

**POLICING PERFORMANCE COMMITTEE
17 NOVEMBER 2020**

**Minute of the Scottish Police Authority Policing Performance
Committee held on Tuesday 17 November 2020 by MS Teams.**

Committee Members participating in call
Martyn Evans (Chair)
Robert Hayes
Michelle Miller

Participating in call
Scottish Police Authority (SPA)
Barry Sillers, Director of Strategy and Performance
Eleanor Gaw, Governance and External Relations Lead
Martin Smith, Strategy and Research Lead
Deborah Christie, Governance Support Officer

Police Scotland (PS)
ACC Judi Heaton, Assistant Chief Constable Major Crime, Public
Protection & Local Crime
ACC Gary Richie, Assistant Chief Constable Partnership, Prevention and
Community Wellbeing
ACC Alan Speirs, Assistant Chief Constable Professionalism and Assurance
ACC Angie McLaren, Assistant Chief Constable, Organised Crime, Counter
Terrorism and Intelligence (left after item 4)
Ch Supt Garry McEwan,
Ch Supt Louise Skelton, Operational Support
Tom McMahon, Director of Strategy and Analysis

COSLA
Mike Callaghan

Police Foundation - Rick Muir (Item 5 only)

SIPR - Liz Aston (Item 5 only)

1. Welcome (Martyn Evans)

The Chair welcomed everyone to the meeting which would be held using MS Teams.

1.1 Apologies

Apologies were noted from DCC Fiona Taylor and Cllr Kelly Parry.

1.2 Minute from meeting of Policing Performance Committee 26 August 2020 for approval.

Members AGREED the Minute from the Policing Performance Committee held on 26 August 2020 was an accurate record of the meeting.

1.3 SPP Committee Action Log

Members reviewed the action log and noted the updates provided and agreed with the recommendations for closure with the exception of action reference PPC-20200528-010.

In respect of action reference PPC-20200528-010, Members agreed that organisational learning must be captured from the way in which this matter was handled and requested that a jointly prepared (Police Scotland/COSLA) lessons learned/organisational learning report be considered by the Committee to ensure key public interest aspects of this learning are not lost. It was agreed that the action would remain ongoing and Mike Callaghan would work with Police Scotland colleagues to develop the report which would be considered at a future meeting of the Committee.

The Committee **APPROVED** the action log and noted the updates provided.

1.4 Declarations of Interest

There were no declarations of interest.

2.1 Quarterly Policing Performance Report – Q2 2020/21 (Tom McMahon)

Members considered the report which presented the Q2 Performance Report covering the period of July to September 2020. Tom McMahon provided Members with a high level summary of the paper and summarised key highlights of the detailed Performance Report. During discussion the following points were highlighted and discussed;

- Tom McMahon introduced the report by explaining that although some patterns were being seen, the full extent to which COVID19 had impacted on performance would not be known for some time yet.

- It was highlighted to Members that the report focused on 3 key areas, Public Confidence, Measures of Progress towards Strategic Outcomes and the Police Scotland COVID19 Response.
- Tom McMahon commented that Members' feedback had been incorporated to the report and the executive summary had been refreshed to better reflect the key challenges being faced and to acknowledge areas for improvement whilst also highlighting areas of success.
- Members recognised the improved focus and clarity of the report and the revised executive summary had provided more robust assurances.
- Public Confidence – a summary was provided that public confidence remained high and this had been evidenced through the Your Police survey which launched in April 2020. Tom McMahon acknowledged that a dip in satisfaction had been seen and it was believed this may be due to the public appetite for stronger levels of police intervention and enforcement during the police response to the pandemic.
- Measures of Progress towards Strategic Outcomes – It was reported that areas of significant changes as detailed within the report were; Overall Violent Crime, Sexual Crime, Child Sexual Abuse Online, Drug Harm/Supply, Call handling, Fraud and Operation Talla.
- Members requested additional information to better understand the Serious Organised Crime Groups (SOCGs) activity related to fraud and questioned what measures were used to gauge effectiveness in this area. ACC Angie McLaren proposed that a paper be brought to a future committee which would allow the opportunity to explore the area of crime and to better understand the measures being used to track effectiveness in this area of policing given this is a very complex matter.
- ACC McLaren reported that the criminal activity of SOCGs was varied it was in the large part, drugs and violence related. ACC McLaren advised that money laundering, fraud, human trafficking and Child Sexual Exploitation were all significant areas of concern. It was reported that as Serious Organised Crime mapping and tasking moved forward there would be focus on ensuring the wider threats were being considered and tackled as well as the drugs and violence related crimes.
- The Committee noted plans agreed at the SOC Taskforce which is chaired by the Cabinet Secretary for Justice, to make publically available a strategic multi-agency threat assessment which would provide a wide reaching overview of the threats experience in Scotland and ensure all partner activities could be aligned to the significant threats.

