the Chief Constable's Contract of Employment.

The Board discussed the contents of the report in detail and were content to approve the recommendations detailed within the report.

**The Board resolved:-**

- (i) To agree to extend the tenure of the Chief Constables from 2 April 2012 until 31<sup>st</sup> March 2013 in accordance with the terms set out within the report;
- (ii) To note that a further report detailing the Chief Constables PDR Review for 2011/12 would be presented to the Board at a later date.
- (ii) To otherwise note the contents of the report.

**CONVENERS ANNOUNCEMENT**

21. The Convener expressed his thanks to the Board for their work and loyalty to the mission of the Board over the last five years in protecting victims and promoting policing priorities and needs for the North East.

- Councillor M Greig, **Convener**