



# Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

## Joint Central Committee Minutes

Ref: CS/DJK/LS

Minutes of the Joint Central Committee meeting held at the Glynhill Hotel, Renfrew on Tuesday 4th and Wednesday 5th November 2014.

### 1. ATTENDANCE AND OPENING

#### **SPF Office Bearers:**

Calum Steele	- General Secretary
Robert Milligan	- Deputy General Secretary
Brian Docherty	- Chairman
Graeme Ednie	- Vice Chairman

#### **North Area Committee:**

John Ferguson  
Steven Thomson  
David Hamilton  
Graham Sloan  
Neil Cameron  
Paul Hogan

#### **East Area Committee:**

Stewart Ross  
Amanda Givan (Day 1 only)  
Nigel Bathgate (Day 1 only)  
Gordon Dixon  
Raymond Dutton (Day 2 only)  
Heather MacDonald

#### **West Area Committee:**

Malcolm MacDonald  
Jim Foy  
Andy Hastie (Day 1 only)  
Andrew Smith  
David Blacklock  
Andrea MacDonald

## **Subject Secretaries**

David Kennedy	Conduct Secretary
Jackie Muller	Equality Secretary
Peter Jones	Health & Safety Secretary

## **Observers**

Wilkie McCloskey	East Area Committee
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## **Also in attendance**

Lesley Stevenson	Business Administrator
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Apologies were received from Raymond Dutton and Philip Maguire for day one; Amanda Givan and Nigel Bathgate for day two and from Neil MacDonald for both days. Philip Maguire was replaced by Andy Hastie and Neil Macdonald was replaced by John Ferguson.

The Chairman opened the meeting, thanked everyone for their attendance and invited all to take a full part in the meeting.

He asked that whenever someone left or joined the meeting it be recorded in the Minute.

The Chairman reminded the Committee that the Standing Orders are very clear in relation to notification of non-attendance at meetings and asked that in all instances he be notified of apologies.

The separate Central Committees met between 10 and 11am.

## **2 MINUTE OF PREVIOUS MEETING**

The Minute of the last meeting were circulated with JCC Circular 39 of 2014 and were accepted as a true record.

## **3 LEGAL ADVICE AND ASSISTANCE**

The Committee was informed that since the last JCC meeting there had been 10 new cases; four RTA cases (40/14, 41/14, 47/14 and 49/14), five injury on duties cases (42/14, 43/14, 44/14, 46/14, 48/14) and one employment tribunal case (45/14). A further two files were rejected. The Deputy General Secretary also advised the Committee of a pending Fatal Accident Inquiry which would involve a number of officers and that this matter would be reported in full at the JCC meeting in February.

The General Secretary informed the Committee that there had been a ruling at the Employment Appeals Tribunal relative to calculation of holiday pay. He said that he had spoken to SPF Solicitors about the drafting an ET1.

#### **4 PNB**

The General Secretary told the Committee that the Staff Side had met on 30 September in Merrylee House. Chief Superintendent Niven Rennie, ASPS Chairman had been appointed as Staff Side Chairman and the new ASPS General Secretary, Craig Suttie would also be a representative on the Staff Side replacing Carol Forfar.

The Committee was informed that the last PNB Scotland meeting was held on 7 October in Edinburgh. It was noted that the Official Side had clarified that it had not rejected the Staff Side's claim on maternity pay and said it would circulate its position in the near future.

There was also an issue relating to the Independent Chair, his term of appointment and meetings beyond that. It was noted that the PNB Scotland constitution would be addressed early next year in future legislation.

The General Secretary and Official Side Secretary had met with ACAS to discuss future arrangements for failures to agree and dispute resolution. It was noted that Staff Side representatives would also be asked to attend future meetings on this subject.

A PNB Circular had been issued incorporating the agreement on the additional travel allowance for the Commonwealth Games.

It was agreed that a PNB Equality Working Party would be established.

The Equality Secretary asked whether there were timescales for the Equality Working Party and asked about Terms of Reference (TOR). This was discussed and it was noted that the TOR were currently being drafted by the HR department in the Police Service of Scotland.

