

**BUSINESS PROTECTION POLICY GROUP MEETING
THE RISK FACTORY, 20 NEW MART ROAD, EDINBURGH
1030-1230 THURSDAY 25TH MARCH 2010**

MINUTES

Attendees:

Mike McCormick (MM)	Lothian and Borders Police
Graham Birse (GB)	Edinburgh Chamber of Commerce
Gill McMurray (GMc)	Lothian and Borders Police
John Mullan (JM)	Lothian Buses
J Russell Brownlie (JRB)	JRB Risk identification, Assessment & Control
Michael Carter	Advance Security
Paul Mackie (PM)	CCTV Compliance Ltd
Sharon Ritchie (SR)	Edinburgh Chamber of Commerce
Matt Ronan (MR)	Scottish Business Crime Centre
Paul Matthews (PMA)	Lothian and Borders Police
Jamie MacPherson (JMac)	Wilson James Ltd
Bruce Burt (BB)	Lothian and Borders Police
Pete Harrower	Sheraton Hotel
Tony Collins	Lothian and Borders Fire & Rescue Service

1. Welcome

Mike McCormick welcomed everyone to the meeting and thanked them for their attendance.

Due to a number of first-time attendees the group introduced themselves.

2. Apologies

Mary-Ellen Lang	City of Edinburgh Council
Dr Alison McCallum	NHS
Paul Hendy	Scottish Flood Forum
Peter Jaco	Orbis IP
Niall Kinloch	Scottish Continuity Group

3. Minutes of Last Meeting

The minutes of the last meeting were discussed and accepted as a true record of the meeting. Russell Brownlie requested a minor amendment to his comment regarding corporate reputation versus bottom line to state that this may only be the case in some cases.

4. Action Updates – Gill McMurray

Action 8/09 – Action Complete. Paul Mackie will raise subject of creating a security fact sheet at the next Retail Security Policy Group meeting.

Action 11/09 – Action Complete. Provision of further Retail Crime Events. 'Check-Out' presentation delivered to the group. Lothian and Borders Police will continue to assist the Chamber in providing events where relevant.

Action 13/09 – Action Complete. Endeavor to obtain loss figures to ascertain correlation between reported crime and actual loss. John Lewis provided abbreviated figures showing a reduction in theft with a fairly static overall loss figure. This would appear to back up reported crime figures.

JMac – stated that the John Lewis figures might suggest that they have tightened up a number of processes including supply chain etc and may not simply reflect changes in store. Jamie asked about the use of civil recovery schemes in Scotland. MR explained that although there is an attempt to have it more widely used in Scotland, the difficulty lies in actually receiving the money back. People who ignore court letters will also ignore letters requiring recovery. Also the effects on future credit rating etc can have a disproportionate effect compared to the crime committed.

Action 14/09 – Action Complete Meantime. To consider methods of data collation between businesses. Check Out presentation highlighted good practice and successful method – possibly to be re-visited by group following discussion around ongoing work.

Action 15/09 – Action Complete. To consider Press Release to highlight the work of the Policy Group. Graham Bell, Press and Policy Officer with the Chamber is keen to promote the work of the group and is aware that a new piece of work is being considered. He will assist in due course.

5. Presentation – ‘Check Out’ – Bruce Burt, Lothian and Borders Police

Bruce Burt, a community Police officer, delivered a presentation on the ‘Check out’ information-sharing scheme. Launched on 25th November 2009, it already has a membership of over 100 retailers.

The scheme is designed to share crime information and CCTV images in real time between members of the scheme. This makes the information local, current and relevant. The stores need only have external e-mail access to join and a nominated single point of contact from the store will sign up to the Information Sharing Protocol, which has been designed by Lothian and Borders Police Information Manager. The member will then receive a copy of the constitution and FAQs.

The system has been used to encourage crime reporting amongst its members and suggests that details of any crime that has just happened be submitted to the ‘Check out’ administrator whilst awaiting the arrival of the police.