- Bob Hayes and Michelle Miller commended the work done to develop the overall report and the Executive Summary and agreed that the format was now fit for purpose and provided the desired balance of data and analysis.
- The Committee agreed the data in the report, which provided evidence of the activity carried out to achieve the Op Talla strategic objectives, was particularly worthy of note given the challenges faced across the organisation and the short period of time over which the activity has taken place.
- Members noted the information in respect of online sexual abuse particularly during the pandemic and requested more information on what preventative measures were being taken to tackle this area of crime. ACC Judi Heaton confirmed that Police Scotland was very much alive to the challenges in this area and described a partnership approach which included Police Scotland working with other agencies and businesses (e.g. social media platforms) to tackle this issue and seek to 'design out crime' in their digital offerings going forward.
- In discussion, it was recognised that there is an expectation of a considerable rise in this type of crime and the capability and resource that will be required in this area will significantly increase as Police Scotland become more active in pursuing this rising threat.
- Members commented on the jurisdictional challenges arising from online criminal activity which was conducted outside Scotland/UK and agreed this would continue to be a significant challenge for Police Scotland.
- Police Scotland COVID19 Response - ACC Gary Richie provided a summary of the significant activity carried out to achieve the strategic outcomes of the Police Scotland response to the pandemic.
- Noting that levels of public confidence remained high but had dipped since Q1, Members questioned if there was any areas of concern in this regard for Police Scotland. ACC Richie commented that fluctuations in public confidence would always be expected but the levels would be closely monitored however it should be noted that overall levels of satisfaction remained higher than pre pandemic.
- The increase in complaints about police officers was discussed. An explanation was provided as to how front line resolutions were being used to resolve some complaints and this had increased due to the increase in interactions with the public during the response to COVID19. It was noted that an increasing proportion of the complaints were related to COVID19 matters with 1 in 7 of the complaints received by PSD being COVID related. It was suggested that a significant number of these complaints were linked to the complainer not being satisfied that enough enforcement activity had

taken place. Members were told that this would be explored in future reporting.

Members noted the report and agreed the following actions;

PPC-20201117-001: Performance Reporting – Serious and Organised Crime: Report to be considered at next committee which provides a detailed analysis of SOCG fraud activity and to explore what measures are being used to gauge effectiveness in this area.

PPC-20201117-002: Performance Reporting – Online Sexual Abuse: Future reports to include additional narrative on the preventative actions taken to address this area of crime.

2.2 Annual Police Plan 6 Month Progress Report (Tom McMahon)

Members considered the paper which had been provided to provide a progress report on the Annual Police Plan 2020/21. During discussion the following points were highlighted and discussed;

- Members considered the Annual Police Plan (APP) 6 Month Progress Report and 2021/22 and the Committee Chair described this as the Chief Constable's improvement plan.
- The Committee Chair commented on the lack of completed activities to date and questioned if this was of concern to Police Scotland. Tom McMahon confirmed he was comfortable that any areas which had progressed less than expected had reasonable explanations to justify the lack of progress. It was reported that there was still a commitment within the organisation to deliver the objectives set out in the report but that work was require to be more specific about what would be delivered.
- Tom McMahon explained that the work being categorised in the report as 'ongoing activity' (purple colour code) with no timeframe for completion did not provide the assurance required by the committee that work was progressing well and learning from this would be applied when developing the report for future years. It was confirmed that next year's plan would be more specific and show clear prioritisation, with a better distinction between business as usual ongoing improvement and transformational changes to policy and practice and future versions would also incorporate realistic timeframes and milestones from the outset with links into the performance measures and metrics.
- Members encouraged consideration to be given to the 6 month review providing some context of how the diversion of resources to

respond to the pandemic had impacted delivery of outcomes in some areas.

Members noted the report.

