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Author:	<b>Gillian Johnston</b>	Organisation:	<b>Police Scotland</b>
Date Created:	<b>18/12/2018</b>	Telephone:	<b>101</b>

## **MINUTES OF THE STRATEGIC LEADERSHIP BOARD**

DATE: Wednesday 18<sup>th</sup> December 2018

LOCATION: Graham Room, Tulliallan

CHAIR: Iain Livingstone, Chief Constable

### **MEMBERS PRESENT**

Fiona Taylor, Deputy Chief Constable (Professionalism)  
Johnny Gwynne, Deputy Chief Constable (Crime and Operational Support)  
Will Kerr, Deputy Chief Constable (Local Policing)  
David Page, Deputy Chief Officer  
Bernard Higgins, Assistant Chief Constable (Local Policing West)  
Paul Anderson, T/Assistant Chief Constable (Local Policing East)  
Steve Johnson, Assistant Chief Constable (Specialist Crime & Intelligence)  
Mark Williams, Assistant Chief Constable (Operational Support)  
John Hawkins, Assistant Chief Constable (Local Policing North)  
Gillian MacDonald, Assistant Chief Constable (Crime and Protection)  
Malcolm Graham, Assistant Chief Constable (Strategy and Innovation)  
Alan Speirs, Assistant Chief Constable (Professionalism and Assurance)  
Angela McLaren, Assistant Chief Constable (Operational Change and Resilience)  
Tom McMahon, Director of Business Integration  
Martin Low, Interim Director of ICT  
Jude Helliker, Director of People and Development  
Neil Dickson, Director of Change  
James Gray, Chief Financial Officer  
Chris Starrs, Head of Corporate Communications

### **In attendance**

Gregg Banks, Superintendent, Strategic Engagement  
Danny Hatfield, Superintendent, Force Executive  
Campbell Thomson, Chief Superintendent, Local Commander A Division  
Gillian Johnston, Committee Services Officer

### **Apologies**

Andy Bell, T/Superintendent, Governance Coordination Unit

## **1. CHAIR'S OPENING REMARKS**

The Chair opened the meeting and welcomed all attendees.

## **2. QUORATE, MINUTES AND ACTION LOG**

### **2.1 Minutes of Previous Meeting**

Quorate was confirmed and the minute of the previous meeting was approved by members.

### **2.2 Action / Decision Log**

The action log was reviewed and updates noted by members.

- Action 28.18 - updated and closed
- Action 29.18 - updated and closed
- Action 30.18 – report will come to January SLB. Action closed
- Action 31.18 - updated and closed

## **3. MATTERS ARISING**

Nil

## **FORCE GOVERNANCE BOARDS**

### **4. Tasking and Delivery Board**

#### **4.1 General Update**

DCC Gwynne presented a report from the Tasking and Delivery Board which met on 21<sup>st</sup> November 2018. This was noted by members.

### **5. Change Board**

#### **5.1 General Update**

DCC Taylor presented a report from the Change Board which met on 6<sup>th</sup> December 2018. This was noted by members.

## **6. Corporate Finance and Investment Board**

### **6.1 General Update**

DCO Page presented a report from the Corporate Finance and Investment Board which met on 6<sup>th</sup> December 2018. This was noted by members.

## **FORCE FUNCTIONAL BOARDS**

## **7. DCC Professionalism**

### **7.1 Professionalism Board Update**

DCC Taylor presented a report from the Professionalism Management Board which met on 29<sup>th</sup> November 2018. This was noted by members.

### **7.2 Health and Safety**

DCC Taylor presented a report in respect of Health and Safety and advised that work is ongoing to raise Police Scotland's Health & Safety profile. Members were advised that a short life working group will consider the use of Naloxone by officers. The report and updates were noted by members.

### **7.3 Performance**

ACC Graham presented a report and update in respect of Performance. This was noted by members.

### **7.4 People and Wellbeing: -**

#### **7.4.1 People and Wellbeing Update**

Jude Helliker presented a report relating to People and Wellbeing. This was noted by members.

#### **7.4.2 Brexit**

Jude Helliker provided a verbal update relating to potential implications for People and Development resulting from Brexit. This included an update on contingency planning in respect of recruitment and associated resource requirements.

#### **7.4.3 Training Calendar**

Jude Helliker provided a verbal update relating to probationer intakes in 2019. This was noted by members.

## **7.5 Workforce Modernisation**

Jude Helliker provided a verbal update relating to Workforce Modernisation, advising members that communications including the staff pay and reward modernisations programme (SPRM) have been published via Police Scotland's intranet with roadshows planned for February 2019 ahead of implementation on 1<sup>st</sup> April 2019.