The administrator takes the information that is sent to them by e-mail and enters it onto a template form which is then disseminated to members.

Essential Edinburgh provides the administrators during working hours and John Lewis outwith.

The system is very much run in partnership between the Police, the retailers, the Council and is consolidated by meetings to bring all stakeholders together.

PM asked who supplies CCTV images.

BB – They are supplied by individual stores who attach and send with the e-mail.

RB – Would a form for completion by retailers not help to ensure fuller details?

SR – Perhaps a template?

BB – This was considered but there were technical difficulties in having all the participants install documents etc – there is possibly going to be a sticker, which could be attached at till points etc as an aide memoire for staff.

GB – asked if there was a case study that could be used to promote and prove the success of the product.

BB stated there were numerous success stories already.

SR – How do stores identify themselves as part of the group?

BB – We are hoping to have some form of signage available to members to display at their entrances or at till points.

GMc – What sort of crimes have been highlighted via the system?

BB – Retail crime, Fraud, card cloning and even sexual offences.

MM asked Paul Mackie re the issue of CCTV sharing etc, Paul explained that this had been discussed off table but that Data Protection issues must always be considered.

6. Items for Discussion:

6.1 Standing Items

6.1.1 Sub Group Review

MM asked for an update with regard to recent meetings of any subgroups. Members confirmed that there had been no recent meetings

GMc suggested that since the completion of the 'What If?' documents there had been little momentum.

PM – Physical group should continue to meet, as there are still ongoing issues.

GMc – will perhaps need to look at membership, as there had been a number of recent changes to people involved.

6.1.2 Recession/Economic Climate –

Mike McCormick gave an update on Crime figures. Figures follow.

(LYTD) – 1/7/08 to 31/01/09 compared to 1/7/09 to 31/01/10.

The figures show a significant rise in domestic housebreaking (+13%) but notably business housebreakings are down. A number of reasons could be behind this including the possibility that recidivist offenders generally target houses as opposed to business premises.

JM suggested that perhaps there is a change in the value of items being stolen when they are sold on.

The phenomenon of selling gold may also be a variable in thefts of jewellery from houses.

	FORCE	City of Edinburgh
Shoplifting	3 year ave +0.5 % LYTD -11%	3 year ave -0.4% LYTD -12%
Housebreakings		
Business	3 year ave -10% LYTD -18%	3 year ave -21% LYTD -29%
Dwellings	3 year ave +13% LYTD +15%	3 year ave +9% LYTD +16%
Fraud	LYTD +1%	LYTD +1%
Crimes of Dishonesty - total	3 year ave -1.2% LYTD -6%	3 year ave -3% LYTD -8%
Crimes of violence	3 year ave -14% LYTD -13%	3 year ave -13% LYTD -13%

There has been a small drop in theft shoplifting, returning to a relatively 'normal' level.

BB – There is anecdotal evidence that shoplifting is in decline.

JRB – We continue to see reports re. Drug abuse, what impact does that have?
MM- Alcohol, background values, chaotic lifestyles all have an impact on crime
BB – Drugs still feature in the crime reports we see.
GB – Is there an issue with the fact that the main dispensary for Methadone is Boots in Shandwick Place in the heart of retail area>
PM – Similar problem in the Gorbals – 3 dispensing chemists in one area meant that whole area was destroyed, but there would be a commercial concern potentially in taking this business away.
JM – At least Shandwick Place is away from large residential area.
MM – Interested to have Alison McCallum's input on this issue. Opportunism will always be a factor and the location may be a factor.

GB – Observations regarding the economic climate. Recovery is underway but hesitant and will be painstaking with 0.1% growth in the first quarter. Discussions continue around public spending and there may be a risk of a 'double-dip' recession if spending is cut.
In Scotland at a national level the Scottish budget will be cut by 4 billion (15%) to stabilise public finances. Salaries and pensions will have to be looked at. Investment in economic development is vital.