2.3 2021/22 Annual Police Planning Update (Tom McMahon)

Members considered a report which sought to outline the approach to the development of the Annual Police Plan 2021-2022. During discussion the following points were highlighted and discussed;

- It was noted engagement and information gathering workshops were under way which was providing valuable information that would feed into the development of the plan for 2021/22.
- Members noted that they would see a draft of the 2021/22 Annual Police Plan before the next Policing Performance Committee in early 2021 with the final draft to be considered at the Committee in March before onward submission to The Authority.
- Committee members welcomed the plans for ensuring appropriate and timely engagement with The Authority as it was recognised this had not been the case in previous years.
- The Committee encouraged external engagement in developing the plan.
- It was confirmed that although the draft has yet to be shared with SPA colleagues, Barry Sillers assured Members he and his team would work closely with Police Scotland colleagues to develop this plan. Noting Members earlier positive comments Barry Sillers advised that it was his intention to review the framework and only refresh if it was believed to be necessary.
- Noting that the Strategic Assessment informed a significant amount of the decision making across the organisation Members asked that consideration be given to developing a public facing document which would summarise the Strategic Assessment as it was felt this would provide transparency but also allow an articulation of the wide range and complexity of policing in Scotland. It was agreed that Tom McMahon and Barry Sillers would take this forward.

Members noted the report and agreed the following action;

PPC-20201117-003: Strategic Assessment: Action to be taken forward to explore opportunities for a summary of the Strategic Assessment to be publically reported to help articulate the range and complexity of Policing challenges.

2.4 Report on Crime Group Detection Rate Trends – Performance and Resource Allocation Considerations (Tom McMahon)

The Committee considered a paper which provided an analysis of trends in detection rates, causational factors and implications for prioritisation of resource. During discussion the following points were highlighted and discussed;

- Tom McMahon provided an assurance that detection rates were closely monitored and management actions at divisional level were taken to optimise this important metric however reminded Members that this was only one of a range of metrics that together contribute to performance assessment. Members heard that detection rates were no longer considered by Police Scotland as the optimal method of measuring success.
- In response to a question from the Chair, Tom McMahon confirmed there were no trends in detection rates that were causing him any concern.
- The committee explored the factors that were now influencing changes in detection rates and while recognising detection rates were not a sole method of measuring success in policing, it was agreed that further discussion was required to explore and understand the causal factors for trends in detection rates and it should be considered who would be able to contribute to this discussion to ensure the views of external special interest groups are fed in.
- Members commended the reporting which, through a blend of hard data and operational experience but a focus on the perception and impact on public confidence, was providing the committee with assurances.

Members noted the report.

3. Verbal update on development of the Benchmarking Framework (Martin Smith)

Members considered a verbal update on progress made since the last committee meeting with respect to the development of an external Performance Benchmarking Framework for Scottish policing. During discussion the following points were highlighted and discussed;

- The Short Life Working Group on benchmarking was due to meet on 11 December and it was agreed an update report providing the findings and next steps from the SLWG would be considered at the next committee meeting in March.

- A project plan was being developed and a slow and steady approach was being taken to ensure the right conclusions were reached as regards the way forward.

Members noted the verbal update provided and agreed the following action:

PPC-20201117-004: Benchmarking SLWG: Update report providing details of findings and next steps of the SLWG to be considered at next Performance Committee.

4. Update on early findings of Your Safety Matters Diamond Group Review

Members noted the paper which sought to provide an overview of work undertaken to date relating to the Your Safety Matters strategic review of violence and abusive behaviour towards police officers and police/SPA staff. During discussion the following points were highlighted and discussed;

- As DCC Taylor was not able to attend the meeting, Members agreed to discuss the early findings of Your Safety Matters Diamond Group at the next Committee when DCC Taylor was available to lead the report.
- The Committee agreed that this was a serious issue and welcomed the analysis contained within the report as it provided valuable insights.
- Members invited colleagues to consider what wider societal aspects were impacting on the levels of officer assaults and agreed this would be discussed when the report was brought back to committee.

Members noted the report.

5. Update and key messages from Police Foundation Strategic Review of Policing in England and Wales – PRESENTATION BY RICK MUIR

As an invited guest presenter Rick Muir of the independent charity think tank The Police Foundation presented key messages from their Strategic Review of Policing in England and Wales. Rick highlighted the approach of describing the future challenges and then developing the optimal responses by examining the role of the police, relationships with other agencies, the future workforce and resourcing, structural and governance issues.

