

TAYSIDE JOINT POLICE BOARD

MINUTE of MEETING of the **TAYSIDE JOINT POLICE BOARD** held in the Council Chambers, Perth on Monday 28 June 2004 at 10.00 am.

Present: Councillors COLIN YOUNG, RON SCRIMGEOUR, Depute Lord Provost CHARLES FARQUHAR, Lord Provost JOHN LETFORD, Councillors JAMES BARRIE, JACK GIBB, GORDON HUNTER (substitute for Councillor DAVID SCOTT), ALAN JACK, IAN MACKINTOSH, Depute Provost STEWART McGLYNN, Bailie NEIL I C POWRIE, Councillors ALAN LIVINGSTON (substitute for Councillor LEWIS SIMPSON), GEORGE REGAN, CHRISTINA ROBERTS and ALEXANDER STEWART,

Apologies: Apologies for absence were intimated on behalf of and Councillors JACK COBURN, HELEN DICK, BOB MYLES, DAVE SCOTT and LEWIS SIMPSON.

Councillor COLIN YOUNG, Convener, in the Chair.

1. MINUTES OF PREVIOUS MEETINGS

(a) Tayside Joint Police Board

The minute of meeting of the Board of 17 May 2004 was submitted, approved as a correct record and signed by the Convener.

(b) Personnel Sub-Committee

The minute of meeting of the Personnel Sub-Committee of 20 May 2004 was submitted and noted (**Appendix I**).

(c) Complaints Sub-Committee

The minute of meeting of the Complaints Sub-Committee of 1 June 2004 was submitted and noted (**Appendix II**).

(d) Personnel Sub-Committee

The minute of meeting of the Personnel Sub-Committee of 1 June 2004 was submitted and noted (**Appendix III**).

2. CHIEF CONSTABLE'S ANNUAL PERFORMANCE REPORT 2003/2004

The Chief Constable presented in detail his Annual Report on the general policing of Tayside for 2003/2004, copies of which had been previously circulated to members.

The Chief Constable highlighted the hardworking dedication of all officers and support staff of Tayside Police and recalled a number of initiatives and major incidents in the Tayside Police area during the period. Particular mention was made of the partnership approach being developed in Tayside with the Procurator Fiscal which had improved Court attendance by Police Officers in the interim period.

Thereafter, the Chief Constable answered members' questions on a number of issues, including vandalism, youth crime and anti-social behaviour, Special Constables and fatal accidents on the A9.

The Board noted the Report and thanked the Chief Constable and his staff for their work during the year.

3. TAYSIDE JOINT POLICE BOARD - UNAUDITED ABSTRACT OF ACCOUNTS FOR YEAR ENDED 31 MARCH 2004.

With reference to Article 4 of the minute of meeting of the Board of 30 June 2003, there was submitted Joint Report No PB34/04 by the Chief Constable and Treasurer to which was attached the unaudited Abstract of Accounts for Tayside Joint Police Board in respect of the financial year ended 31 March 2004.

The Board agreed:-

- (i) to note the contents of the Report and unaudited abstract of accounts for the financial year ending 31 March 2004;
- (ii) to approve the unaudited abstract of accounts for 2003/2004;
- (iii) to note the transfer of the underspend of £282,000 for the year ended 31 March 2004 to a general reserve for use by the Board in subsequent financial years, as detailed in paragraph 4.3 of the Report;
- (iv) to note that an additional £218,781 of Revenue Support Grant had been paid directly to the constituent authorities in respect of increased Common Police Services costs as detailed in paragraph 5.1 of the Report;
- (v) to note that after taking account of the additional support, the actual Common Police Services costs and various savings elsewhere in the budget, the additional requisition to the constituent authorities had been limited to £46,000 as detailed in paragraph 5.6 of the Report;
- (vi) to note the intention to bring forward a Report by the Chief Constable, in consultation with the Treasurer, to the next meeting of the Board detailing proposals on how to use the general reserve;
- (vii) to note the requirements of Financial Reporting Standard 17 (FRS17) on pension accounting arrangements; and
- (viii) to note the Chief Internal Auditor's assurance statement in relation to the internal financial controls for the Board for 2003/2004.

4. MANAGING OVERTIME 2003/2004

With reference to Article 4 of the minute of meeting of the Personnel Sub-Committee of 24 June 2003, there was submitted Report No PB36/04 by the Chief Constable, which advised members that the Force had been successful in meeting the target for reducing overtime in 2003/2004 as set out in Police Negotiating Board Circular 02/18. The Report indicated that the introduction of the scheme to manage reductions in Police overtime was designed to assist fund the improvements in the pay and conditions package contained in the PNB Agreement of 9 May 2002 and also to provide a better work/life balance for Police Officers.

