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SCOTTISH POLICE  
AUTHORITY  
ÙGH DARRAS POILIS NA H-ALBA

## SPA People Committee Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
<b>COMMITTEE MEETING 28 FEBRUARY 2024</b>						
PC – 20240228- 001	<b>Workforce Report:</b> Future reports to include further details on absence.	Director of People and Development, Police Scotland	OPEN	30 May 2024		<b>9.5.24:</b> It has been clarified this is a request for the range of absence rates by division to be included in future reporting. This request is acknowledged however, there is a need to explore the nuances we see around attrition rates, grievances etc so that we can start to see the holistic picture within specific areas rather than isolated absence figures. Internal discussion is currently taking place with a view to providing this information in future reporting.  <b>Propose Ongoing</b>

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PC – 20240228-002	<b>Forensic Services People Update:</b> Future reports to detail outcome measures to provide evidence and assurance.	Chief Operating Officer, Forensic Services	Open	29 August 24		<b>17.5.24:</b> Forensic Services and SPA Corporate working together to develop plan for reporting, considering Committee workplan.  <b>Propose ongoing</b>
PC – 20240228-003	<b>Health and Safety Report:</b> Future reports to provide more comparative data in place of statistical commentary.	Health and Safety Manager, Police Scotland	OPEN	30 May 24		<b>20.5.24:</b> Requested information is reflected in the format and content of the Manager’s report included on agenda for meeting on 30/05. The makeup of the report can continue to be fine-tuned in line with member’s feedback.  <b>Propose to close</b>
PC – 20240228-004	<b>Training:</b> Paper to be provided on steps taken to mitigate against issues around training from EDI perspective.	ACC Professionalism / Director of People and Development	OPEN	30 May 24		<b>20.5.24:</b> Briefing paper provided to Members.  <b>Propose to close</b>
<b>COMMITTEE MEETING 27 NOVEMBER 2023</b>						
PC – 20231127 - 001	<b>Your Voice Matters (YVM):</b> Police Scotland to review and make clearer the expected timescales for actions to be completed which appear in the appendix of the report	Engagement Manager, Police Scotland	Open	28 February 2024		<b>1.2.24:</b> Discussion is ongoing with relevant Executive ambition owners to ensure we fully articulate delivery timescales, particularly around the activities which are longer term and will potentially go beyond 2024. This

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				30 May 2024		will be reflected in the update presented to the People Committee on 30 May 2024.  <b>Propose to close</b>
PC – 20231127 - 002	<b>Wellbeing Report:</b> Police Scotland to provide a report to the next committee detailing the actions being taken to ensure prioritisation of workload is fair and reasonable for both officers and staff in the light of budgetary reductions	Director of People and Development, Police Scotland  DCC Alan Speirs	Open	<del>28</del> February 2024  30 May 2024		<b>21.2.24:</b> We are awaiting the publication of the HMICS Wellbeing Front Line focus inspection report and conclusion of the Independent Review that is being undertaken within Wellbeing. It is our intention to consider the recommendations and outcomes of these reviews ahead of developing a response to this action.  <b>20.5.24:</b> Paper provided for May Committee and on the Agenda at 8.1  <b>Propose to close</b>
PC – 20231127 - 003	<b>Policing Together:</b> Police Scotland to strengthen reporting on the impact of activity undertaken under the banner of Policing Together	ACC David Duncan	Open	<del>28</del> February 2024  30 May 2024		<b>06/02/24</b> – meeting chaired by ACC Duncan and attended by reps from Strategy & Analysis, P&D and Policing Together. Policing Together priorities detailed and owners identified. Strategy & Analysis in the process of detailing short/medium and long-term measures.  <b>21/05/24</b> – Performance and Impact Group chaired by Dir Tom McMahon.