Members agreed that when the current restrictions allowed, the committee would welcome the opportunity to meet with Rick and his colleagues to engage in the work of the Police Foundation and to explore ways in which the SPA and Police Scotland could benefit from the work of Rick and his colleague albeit with recognition that the landscape is significantly different in England and Wales to that in Scotland.

The Committee thanked Rick for attending the Committee to present.

5.2 SIPR Annual Report - overview of the impact that SIPR work in 2020 has had on policing policy and practice – PRESENTATION BY LIZ ASTON

Liz Aston as Director of the Scottish Institute for Policing Research (SIPR), gave the Committee an Overview of SIPR work in 2020 on policing policy and practice which described the improvements made in the last year both in terms of engagement, strategic planning, business planning, research prioritisation and governance. Liz highlighted priorities on public health and law enforcement, the use of technology in policing and wellbeing of the workforce. As case studies, Liz described the impact over the last few years in relation to policy for dealing with missing people and improving use of the stop and search tactic by PS.

Members agreed that there would be benefit if the activities could be linked to the Strategic Police Priorities as to do so would allow the Policing Performance Committee to incorporate this into their strategic thinking. Liz Aston thanked Members for the helpful comments and added that work had already begun to map the SIPR activities across to Strategic Priorities and she would seek to draw this out in future reporting.

The Committee thanked Liz for attending the committee to present.

6. Police Scotland Corporate Parenting Progress Report and impact of activity carried out as part of their 2018-20 Corporate Parenting Plan. (ACC Gary Richie)

The Committee considered the report which sought to inform Members of progress and impact of activity in relation to the Police Scotland 2018-2021 Corporate Parenting Plan. The report also provided an overview of the proposed mechanism to be used to complete this formal review, and to also inform subsequent Corporate Parenting Plan for 2021-2024. During discussion the following points were highlighted and discussed;

- ACC Richie summarised the report and highlighted the key achievements which were aligned to the Police Scotland Corporate

Parenting Plan. It was noted that plans were in place for a revised plan in early 2021.

- Members' attention was drawn to the successful pilot of the unnecessary criminalisation of young people reported missing from their care home which was carried out in Dumfries and Galloway.
- In response to a question from Michelle Miller assurance was given on the process for monitoring of mandatory training and ongoing evaluation of impact on behaviours of police officers and how that informs interactions with young people.
- Michelle Miller welcomed the unnecessary criminalisation test of change and asked for an understanding of the evaluation of the impacts from this change to the approach taken. It was agreed that this would be provided by correspondence.
- Michelle Miller requested an update on the rationale for SPA not having been invited to sit on the Police Scotland Corporate Parenting Advisory Group. ACC Richie undertook to ensure an invitation was shared with the SPA to ensure they were represented at future meetings.
- Members sought clarity on how the actions were tracked and heard that progress was monitored through the Police Scotland internal Governance arrangements.

Members noted the report and agreed the following action:

PPC-20201117-005: Corporate Parenting: Evaluation of '2019 unnecessary criminalisation test of change' in D&G to be shared with committee members by correspondence and considered at the next Committee.

PPC-20201117-006: Corporate Parenting: PS to consider SPA member representation (Michelle Miller) on the Police Scotland Corporate Parenting Advisory Group.

7. PS Update progress report against external inspections and evaluations – (ACC Alan Speirs)

The Committee considered the report which provided an update on the outcomes from recently implemented improvement activity and provided an update of recommendations progressing or newly added. During discussion the following points were highlighted and discussed;

- ACC Speirs provided a summary of the report which provided a progress update on external inspections or evaluations.
- The Committee requested that future reports provide details of the risk categorisation of outstanding recommendations.

- The Committee was assured that outstanding recommendations were kept under review to ensure that the actions that would be taken to address them would continue to be relevant. It was reported that this was done through discussion with the authors of the reviews.
- Members requested specifically, a report to provide an understanding of the risks associated with outstanding recommendations relating to custody. It was agreed that this would be provided for the next committee meeting in order to provide assurance that any risks are being appropriately managed by Police Scotland.
- Members requested that should any recommendations remain outstanding due to reasons out with the control of Police Scotland that this be highlighted in future reports to the committee to ensure a clear understanding of this.
- It was agreed that this update would come to Committee on a six monthly basis in order that progress can be tracked.

