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Author:	Lesley Brines	Organisation:	Police Scotland
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MINUTES OF THE SENIOR LEADERSHIP BOARD

DATE: 18.09.13
LOCATION: Chief Constable's Conference Room, Stirling
CHAIR: Sir Stephen House, Chief Constable

MEMBERS PRESENT

Sir Stephen House, Chief Constable
Neil Richardson, Deputy Chief Constable (Designate)
Rose Fitzpatrick, Deputy Chief Constable (Local Policing)
Derek Penman, Assistant Chief Constable (Local Policing North)
Mike McCormick, Assistant Chief Constable (Local Policing East)
Wayne Mawson, Assistant Chief Constable (Local Policing West)
Ruaraidh Nicolson, Assistant Chief Constable (Organised Crime, Counter Terrorism & Safer Communities)
Malcolm Graham, Assistant Chief Constable (Major Crime & Public Protection)
Bernard Higgins, Assistant Chief Constable (Operations)
Allan Macleod, Interim Director, Finance & Resources
John Gillies, Interim Director, Human Resources
Susan Mitchell, Executive Lead for Transformation

IN ATTENDANCE

David Gilfillan (representing Mr Leven)
Paul Martin, Police Inspector (Item 6.1)
Gill Boulton, Chief Inspector (Item 6.2)
Andy Bates, Chief Superintendent, Local Police Commander, Glasgow
Mark Williams, Chief Superintendent, Local Police Commander, Edinburgh
Gillian MacDonald, Chief Superintendent, Executive Support
Clarke Callaghan, Chief Inspector, Executive Support
Lesley Brines, PA, Chief Constable's Secretariat (Minute Taker)

1 CHAIRMAN'S OPENING REMARKS

Chief Constable Sir Stephen House welcomed everyone to the Senior Leadership Board.

2 APOLOGIES

Apologies for absence were noted from DCC Iain Livingstone, DCC Steve Allen, Ms Lucy Adamson and Mr Martin Leven.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the last meeting were approved by members present.

4 MATTERS ARISING

4.1 Action Log

Chief Inspector Callaghan provided an overview of current actions with members providing additional updates where appropriate.

5 GOVERNANCE

5.1 Governance Reports

The Chief Constable provided members with an update on Commonwealth Games arrangements in the absence of DCC Allen.

Mr Gillies discussed the forthcoming Superintendent process. It was agreed that consideration would be given to applicants who would require further development at the time of the process but had potential with appropriate operational experience being gained prior to promotion.

Members discussed VR/ER costings. Mr Gillies was actioned to discuss further with Mr Macleod and Mrs Mitchell and provide an update to the next SLB meeting.

Action: Mr Gillies to discuss VR/ER costings further with Mr Macleod and Mrs Mitchell and provide an update to the next SLB meeting.

6 FOR DISCUSSION

6.1 Divisional Shoulder Numerals (Unique Identifiers)

ACC Higgins tabled a paper to members on the options for unique Divisional shoulder numerals to replace multiple duplicate shoulder numbers which are currently in existence. Inspector Paul Martin discussed the various options in detail with members noting that additional work had still to take place around a national SCOPE system and national Command and Control. It was noted that further work was required to establish unique lettering for specialisms which Inspector Martin was currently progressing. Members agreed on

Option 3: to provide all officers with a new style embroidered epaulette creating a single corporate image. Members also agreed that 3 sets of epaulettes would be provided to each officer with the cost being met from the Reform Budget.

6.2 Equality and Diversity Action Plan

Chief Inspector Boulton provided members with an update on work ongoing in relation to the development of the Equality and Diversity Governance Group including work undertaken to record and monitor the delivery of equality and diversity activity throughout Police Scotland.

The Chief Constable requested a quarterly agenda item be added to the Senior Leadership Board to update members on the work of the Equality and Diversity Governance Group.

Action: Chief Constable's Secretariat to ensure an item on Equality and Diversity Governance Group updates be added to the SLB agenda on a quarterly basis.

Members endorsed the suggested approach to progress this work. DCC Fitzpatrick confirmed she would discuss Local Policing representation off table with Chief Inspector Boulton.

6.3 This item was the subject of a Closed Minute.

6.4 Draft Property Strategy

Mr Macleod, along with ACC Penman, tabled a paper and revised Property Strategy which reflected comments made at the last SLB Meeting. Mr Macleod confirmed the Property Strategy would be submitted to the SPA at a forthcoming Members Meeting. Mr Macleod was actioned to add a one page factsheet to the front of the Strategy to assist SPA members. Further to this, members agreed the recommendations contained within the paper.

Action: Mr Macleod to insert a factsheet at the front of the Property Strategy.

6.5 Establishment of a Scottish Multi-Agency Resilience Training and Exercise Unit (SMARTEU)

ACC Higgins provided members with an overview of the strategic proposal to establish a SMARTEU. Members agreed the recommendations contained within the paper in principle however requested further information be provided to a future meeting which should include the detail of funding arrangements.

6.6 This item was the subject of a Closed Minute.

6.7 Awards and Ceremonies – Scottish Policing Awards

ACC Mawson provided members with an update on an action from a previous SLB Meeting to review Scottish Policing Awards. It was agreed that the SPA should be invited onto the Internal Awards Judging Panel for decisions on Excellence Awards which would be chaired by DCC Richardson and would include an ACC and Chief Superintendent. Members also agreed that Excellence Awards should be jointly branded by Police Scotland and the Scottish Police Authority.

6.8 Oath of Office Proposals for Implementation

ACC Mawson tabled a paper on the options and recommendations for future implementation of Oath of Office ceremonies for Special Constables and Probationer Constables as they are sworn in to serve as officers of Police Scotland. The Chief Constable confirmed his intention to attend Probationer Constable Oath of Office ceremonies and it was agreed that the geographical ACC would attend, with a DCC if possible, for the Special Constables. Further to this, members approved the recommendations within the paper.

6.9 Long Service and Good Conduct Awards

ACC Mawson updated members on proposals for the frequency of Long Service and Good Conduct Awards ceremonies and provided recommendations on the structure and administration of the ceremonies. The Chief Constable confirmed that he would attend these ceremonies and that an SPA representative should be invited to attend with the option to provide a short input. Following discussion, members agreed Option 6 whereby ceremonies would be held bi-annually utilising 3 venues, namely Aberdeen, Tulliallan and Glasgow.

6.10 This item was the subject of a Closed Minute.

7 AOB

No further business was discussed.

8 DATE OF NEXT MEETING

The next meeting of the Senior Leadership Board will be held on Wednesday 16 October 2013 at 1400 hours within the Chief Constable's Conference Room, Stirling (please note change of venue).