The net effect of the overtime position within the Force was that "controllable" areas of overtime were £49,000 less than budgeted for. This saving equated to 7.5% and exceeded the 5% target of £33,000 by £16,000. The performance of the Force in managing its Police overtime for 2003/2004 was therefore considered to be satisfactory and the targets set in PNB Circular 02/18 had been achieved.

The Board agreed:-

- (i) to note the contents of the Report; and
- (ii) to note that the Force had been successful in meeting the target for reducing overtime, as set out in PNB Circular 02/18.

5. SPECIAL EVENTS PLANNING

There was submitted Report No PB37/04 by the Chief Constable which presented details of the G8 Summit which was to be held at Gleneagles Hotel, Perthshire from 6-8 July 2005. Tayside Police would be responsible for the security of the event and the maintenance of public order.

The Report set out the current position in relation to planning for the event. A compact, dedicated planning team, consisting of both Police Officers and members of support staff, had been established. This team included two officers seconded from other Scottish Forces, and further additional aid would be joining the team in due course. All costs associated with the event would be reimbursed through 100% grant from the Scottish Executive.

The Report concluded that the choice of Gleneagles for the G8 Summit in 2005 was an outstanding opportunity to showcase Perthshire, in particular, as well as the wider Tayside Police area and Scotland in general on the world stage. The Chief Constable was confident that the Force and its many partners would work together to create a safe and welcoming environment for the Summit participants, local residents and those who may choose to come and advocate on behalf of their particular cause.

The Board agreed:-

- (i) to note the contents of the Report; and
- (ii) to delegate authority to a Sub-Committee comprising the Convener and two Vice Conveners, to exercise any of the Board's responsibilities in relation to appropriate matters relative to the Summit in those circumstances when there was either an urgency or requirement to significantly restrict access to sensitive information, subject to there being no detrimental financial impact on any of the constituent authorities.

TAYSIDE JOINT POLICE BOARD

MINUTE of MEETING of the **PERSONNEL SUB-COMMITTEE** of **TAYSIDE JOINT POLICE BOARD** held in Conference Room 2, Police Headquarters, West Bell Street, Dundee on Thursday 20 May 2004 at 9 am.

Present: Councillors COLIN YOUNG, Depute Lord Provost CHARLES FARQUHAR OBE, Councillors RON SCRIMGEOUR, JIM BARRIE (substitute for Councillor CHRISTINA ROBERTS), Depute Provost STEWART McGLYNN, NEIL I C POWRIE and ALEXANDER STEWART.

Apology: An apology for absence was intimated on behalf of Councillor CHRISTINA ROBERTS.

Councillor COLIN YOUNG, Convener, in the Chair.

1. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Personnel Sub-Committee of 9 February 2004, which was approved by the Board on 17 May 2004, was approved as a correct record and signed by the Convener.

2. EXCLUSION OF PUBLIC AND PRESS

The Sub-Committee resolved that the public and press be excluded from the meeting during consideration of the following items in order to avoid the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 7(A) to the Local Government (Scotland) Act 1973.

3. CHIEF OFFICERS' PAY AND CONDITIONS

There was submitted Report No PB29/04 by the Clerk which set out two issues in respect of the terms and conditions of Chief Officers in the Force.

The Sub-Committee agreed to approve the recommendations in the Report.

4. CHIEF OFFICERS' PAY AWARD

There was submitted Report No PB31/04 by the Chief Constable which advised members of the agreement reached by the Chief Officers Committee of the Police Negotiating Board on Chief Officers' pay and conditions.

The Sub-Committee agreed:-

- (i) to note that agreement had been reached by the Police Negotiating Board on a new Chief Officers pay and conditions package;
- (ii) to approve the implementation of the pay part of the package within Tayside Police; and
- (iii) to note that a report would be submitted to the Sub-Committee once further work on the other parts of the package had been completed.

The Chief Constable left the meeting at this stage.

5. POLICE (CONDUCT) (SENIOR OFFICERS) (SCOTLAND) REGULATIONS

There was submitted Report No PB30/04 by the Clerk which informed members of a complaint received against a Senior Officer and advised of the legislative background and the procedure for considering such complaints. The Report set out the considerations which the

Sub-Committee was required to take into account in determining how to act upon the complaint.