Members noted the report and agreed the following action;

PPC-20201117-007: External Inspections and Evaluations – Review of Custody 2014/2018: update on the risks associated with outstanding recommendations relating to custody to be circulated to Members and considered at the next Committee to provide assurance that any risks are being appropriately managed.

PPC-20201117-008: External Inspections and Evaluations: Future update reports to Committee to provide an understanding of the level of risk in respect of any outstanding recommendations. This update report to be considered by Committee every 6 months.

8. Engagement of Local Authorities on policing - next steps in strengthening national and local joint approaches (Eleanor Gaw)

Members considered the paper which had been submitted to provide an update on SPA Engagement with Local Authorities on policing and to outline next steps in strengthening national and local joint approaches. During discussion the following points were highlighted and discussed;

- Eleanor Gaw reported that a meeting with SPA, PS, COSLA and SOLACE representation was planned and the focus of this meeting would be to explore ways in which links between national and local policing joint approaches can be strengthened.

Members noted the report.

9. Police Scotland Custody Update Report – (Chief Superintendent Garry McEwan)

Members considered the report which had been submitted to provide an update and information in respect of Custody Transfer Timescales, Case and Evidence Quality Improvement Programme and Custody Healthcare. During discussion the following points were highlighted and discussed;

- Ch Supt Garry McEwan highlighted the key areas of focus, Custody Transfer Timescales, Case and Evidence Quality Improvement Programme and Custody Healthcare which had been raised at the last meeting of the committee. Members noted the progress made in these areas.
- The Committee noted the work being progressed in relation to the Case and Evidence Quality Improvement Programme which seeks to upskill staff, release capacity into local policing and the wider CJ system, deliver financial savings in custody and court attendance and enhance Police Scotland's reputation with Criminal Justice partners.
- In response to a question regarding areas of concern in Custody, Chief Supt McEwan advised that he has some concerns in respect of health and safety and CCTV however challenges existed in progressing the required work with the biggest challenge being funding.
- Mike Callaghan updated attendees that the National Appropriate Adult Coordinator was now hosted by COSLA and this was a service that would support those with specific needs when they are held in custody.
- In response to a question from Michelle Miller, it was explained that virtual court case transfers were excluded from the presented data because the report sought to provide year on year trend data and as virtual court transfers were in place only as part of the response to the pandemic they had not been included.
- Ch Supt McEwan confirmed that it was always the aim to minimise internal custody transfers as much as possible as this had benefits for health and safety of those in custody but also reduced the need for officers to be abstracted from other duties.
- The Committee were assured that if Independent Custody Visitors raised any issues there were robust processes in place to feed this back into Police Scotland Custody colleagues and that regular meetings took place to ensure the feedback was appropriately captured.

Members noted the report.

10.1 Remotely Piloted Aircraft System (RPAS) Evaluation Report – (Chief Superintendent Louise Skelton)

The Committee considered the report which provided an evaluation summary following the operational deployment of Remotely Piloted Aircraft Systems (RPAS) by Police Scotland (PS) between 1 May 2019 and 30 April 2020. During discussion the following points were highlighted and discussed;

- Ch Supt Skelton provided a summary of the comprehensive report which gave the committee details of the Remotely Piloted Aircraft System (RPAS) Evaluation Report.
- Ch Supt Skelton reported that the use of RPAS had been of significant benefit to Police Scotland across a number of deployments as detailed in the report. Members heard that RPAS represented 18% of police operational air deployments in locating missing persons and other overt policing activities, including public order operations. It was confirmed there were no plans to deploy the RPAS covertly.
- The Committee heard that early problems with operation in adverse weather had now been addressed and the solution was being tested to allow deployment in all weather conditions.
- Bob Hayes stated that he was surprised at some of the detail in the report given it was his clear understanding from when this matter was discussed at a previous SPA Committee that there would be further engagement and consultation with The Authority before the use of RPAS was extended beyond missing persons searches. He invited colleagues to comment on why this engagement had not taken place.
- Ch Supt Skelton explained that while the initial use was indeed for missing persons she had understood that the engagement with The Authority was agreed only to be necessary should the use be that of a covert nature.
- Bob Hayes asked how many Local Community Impact Assessments had been carried out since the initial deployment and was told that there had only been a requirement for 2 to have been completed and these had not resulted in any changes to the plans for the primary deployment.
- Recognising that the decisions in relation to the recommendations for future RPAS use was for the Chief Constable to make, Members sought assurance around controls on using the RPAS for activities beyond the original scope and requested that, given the significant public interest element of this area of policing, that the committee be appropriately engaged at a future meeting, in the setting of any deployment parameters.