The General Secretary told the Committee that an advert for the Independent Chair of the PNB had been posted on the SPF website earlier that day and asked that any suitable candidate be notified of this advert.

#### **PENSIONS**

The General Secretary gave an update to the Committee on the Scheme Advisory Board and Pensions Board and reminded the Committee of the need for equal employer and employee representation and at this time that meant three for each. He advised that Staff Side had agreed the SPF should nominate two of these three with the third being nominated by ASPS and SCPOSA.

The General Secretary also reminded the Committee that members on the Pensions Board were there to act purely in accordance with the requirements of the legislation and could not be directed by either employee or employer.

The Committee later recommended two names to be put forward as employee members of the Pensions Board.

The General Secretary gave an update on the position with firefighters in Northern Ireland relative to their retirement age. He reported Mercers had been engaged to examine

whether a change to Northern Ireland firefighters pensions could have implications for the police pension proposals in Scotland. He explained the various considerations for the police pension proposals and obtained the JCC's view on appropriate negotiating terms.

Members also discussed ill health provisions for the 1987 and 2006 pension schemes.

## **5 SCOTTISH POLICE CONSULTATIVE FORUM**

The Committee was informed that the last meeting had been held on 7 October in Edinburgh. It was noted that work was continuing on Senior Officer Conduct Regulations and it had been agreed that the English type caution, warning of negative inference, would not be used in Scottish conduct interviews.

It was also noted that it had been agreed that PSoS would set up a priority meeting to discuss working time and inspectors/superintendents hours but no meeting date had been set.

Work is continuing on Senior Leadership Development and all PNB, Scottish Government and SHHD Circulars are to be reviewed to establish their continuing relevance.

## **6 SCOTTISH POLICE AUTHORITY (SPA)**

The Committee was informed that the last meeting had been held on 8 October in Stirling and was attended by Malcolm MacDonald, David Hamilton and Gordon Dixon. A paper had been circulated with the Agenda, was discussed and noted. Amongst the issues discussed were Stop/Search, i6, Health & Safety, Commonwealth Games, Police Scotland payroll and an Employee Engagement Survey for officers and staff which has been described as covering areas of performance and morale by the SPA HR Committee. It was noted that the survey was due to be completed by the end of the financial year.

The General Secretary told the Committee that he had received a letter from the SPA about the frequency and content of SPF engagement meetings. Members discussed future agenda and attendees.

## **7 JOINT NEGOTIATING CONSULTATIVE COMMITTEE (JNCC)**

The Committee was informed that the last meeting was held on 9 October in Stirling. A paper had been circulated with the Agenda, was discussed and noted.

David Hamilton raised the matter recently reported in the Sunday press regarding stop/search and this was discussed by the Committee.

David Hamilton raised the issue of deployable 24/7 community response officers and said that it needed to be given primacy at JNCC. This was discussed and the Chairman said that this matter was being looked into by the SPA. It was agreed that these issues could be discussed at the JNCC Sub groups.

## **8 LOCAL NEGOTIATING CONSULTATIVE COMMITTEES (LNCCs)**

### **North**

A paper had been circulated to the Committee with update on the meeting held on 26 September where amongst the issues discussed were Operation Jersey 2013; working time regulations; re-rostered rest days; TOIL; Campaign against Violence days; employee support mechanisms; Commonwealth Games; half pay no pay; resource levels and the annual leave allocation process.

### **East**

A paper had been circulated to the Committee with update on the meeting held on 3 October where amongst the issues discussed were the blanket cancellation of rest days; operational base levels; attendance management; morale; senior officer's posts and shift ballots.

### **West**

A paper had been circulated to the Committee with update on the meeting held on 3 October where amongst the issues discussed were the promotion diploma and those considered suitable but for whom there were no vacancies; grievances; due notification; stop/search; budgets; firearms licensing; the Police Scotland Volunteer Scheme; held in reserve; uniform working group; firearms officers; custody and pay slips.