## **7.6 Data Protection Refresher Training Proposal**

ACC Speirs presented a report on Data Protection and Refresher Training. Members were advised that there is a 94% compliance rate in respect of the initial online Data Protection Training. The paper proposed the introduction of annual refresher training via Moodle for a three year period, which would then reduce to bi-annual refresher training.

**DECISION - Recommendation to introduce annual mandatory data protection training for all officers and staff with effect from 1 April 2019 for a period of 3 years and thereafter on a biannual basis, utilising the Moodle training platform for delivery - Approved.**

## **7.7 Data Retention and Remediation**

ACC Speirs presented a report on Data Retention and Remediation. Members were advised of the risks associated with data retention due to the volume of data held within legacy systems. The paper sought approval from members for submission of a Potential Project Assessment in respect of a Data and System Remediation Programme and extension of the scope of the current deep clean weeding exercise taking place in respect of manual records.

**DECISION - Approved - submission of a Potential Project Assessment (PPA) for a Data and System Remediation Programme, articulating structure, resources, costs and governance.**

**DECISION - Approved - Extend the scope of the current deep clean exercise, and contracts of temporary staff which end in March 2019.**

## **7.8 Strategic Approach to Communications and Engagement**

DCC Taylor presented a report outlining the proposed Strategic Approach to Communications and Engagement which had been developed by a short life working group. This included the introduction of the Chief Constable's 10 Commitments which will be produced in early 2019 and delivered throughout the year and a number of other engagement and communication proposals.

Discussion took place among members who highlighted the need for key statements and consistent core messages.

**DECISION - Strong support was given to this proposal and it was agreed that further consideration would be given by DCC Taylor and the short life working group. – Approved.**

**8. DCO Corporate Services, Strategy and Change**

**8.1 Corporate Management Board and Digital Data & ICT update**

DCO Page presented a report from the Corporate Management Board which met on 26<sup>th</sup> November 2018. This was noted by members.

**8.2 Mobility Project**

ACC Graham provided a verbal update relating to the requirement for contract arrangements to be finalised. This was noted by members.

**8.3 Corporate Support Services Monthly Report**

DCO Page presented the Corporate Support Services Monthly Report for November 2018. This was noted by members.

**8.4 Revenue Budget 2019/20**

James Gray presented a report on the 2019/20 revenue budget, including the need to focus on potential savings and the potential impact of Brexit on contracts involving European suppliers. This was noted by members.

**9. DCC Local Policing**

**9.1 Local Policing Management Board and Localism**

DCC Kerr presented a report from the Local Policing Management Board which met on 29<sup>th</sup> November 2018. This was noted by members.

**9.2 Contact Assessment Model (CAM) Operating Model**

ACC Hawkins presented a report on the Contact Assessment Model seeking member approval to proceed with the CAM Pilot in Lanarkshire in May 2019, which will transform how Police Scotland manages and responds to call demand, putting greater focus on individual caller needs and potential vulnerability, and allowing us to channel our resources where they are needed most.

**DECISION – Approved – that the CAM Pilot be implemented in Lanarkshire Division in May 2019. Further paper to be submitted by ACC Hawkins regarding the schedule for roll out.**

## **10. DCC Crime and Operational Support**

### **10.1 Crime and Operational Support Board Update**

DCC Gwynne provided a verbal update from the Crime and Operational Support Management Business Area. This was noted by members.

### **10.2 Brexit: Preparation and Planning**

DCC Gwynne provided a verbal update relating to ongoing planning, preparation and engagement being carried out in respect of the potential implications arising from Brexit. This generated discussion among members.

### **10.3 Major Incident Public Portal**

ACC MacDonald presented a report on the Major Incident Public Portal highlighting that, as requested at the previous SLB, engagement had taken place with ICT which provided support for the proposal. Approval was sought from members for widening the use of the MIPP within Police Scotland.

**DECISION- Approved the widening use of the MIPP within Police Scotland.**

### **10.4 CISCO Networking Academy**

DCC Gwynne and ACC Johnson jointly presented this report proposing the introduction of a CISCO Networking Academy within Police Scotland. This was noted by members.

**DECISION - Approved in principle subject to ACC Johnson liaising with CISCO to confirm naming conventions.**

**ACTION – ACC Johnson to liaise with CISCO regarding naming conventions.**

## **11. Papers Approved for Submission to SPA**

Nil

## **12. AOCB**

Nil

## **13. Review of Actions**

One new action outlined in Section 10.4.

## **14. Future meetings:**

The next meeting is 14<sup>th</sup> January 2019.

The Chair closed the meeting and thanked members for their input.