MM – The Police are expecting a 12% cut over 3 years and the fire service will be similar.
SR – Chamber members are reporting a reduction in public sector contracts and are now hunting in the private sector.
PM – CCTV companies have been impacted by budget cuts, door stewards at pubs/clubs are being reduced, and this may lead on to other issues.
GB – the hope is that cuts will bring efficiencies.
MM – Service outcomes must remain the same but cuts away from staff/people costs are very difficult.

6.1.3 – Communication

To be covered within next agenda item.

6.2 Continuity of Chamber of Commerce/Police Partnership

MM explained that the Business Protection Liaison Officer role had a number of drivers. It has been used as a placement for officers but now budget and cost restraints require us to look at other methods to maintain the partnership. The cost issues are reflected by the Chamber who agree it would be difficult to charge members to cover this cost at such a time.
A dedicated officer was in post to build relationships that had previously been difficult to make, this has now been achieved.

It is also an isolated post and we have looked at other roles that could deliver the same services.

I have responsibility for 'Safer Communities' Department at a Force level and Inspector Paul Matthews from this department will act as a tactical level contact between the Police and the Chamber.

I will retain the chair of the Policy Group at a strategic level and Graham Birse and I will have a pre-meet to discuss agenda issues.

Ground level services will be delivered by divisional personnel.

This process will be fluid meantime and I would welcome any comments as time progresses so we can consider any changes that are required.

GMc – I will utilize both the Police and Chamber Websites to signpost new points of contact and will include Inspector Matthews Contact details in the minutes.

GB – People will understand that a full-time resource is now not practical but work to establish improved communications has been successful but now needs to continue.

MM – We can revisit and re-energise if required.

6.3 Future role and Work streams for the Policy Group

MM – We would like ideas to look at the needs of members and views around the table for activities for the group to pick up and drive forward.

PM – Security, training and maintenance suffer during recession. Should we look at the repercussions of this in terms of long-term implications for businesses? People need to consider that a short-term cost saving may have an adverse long-term effect.

JRB – Support is important in these times and looking at best practice, may assist.

MM – similar to retailers cutting guards but at what cost?

JMac – I am a manguarding specialist and would like a clearer idea of where I can contribute to the policy group. Happy to continue if there is some relevance.

Decisions of work themes will influence those who sit around the table.

MM – Should we widen the question to the wider membership as to what the BPPG can deliver perhaps in terms of safety and Business Continuity etc?

GB – Neither the chamber nor the Police wish to impose an agenda so the group must decide. In the first instance perhaps the sub-group chairs need to consider if they still have ongoing work.

The 'week of action' event may give rise to issues for the group to consider. Perhaps further research will be required.

Group discussion around issues including, use of stewards rather than police at large scale events i.e. football matches, the sex trade in Edinburgh, beggars, safety and cleanliness of premises, alcohol safety. General agreement that the aim is to campaign on a policy that will assist Edinburgh in becoming a safer, successful and dynamic city. The majority decision will determine the issues to drive forward.

MM – Could all members please give this consideration and feedback to next meeting, can alternatively contact myself or Graham should there be a specific suggestion.

7.0 Future Events

'Week of Action'. The week of events is running from the 1st to 4th March 2010 within Edinburgh city centre. Many events are now full with few final places available for National Security Conference on the Thursday.

8.0 AOCB

JMac – Counterfeit and fraudulent identity documents event being held at Standard Life in conjunction with Wilson James on March 29th.

ACTION – GMC to circulate invite electronically to all group members.

ACTION – Link Checkout information to Chamber/Police websites

9.0 Date and Venue for next meeting

The next meeting – 27th May 2010 at 10.30am

Anyone able to offer a suitable venue should contact Paul Matthews. (Details follow).

Inspector Paul Matthews – Safer Communities, Force Headquarters

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Graham Birse, Edinburgh Chamber of Commerce

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