



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 Board's 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

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- 8. BACKGROUND PAPERS**
None

KAREN M DONNELLY
DEPUTE CLERK

15TH MARCH 2013