The Sub-Committee agreed, in terms of the Police (Conduct) (Senior Officers) (Scotland) Regulations 1999, that the action referred to in the complaint would, if proven, not amount to misconduct.

TAYSIDE JOINT POLICE BOARD

MINUTE of MEETING of the **COMPLAINTS SUB-COMMITTEE** held in Conference Room 1, Police Headquarters, Dundee on Tuesday 1 June 2004 at 10.30 am.

Present: Councillors COLIN YOUNG, RON SCRIMGEOUR, Depute Lord Provost CHARLES FARQUHAR OBE, Councillors JACK COBURN, IAN MACKINTOSH and CHRISTINA ROBERTS.

Councillor COLIN YOUNG, Convener in the Chair.

1. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Complaints Sub-Committee of 9 February 2004 was submitted, approved as a correct record and signed by the Convener.

2. EXCLUSION OF PUBLIC AND PRESS

The Sub-Committee resolved that the public and press be excluded from the meeting during consideration of the following items in order to avoid disclosure of information which was exempt in terms of paragraph 1 of Part 1 of Schedule 7(A) to the Local Government (Scotland) Act 1973 paragraph 1.

3. PROFESSIONAL STANDARDS UPDATE

(i) Statistics up to 31 March 2004

There was submitted and noted Report No PB32/04 by the Chief Constable showing the number of complaints made against the Police up to and including 31 March 2004, and how they had been disposed of, together with figures for a similar period in the previous year.

(ii) Detailed Cases

There was submitted and considered a document giving details of complaints which had been received by Tayside Police.

The Sub-Committee requested copies of six completed case files. After hearing Depute Chief Constable Ian Gordon in amplification, the Sub-Committee agreed that it was satisfied with all aspects of the complaints procedure.

(iii) Letters of Appreciation

A file containing letters of appreciation which had been submitted to Tayside Police during the period under consideration was submitted for members' information, the contents of which were noted.

4. COMPLAINTS AGAINST THE POLICE

There was submitted Report No 33/04 by the Clerk which advised the Sub-Committee of two complaints referred to HMCIC.

The Sub-Committee agreed to note the terms of the Report.

TAYSIDE JOINT POLICE BOARD

MINUTE of MEETING of the **PERSONNEL SUB-COMMITTEE** of **TAYSIDE JOINT POLICE BOARD** held in Conference Room 1, Police Headquarters, West Bell Street, Dundee on Tuesday 1 June 2004 at 10.00 am.

Present: Councillors COLIN YOUNG, RON SCRIMGEOUR, Depute Lord Provost CHARLES FARQUHAR OBE, Depute Provost STEWART McGLYNN, Baillie NEIL I C POWRIE, Councillor CHRISTINA ROBERTS and ALEXANDER STEWART.

Councillor COLIN YOUNG, Convener, in the Chair.

1. MINUTE OF PREVIOUS MEETINGS

(a) 9 February 2004

The minute of meeting of the Personnel Sub-Committee of 9 February 2004, which was approved by the Board on 17 May, was approved as a correct record and signed by the Convener.

(b) 19 and 20 April 2004

The minute of meeting of the Personnel (Grievance) Sub-Committee of 19 and 20 April 2004, which was approved by the Board on 17 May 2004, was approved as a correct record and signed by the Convener.

(c) 20 May 2004

The minute of meeting of the Special Personnel Sub-Committee of 20 May 2004 was circulated, approved as a correct record and signed by the Convener.

2. PRESENTATION

Miss Lynne McManus, CIGNA Business Manager, gave a presentation on the health care provided by CIGNA and an over view of the company.

The Sub-Committee thanks Miss McManus for the informative presentation.

3. ATTENDANCE MANAGEMENT UPDATE

With reference to Article 2 of the minute of meeting of this Sub-Committee of 9 February 2004, there was submitted Report No PB35/04 by the Chief Constable which detailed the positive efforts being taken to address matters in relation to attendance management within the Force.

The Report indicated that eight Police Officers and three members of support staff had been retired on the grounds of ill health between 1 April 2003 and 31 March 2004.

Attendance management continued to be a key priority within the Force. The Report detailed the number of working days lost due to sickness absence for the period April 2002 to March 2003 compared to the same period last year which revealed a reduction of 1350 working days lost for Police Officers. This represented a reduction of almost 10% on 2002/2003.

The Sub-Committee noted and welcomed the contents of the Report.