## **9 FINANCE STANDING COMMITTEE (FSC)**

The last meeting was held on 15 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted.

David Hamilton reported that he awaited a response from lawyers relative to the lease for the premises in Dundee.

Jim Foy raised the matter of the renewal of the member services insurance package. The Vice Chairman explained that the process had commenced and that the current brokers were engaging with various insurance providers. He would give further details when they were received.

Following debate the Committee asked Trustees to undertake an insurance broker selection programme where the final decision would be taken by the Chairs and Secretaries.

The Committee discussed the police budget and the £68.2m gap and how that might be bridged.

## **10 LEGISLATION AND REGULATION STANDING COMMITTEE**

The last meeting was held on 15 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted.

The Committee discussed the Policing Performance Framework and the Chairman thanked those that had responded to the consultation.

The Committee was also informed that copies of the SPF submission to the Smith Commission were available in hard copy for distribution through the Areas.

## **11 OPERATIONAL DUTIES STANDING COMMITTEE**

The last meeting was held on 15 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted.

Gordon Dixon raised the inclusion of specials on operational base levels which had been proposed and asked for an SPF view. The Committee emphatically rejected this proposal.

The Committee also considered fora to discuss custody and agreed that further work should be done on this.

Malcolm MacDonald raised the use of social media and asked about process and controls to ensure that consistent messages were being produced by the SPF. Members discussed the Central Meeting Register and the requirement for all representatives to ensure that others were aware of important decisions being made by Government, the Force and SPF.

## **12 CONDUCT SUBJECT COMMITTEE**

The last meeting was held on 14 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted.

Members expressed concern about communications from the Force to officers who were on long term sick leave or who had attendance issues. Members also discussed SOPs and training in connection with conduct.

## **13 EQUALITY SUBJECT COMMITTEE**

The last meeting was held on 14 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted. The Equality Secretary told the Committee about a draft memorandum of understanding between PSoS and staff support networks which she had been sighted on and which contained proposed working arrangements for representatives of diversity interest groups.

## **14 HEALTH AND SAFETY SUBJECT COMMITTEE (H&S)**

The last meeting was held on 14 October. The Minute had been circulated with JCC Circular 48 of 2014 and was noted. The H&S Secretary asked that operational base levels be placed on each area H&S Committee. Members also discussed CS/PAVA and the presentation delivered at the recent EuroCOP meeting on Tetra.

## **15 POLICE RELATED CHARITIES**

### **Police Treatment Centre (PTC) and the St George's Trust**

Stewart Ross reported that the attendance at meetings and resilience issues raised at the last meeting had now been addressed. He also told the Committee that he had resolved the issue relative to charity collection boxes.

### **Scottish Police Benevolent Fund**

It was agreed that this item would be removed from future agendas.

### **Scottish Police Bravery Award/Lewis Fulton Medal**

It was noted that the next meeting would be held at the end of November and that Jim Foy would be meeting jewelers at the end of the week relative to medals. The Committee agreed that a reminder would be issued in all areas.

### **Police Dependents' Trust**

Following the Charity Commission's review, the recommendations have been implemented and new sub committees are now in place.

### **National Police Memorial Day**

The Committee noted that arrangements for next year in Edinburgh were well under way.

## **16 JCC CIRCULARS ISSUED SINCE LAST MEETING**

A paper was circulated and was noted.

## **17 COMMONWEALTH GAMES**

It was noted that following a number of meetings between SPF and the Commonwealth Games Financing Team, most overtime queries had been resolved. The bulk of the issues had been dealt with and outstanding matters could be resolved as and when they arise.

Malcolm MacDonald reported that he and the Business Manager would be attending a Commonwealth Games Finance Group meeting the following day.

It was agreed that this item could be reported under the Operational Duties Standing Committee and therefore could be removed from the agenda.