- Martyn Evans stated that it was his view the reported range of deployments had been wider than he had understood would be the case and asked for there to be a focus in the next committee report for assurances to be provided in relation to human rights and best value. It was agreed that the EQHIR and the Data Protection Assessments would be shared with the SPA via Barry Sillers by correspondence.
- ACC Heaton commented that the use of technology in policing was a significant area of focus for the organisation and the digital age of policing will be considered at the recently establish Biometrics Group.

Members noted the report and agreed the following actions;

PPC-20201117-009: Refreshed EQHIRA and Data Protection assessment to be shared with SPA via Barry Sillers.

PPC-20201117-010: Committee to consider report at next meeting which details the plans for future use of Remotely Piloted Aircraft System (RPAS) and agree the appropriate level of scrutiny and oversight for this area of policing.

10.2 Naloxone Delivery Steering Group Update (ACC Gary Ritchie)

Members considered the report which had been submitted to provide the Committee with an update in respect of the Naloxone Delivery Steering Group and the development of proposals for a Test of Change for the carriage/administration of Naloxone, by Police Scotland officers. During discussion the following points were highlighted and discussed;

- ACC Richie provided the Committee with a summary of the paper and highlighted the key elements of the proposal to carry out the proposed test of change with officers who chose to carry Naloxone. Members noted the approach has been developed collaboratively with a multi-agency approach having been taken. Members welcomed the multi-agency approach to this work.
- ACC Richie advised that he did not anticipate a significant level of interventions by police officers taking place but there could be significant potential benefits from strengthen relationships with communities.
- The Committee Chair requested that the external evaluation from the test of Change be considered by the Policing Performance Committee when it was available. It was not yet clear who would carry out the evaluation but it was agreed that this would be brought to the Committee when available.

- Noting that consultation with Staff Associations had taken place, Members questioned if they were supportive and were told that they were not supportive of officers being asked to carry and administer Naloxone.
- The Committee explored the arrangements in respect of the potential legal and reputational issues of an officer administering or choosing not to administer Naloxone and heard that it was not believed there was any legal liability in this respect but should there be any legal challenge resulting from the use/not using Naloxone, the organisation would support the officer.

Members noted the report.

11. PS Update Report on impact of maintaining Vulnerable People Database (ACC Judi Heaton)

Members considered the report which provided an update on the impact of maintaining interim Vulnerable Persons Database (iVPD). During discussion the following points were highlighted and discussed;

- ACC Heaton provided a summary of the paper and outlined the purpose of the iVPD and the Governance in respect of the database. Members noted a summary of the positive impact to policing and the wider public sector through maintaining the Vulnerable People Database. Members recognised there were a number of areas in which the iVPD added value to the work of police in Scotland.
- Michelle Miller stated that she fully supported the use of the database and asked if all of those who were on the database were aware they were on it and sought clarity on what the process was for removing names as and when it was appropriate to do so and if this involved partner organisations.
- ACC Heaton was not able to confirm if all those included in the database knew that they were included but confirmed she would clarify this in her next report to the committee. ACC Heaton explained that the removal of names from the database was done on a proportionate basis but she would undertake to clarify the exact process in the future report.
- Bob Hayes questioned what steps were being taken to manage the risks associated with the database as detailed in the report and it was agreed that further assurances would be provided in an updated report. It was suggested that case studies could be included in the report which would bring the benefits of maintaining the iVPD to life.
- ACC Heaton suggested that the committee would benefit from a new paper being brought to the next meeting which would allow her to address all of the information requirements and to provide a clearer

articulation of the impacts, the added value to policing, benefits to the individual along with the key risks.

Members noted the report and agreed the following action;

PPC-20201117-011: Report to be brought to next committee that gives a more detailed consideration of the impacts, added value to policing and wider public sector and risks associated with maintaining the database.

Meeting ended 1345 hrs.

Approved