**OFFICIAL**

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						<p>Updates are gathered on the achievements of Policing Together alongside the mainstreaming of Equality Outcomes. Policing Together updates are high level (RAG) updates against the implementation plan and exceptions reporting.</p> <p>To prioritise the impact of the initiatives rather than just the activities, the updates include measures, insights and next steps whenever possible. These updates will be included in the biannual EDI/Policing Together Performance Reports, which will contribute to the two year report required by legislation (next due in April 2025).</p> <p><b>Propose to close</b></p>
PC – 20231127 - 004	<b>Sex Equality and Tackling Misogyny:</b> Police Scotland to ensure performance measures capture all the activity in progress and evidence of impact	ACC Emma Bond	Open	28 February 2024  30 May 2024		<p><b>21.2.24:</b> The information that has been requested is included in the report which has been provided. At future meetings, a more focused update around performance and workstream activity can be provided with analytics to support the data being presented. Lessons learned and workstream highlights can also be made available to the group.</p> <p><b>28.2.24:</b> High level workforce metrics in terms of representation, have been</p>

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						<p>looked at to identify initial key areas of focus to respond to the survey data and drive SETM activity. Within Policing Together, work remains ongoing to establish a 'Culture Dashboard' enabling key metrics to be tracked and accurately reported on. The wider metrics which the P+D workforce data will bring, is anticipated to provide effective and reliable data (as per Director Millers update) and will be used to drive areas of focus for SETM.</p> <p>In areas of interest, particularly around Police Scotland's Professional Standards Department, the alignment of data from different systems is ongoing to help understand any specific trends which may be linked to SETM. It is recognised that some performance indicators may not be suitable for inclusion on an automated report; therefore, this data may have to be reported separately or changes made to the reporting algorithms.</p> <p>It is also recognised that the paper should illustrate the progress of SETM and provide evidence of impact. Whilst the dashboard is still very much under development, reporting of data will be fed through</p>

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						<p>the Policing Together Oversight Board with key updates being brought to the People Committee as part of those updates. This reporting will endeavour to evidence the progress which is being made in the SETM space.</p> <p><b>Propose ongoing</b></p>
PC – 20231127 – 005	<b>Health and Safety:</b> Police Scotland to report back to the committee on the progress made to fully implement the use of Surefire earplugs and considering the associated risks if not implemented	Health and Safety Manager, Police Scotland	Open	28 February 2024  30 May 2024		<p><b>21.2.24:</b> Sure-Fire is being monitored as Organisational Risk, with the rollout ongoing. A full update is provided within the Q3 Report.</p> <p><b>28.4.24:</b> Further detail on sure-fire to be provided in future reports.</p> <p><b>Propose to close</b></p>
PC – 20231127 – 006	<b>Your Safety Matters:</b> Police Scotland to provide Members with a report on the benchmarking undertaken and key lessons learned.	DCC Alan Speirs	Open	28 February 2024  30 May 2024		<p><b>23.2.24:</b> A briefing paper will be provided to members outlining the benchmarking undertaken.</p> <p><b>20.5.24:</b> Update included in Health and Safety Manager’s Report - 2023-2024 for meeting on 30/05.</p> <p><b>Propose to close</b></p>
<b>COMMITTEE MEETING 14 NOVEMBER 2023</b>						

**OFFICIAL**

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PC – 20231114 - 001	<b>Strategic Workforce Planning:</b> Police Scotland to provide a briefing to Members that provides the consideration given to evidence and research regarding the health and wellbeing impact of shift patterns on colleagues.	Head of Strategic Workforce Planning, Police Scotland	Open	<del>28</del> February 2024  30 May 2024		<b>23.2.24:</b> A verbal update will be provided at the next meeting.  <b>28.2.24:</b> Further briefing required.  <b>9.5.24:</b> A paper has been submitted to Committee Members in response to this action and will be taken at Item 8.2.  <b>Propose to Close</b>
PC – 20231114 - 003	<b>Learning and Development Strategy:</b> Police Scotland to strengthen the themes around competency in the Learning and Development Strategy which is due February 2024	Head of Learning, Training and Development, Police Scotland	Open	<del>28</del> February 2024  30 May 2024		<b>23.2.24:</b> In order to enable further engagement across Police Scotland’s Executive team and with the Chief Constable, the development of the L&D Strategy has been paused and a fuller update will be provided on next steps in due course.  <b>22.5.24:</b> The Police Scotland Learning and Development Strategy has paused and instead, the organisation will produce an annual learning and development delivery plan with activity aligned to the People Plan.  <b>Propose to Close</b>