## **18 AREA ELECTIONS**

It was noted that elections to Area Committees were governed by Rule 7 of the Police Federation (Scotland) Rules and that those Rules required the JCC to determine a process for election and the month of the year in which they should take place. A process paper had been circulated, was discussed in full and with a minor amendment, was approved by the

Committee. Members discussed eligibility for voting and it was noted that all contributing members would be eligible.

## **19 MOTION**

The following motion was submitted to the JCC from the East Area Committee:

That this East Area Committee asks the JCC to engage with the Force Executive to seek an agreed definition of “exigency of duty”

This motion was carried.

## **20 CORRESPONDENCE**

The General Secretary told the Committee that out with correspondence of a routine nature; he had received;

- A letter from the Cabinet Secretary for Justice regarding the position of maternity leave
- A letter from Chief Constable Stephen House congratulating John Crawford on his election to the post of Vice Chairman of the NAC.
- A letter from John Crawford relative to his new post.
- An invitation from the British Transport Police to their Annual Conference in March. Jackie Muller and the Deputy General Secretary would attend.
- A letter from Superintendent Gavin Philip advising of his new role as Parliamentary Liaison Officer.
- A letter from the Deputy General Secretary intimating his retirement from the police service in March. The General Secretary then provided the JCC with formal notification for the election to the post of Deputy General Secretary.

## **21 COMPETENT BUSINESS**

A paper relative to the Rules and Standing Orders for Central Conference was circulated and discussed. The paper was approved and it was agreed that it would be issued via JCC Circular later that day.

It was noted that Raymond Dutton was due to retire from the police service. Best wishes were given to Raymond for the future. Thanks and best wishes were also given to Rab Milligan, Deputy General Secretary on his forthcoming retirement from the police service. It was noted that Rab was one of the longest serving office bearers of the JCC having spent several years as the Vice Chairman before moving to his present post. The Chairman said he would be sorely missed.

The Chairman wished members of the Committee, office bearers and all representatives standing well for the forthcoming elections.



## **22 CLOSURE**

The Chairman closed the meeting and wished everyone a safe journey home.

A vote of thanks was given to the Chairman.

**BRIAN DOCHERTY**  
Chairman

**CALUM STEELE**  
General Secretary

## **CONSTABLES' CENTRAL COMMITTEE**

Minutes of a meeting of the Constables' Central Committee held in the Glynhill Hotel, Renfrew on Tuesday 4th November 2014.

### **1. ROLL CALL**

John Ferguson	North Area
Steven Thomson	North Area
Stewart Ross	East Area
Amanda Givan	East Area
Malcolm MacDonald	West Area
Jim Foy	West Area
Brian Docherty	Ex-Officio
Calum Steele	Ex-Officio
Graeme Ednie	Ex-Officio
David Kennedy	Conduct Secretary
Jackie Muller	Equality Secretary
Peter Jones	Health & Safety Secretary

### **2. APOLOGIES**

Apologies were received from Neil MacDonald (North Area). Neil was replaced by John Ferguson.

### **3. ADOPTION OF STANDING ORDERS**

Standing Orders were adopted for the duration of the meeting.

### **4. OPENING OF MEETING**

The meeting was opened by the Chairman, Jim Foy who welcomed everyone to the meeting.

### **5. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were accepted as a true record of the meeting and were accepted as a true record of the meeting and were sent out to members of the CCC on 14 October 2014.

### **6. MATTERS ARISING**

#### **(a) PNB**

There were no items that were rank specific to discuss.

## **(b) JCC AGENDA**

There were no items that were rank specific to discuss.

### **7. COMPETENT BUSINESS**

The Secretary of the CCC raised the matter of next year's Annual Conference to establish if there was to be a theme for the Constables Central Committee at Conference. A discussion thereafter took place as to what would be deemed a rank specific issue.

The General Secretary provided an overview for Conference and a Conference Management Committee would be created soon and they would have responsibility to bring the Conference together. Each Secretary Lead would have an hour to make a presentation to Conference, Conference would be in the format of 5 Sessions and it was further intimated that the 5 Political Parties (SNP, Labour, Conservatives, Liberal Democrats and the Greens) will be invited to attend Conference as is normal protocol prior to the National Elections in 2014.

