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MINUTES OF THE SENIOR LEADERSHIP BOARD

DATE: 21.01.15
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)
Malcolm Graham, Assistant Chief Constable (Major Crime and Public Protection)
Campbell Thomson, T/Assistant Chief Constable (Local Policing North)
Kate Thomson, T/Assistant Chief Constable (Local Policing East)
Mike McCormick, Assistant Chief Constable (5C)
John Gillies, Director of People and Development
Ms Janet Murray, Director of Financial Services
Mrs Susan Mitchell, Director of Corporate Services
Martin Leven, Director of ICT
Alison Shields, Head of Corporate Communications

IN ATTENDANCE

Lucy Adamson, Strategic Communications Advisor
Andrew Bates, Chief Superintendent, Divisional Commander, Glasgow
Mark Williams, Chief Superintendent, Divisional Commander, Edinburgh
Andrew Morris, Chief Superintendent, Executive Support
Brian McNulty, Chief Superintendent, Criminal Justice (Item 6.1)
John Pow, Chief Superintendent, Leadership & Professional Development (Items 6.2 and 6.3)
Lesley Brines, Senior Executive Support Officer, 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 were noted from DCC Iain Livingstone, ACC Bernard Higgins, ACC Ruairaidh Nicolson, T/ACC Nelson Telfer, Ms Alison Shields and Mr Darren Burgess.

3 MINUTES OF PREVIOUS MEETING

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

4 MATTERS ARISING

4.1 Action Log

Chief Superintendent Andrew Morris provided an overview of current actions with members providing additional updates where appropriate.

5 GOVERNANCE

5.1 Governance Reports

Members noted previously submitted Governance Reports.

Following on from discussion at the last meeting, Chief Superintendent Morris was actioned to progress Mrs Mitchell's suggestion that Directors submit reports provided to the DCC Designate Board to replace existing Governance Reports.

Action: Chief Superintendent Morris to ensure reports from Directors are received in revised format.

5.2 i6 Programme Update

DCC Richardson confirmed work was progressing as planned. Members noted that discussion had taken place on this subject at the last Justice Committee.

5.3 C3IR Update

ACC McCormick updated members on progress in relation to the various stages of the Contact, Command and Control Integration and Remodelling Project. Further discussion was the subject of a Closed Minute.

6 FOR DISCUSSION

6.1 This item was the subject of a Closed Minute.

6.2 Leadership Survey Results

Chief Superintendent Pow provided members with a summary of the recent Leadership Survey results and confirmed that the data had been analysed in detail. Members noted that an article had been prepared for staff and would be published next week. It was confirmed that a lot of positive feedback had been received and progress towards strategic policy development was discussed.

Chief Superintendent Pow confirmed his intention to use the survey data to assist in future training for Sergeants. DCC Fitzpatrick also suggested the development of Area Commanders within this process. Chief Superintendent Pow advised that a paper was due to be tabled at the Human Resources Working Group followed by the SPA Private Members Meeting in February to ensure that SPA had awareness of the developing work. Chief Superintendent Pow was actioned to ensure ASPS and the Federation were updated.

Action: Chief Superintendent Pow was actioned to ensure ASPS and the Federation were updated on the outcome of the Leadership Survey Results.

It was requested that Corporate Communications establish a short response in preparation for staff awareness. Ms Adamson confirmed she would progress this.

Action: Ms Adamson to ensure Corporate Communications prepare a short response to the Leadership Survey Results in preparation for staff awareness.

6.3 This item was the subject of a Closed Minute.

6.4 Equality & Diversity Mainstreaming Progress Report 2015

DCC Richardson provided members with a draft copy of the Equality and Diversity Mainstreaming Progress Report. Members noted the plan to submit the paper to the SPA Board Meeting on 24 February 2015. Members agreed to provide Chief Inspector Gill Boulton with comments as soon as possible. DCC Richardson confirmed he would provide CI Boulton with an update regarding this.

Action: Members to provide CI Boulton with comments on the Equality & Diversity Mainstreaming Progress Report for progression prior to its submission to the SPA.

6.5 Implementation of the National Child Abuse Investigation Unit

ACC Graham updated members on the work undertaken by the Short Life Working Group. It was confirmed that staff had been identified from Inverness, Aberdeen and Livingstone for the Central Hub, along with staff from Local Policing. The Unit commenced at the end of December and it was noted that there had already been positive comments about early experiences with the Unit.

ACC Graham confirmed that a further update would be provided to members in due course which would also include further information on the evaluation undertaken.

Further discussion was the subject of a Closed Minute.

6.6 Pathways to Policing

ACC Graham and Mr Gillies updated members on developments and progress within the Pathways to Policing Project. Members noted the progress made to date and that a more detailed briefing with recommendations would be provided to members in March 2015.

Action: ACC Graham/Mr Gillies to provide a further detailed briefing on Pathways Policing Project to March 2015 meeting.

6.7 Risk and Concern Project

ACC Graham updated members on progress made by the Risk and Concern Project. Members discussed training implications and it was confirmed a training plan was being developed. Members noted that a more comprehensive report and presentation was anticipated in April 2015.

6.8 SLB/SMT Report Template

Following discussion at the last Senior Leadership Board, Chief Superintendent Morris discussed further with members the use of a corporate template for submission of papers at meetings. Members discussed the format with agreement reached that the Social Implications Section be replaced by Operational Implications. Interdependencies were also discussed and it was agreed that implications for partners both internally and externally be included. Members noted the good discipline required in completing the full template accurately and its ability to serve as an effective record of information provided. Chief Superintendent Morris was actioned to progress amendments to the template and implement its use.

Action: Chief Superintendent Morris to revise Police Scotland report template and implement its use.

7 ANY OTHER BUSINESS

No further business was discussed.

8 DATE OF NEXT MEETING

The next meeting will take place on Wednesday 18 February 2015 at 1400 hours in the Chief Constable's Conference Room, Stirling.