**OFFICIAL**

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PC – 20231114 - 004	<b>Target Operating Model:</b> Police Scotland to share the draft one-page Target Operating Model with PC Members	Chief Digital Information Officer, Police Scotland	Open	<del>28 February</del> 2024 30 May 2024		<p><b>21.2.24:</b> The draft Target Operating Model has still to progress through internal governance and be signed off by the Force Executive, after which it will be shared with SPA PC members.</p> <p><b>21.5.24:</b> Development of our current and target operating models continue – Mapping of current and future services is being progressed in both operational policing and Enabling functions. As it stands, we have draft products at various levels going through review and consideration across a range of workstreams under the guidance of DCC Connors via Operation Evolve. It is expected that final products will be ready in Oct, with various versions coming online from late June onwards.</p> <p>Sharing and surfacing of these products as they develop will occur at the relevant points – August is a likely achievable date for the sharing of current operating model on basis it will have been through internal scrutiny and review by then.</p> <p><b>Propose ongoing</b></p>

**COMMITTEE MEETING 29 AUGUST 2023**

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**OFFICIAL**

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PC-20230829-001	<p><b><u>Mental Health and trauma in Policing outputs:</u></b> Discussion required on how to align outputs from the Trauma event and the overall Wellbeing approach including understanding how we monitor and measure the practical steps being taken to ensure our people are supported when they need to be.</p>	<p>Director of People and Development, Police Scotland, Head of Strategy &amp; Performance, SPA; and Head of Workforce Governance, SPA</p>	Open	<p>27 November 2023</p> <p>28 February 2024</p> <p>30 May 2024</p>		<p>P&amp;D Health and Wellbeing are currently working with an external consultant to undertake an independent impact assessment of our approach to wellbeing with the aim providing members with assurance &amp; evidence in relation to our wellbeing activities/agenda.</p> <p>Outputs from the Mental Health and Trauma in Policing event will be considered alongside recommendations from the independent impact assessment and a meeting will be arranged with SPA colleagues in due course.</p> <p><b>27/11/23</b> – An action plan will come to the February committee</p> <p><b>6/2/24:</b> As with PEOPLE – 20231127 002, we are awaiting publication of the HMICS Wellbeing Front Line Focus Inspection and conclusion of the Independent Review that is being undertaken within Wellbeing. It is our intention to consider the recommendations and outcomes of these reviews ahead of developing a response to this action.</p> <p><b>20.5.24:</b> The recommendations and outputs of the Mental Health and</p>

**OFFICIAL**

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						<p>Trauma in Policing event closely align with recommendations from the Thriewise Independent Review and HMICS Wellbeing Frontline Focus Inspection.</p> <p>As such, we are working to deliver a holistic action plan in July that will align and address all these recommendation through a coordinated approach.</p> <p>Further detail on progress in relation to this is detailed in the 'Health and Wellbeing Programme – The Way Forward' report which will be presented to SPA PC in May.</p> <p><b>Propose to close.</b></p>
PC-20230829-003	<p><b>Training:</b> Briefing requested that will provide assurances to committee that all mandatory training is being completed and that development training is also being undertaken along with confirmation of the percentage of worktime the workforce are spending on training</p>	DCC Alan Speirs	Open	<p>27 November 2023</p> <p>28 February 2024</p> <p>30 May 2024</p>		<p><b>17/11/23</b> Awaiting update from Police Scotland</p> <p><b>21.2.24:</b> A briefing paper was provided to the SPA 20 February 2024.</p> <p><b>28.2.24:</b> Paper with further assurance requested.</p> <p><b>24.5.24:</b> Information provided within Item 5.2, tabled at meeting on 30 May.</p>

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