

SCOTTISH POLICE AUTHORITY

Elphinstone House
65 West Regent Street
Glasgow
G2 2AF
Tel: 0141 585 8300
Fax: 0141 331 1596
Email: enquiries@spa.pnn.police.uk
www.spa.police.uk

LETTER SENT BY E-MAIL

25th November 2013

Dear Sir or Madam,

CONSULTATION ON TOPICS FOR FUTURE SCRUTINY BY THE SCOTTISH POLICE AUTHORITY (SPA)

We are inviting written responses to this consultation paper by Wednesday 15 January 2014.

Responding to the Consultation Paper

Please send your response(s) to:

SPAScrutinyConsultation@spa.pnn.police.uk

or

Scottish Police Authority
Strategy and Governance Directorate
Elphinstone House
65 West Regent Street
Glasgow
G2 2AF

If you have any queries, please send an email to the address above.

About this Consultation Process

At a meeting of the Scottish Police Authority on the 26th June 2013 members approved an approach whereby policing-related topics would be identified for in-depth scrutiny, supplementary to that carried out through the Authority's on-going series of public meetings. Such an approach allows the Authority to fulfil its statutory obligations by contributing to continuous improvement and holding both the Chief Executive of the Authority and Chief Constable of Police Scotland to account.

The selection of specific topics for future scrutiny will ultimately be the responsibility of members. However, one of the principles of good governance is that public and partner voices are heard prominently in the decision-making process. There is, therefore, a

strong desire from the Authority to engage with key stakeholders within and beyond policing to inform our thinking around this area of our business.

We would invite stakeholders to complete the accompanying consultation form if they have a topic they believe to be a pressing and appropriate one for scrutiny by the Scottish Police Authority within the next 12-18 months. The topic must be directly related to policing. Whilst there is no prescriptive criteria for the proposal of a topic, organisations might wish to consider issues in which policing-related activities involve:

- the potential for improvements for the public, partners, officers and staff.
- consequences for relationships with citizens, communities and partners.
- significant impacts on levels of public satisfaction, confidence and trust.
- implications for consistent levels of service or the long-term sustainability of services.
- evidence of best practice or innovation.
- significant best value, equality, human rights or sustainability implications.

Respondents may return more than one form, however to ease the administrative burden we would be grateful if organisations could *limit the number of topics identified to three*.

Next Steps in the Process

Once officers of the Authority have collated all the responses, they will be analysed and the results disseminated to Authority members. Topics will be proposed and selected by members, with consultation responses informing their thinking and understanding of key issues. However, a range of other factors will also likely be taken into account, including other available information and evidence.

Once topics are selected, a forward work plan for scrutiny will be developed for the year ahead, allowing both the Chief Executive of the Authority and Chief Constable of Police Scotland to know in advance what will be required of their respective organisations. Topics will be subject to either a *Scrutiny Discussion* or *Scrutiny Review*, depending on the nature of the issue and available resources.

Scrutiny Discussion: This is intended to be a standing item on the agenda of each Authority meeting and taken in public or private depending on any need for confidentiality around the particular topic. Members will normally be presented with a paper in advance of the meeting and/or a presentation at the meeting, often but not exclusively by Police Scotland. Members will have the opportunity to discuss the topic and ask questions. The discussion and any actions arising will be recorded in the minute of the meeting.

Scrutiny Review: A short term task group will be established. The scope, brief and terms of the review will be approved by members on the task group after advice from officers of the Authority. The group will be able to consult with stakeholders and client groups, take evidence and commission external advice and support. A final report, along with any recommendations, will normally be presented to the full Authority. Other stakeholders and interested parties will also be provided with a copy of any report produced.

Key stakeholder organisations will be provided with feedback on the results of the consultation exercise and details of the programme of scrutiny work to be carried out by the Scottish Police Authority.

This formal scrutiny process does not inhibit organisations from continuing to raise any issues with the Authority either directly or via established networks and relationships. Policing is undergoing a considerable period of change – a process which is likely to

continue for several years to come. It is the Authority's intention that stakeholders will be consulted again on issues for potential scrutiny in the latter part of reporting year 2014-15.

Handling Your Response

We need to know how you wish your organisation's response to be handled and, in particular, whether you are happy for your response to be made public. On the consultation form please indicate whether or not you wish your response to be made public and we will treat your response accordingly.

Comments

If you have any comments about how this consultation exercise has been conducted, please send them to the contact details provided.

Yours faithfully,

A handwritten signature in blue ink, appearing to be 'John Foley', with a large, sweeping loop at the end.

John Foley
Interim CEO