The Committee agreed that the timeline to decide if the Constables Central Committee required time at Conference could still be agreed at a later date.

The Secretary made the Committee aware of the necessity to have motions submitted within the relevant timescales and the matter would be discussed at JCC later that day.

The Secretary also provided an update as to a meeting that was to take place of 6<sup>th</sup> November to discuss relating to the Commonwealth Games and he had a briefing paper that he would discuss at JCC.

### **8. CORRESPONDENCE**

No correspondence had been received.

### **9. DATE OF NEXT MEETING**

The next meeting is to be held in the Hilton Hotel, Dunblane on Tuesday 10th February 2015.

### **10. CLOSURE**

The chair closed the meeting and thanked everyone for their attendance.

**MALCOLM MACDONALD**  
Secretary

**JIM FOY**  
Chair

## **SERGEANTS' CENTRAL COMMITTEE**

Minutes of a meeting of the Sergeants' Central Committee held in the Glynhill Hotel, Renfrew on Tuesday 4th November 2014.

### **1. ROLL CALL**

David Hamilton	North
Graham Sloan	North
Nigel Bathgate	East
Gordon Dixon	East
Andy Hastie	West
Andy Smith	West
Robert Milligan	Ex-Officio
Wilkie McCloskey	East Observer

### **2. APOLOGIES**

Apologies were received from Philip Maguire.

### **3. CHAIRMAN'S OPENING REMARKS**

David Hamilton opened the meeting by welcoming everyone present and invited a full participation from the group. Minutes from last meeting were approved.

### **4. PNB SCOTTISH STANDING COMMITTEE**

There were no sergeant specific matters to discuss.

### **5. DEPLOYMENT SURVEY**

The matter is to be continued through the Operational Duties Standing Committee.

### **6. TRANSITIONAL IMPACT**

SCOPE training was again raised relative to permission levels. The Chair was to make contact with Resource manager to discuss.

### **7. CONFERENCE**

A discussion took place on the format of the Sergeants' Central Conference (SCC) and Andy Smith will work with the Deputy General Secretary to return to the next SCC meeting with a brief.

### **8. NATIONAL CUSTODY FORUM**

The Chair invited Wilkie McCloskey from the East area to provide a summary of the recent conference he attended on behalf of the Committee.

Wilkie provided a comprehensive briefing on the issues that were discussed there which mirrored in many ways, the issues experienced in Scotland.

Wilkie was thanked by the Chair on behalf of the committee and it was seen by all as a worthwhile exercise.

## **9. COMPETENT BUSINESS**

There were no items.

## **10. CLOSURE OF MEETING**

The Chair closed the meeting and thanked everyone for their attendance.

**DAVID HAMILTON**  
Chairman

**GORDON DIXON**  
Secretary

## INSPECTOR'S CENTRAL COMMITTEE

Minutes of the Inspector's Central Committee meeting held in the Glynhill Hotel, Renfrew on Tuesday 4 November 2014

### 1. Roll Call

Heather MacDonald	EAC (Secretary)
Paul Hogan	NAC
Neil Cameron	NAC
Andrea MacDonald	WAC (Chair)
David Blacklock	WAC

### 2. Apologies

Raymond Dutton - EAC

### 3. Opening of Meeting

The Chair opened the meeting and welcomed everyone.

### 4. Adoption of Standing Orders

Standing Orders were adopted for the duration of the meeting.

### 5. Minutes of Previous Meeting

The minutes of the previous meeting had been circulated and were adopted as a true record of that meeting.

### 6. Previous Actions

There were no actions from the previous meeting.

### 7. Matters Arising

#### Time for Justice

Update from **AM** – The last meeting of the PNB(S) – Working Practices Group was held. **AM** asked them regarding sub-groups i.e. equality etc. but PSOS had previously stated they did not require this. However, the official side has now agreed that a separate equality group is indeed required. This will be set up as and when required.

Calum Steele and the official side met with ACAS and discussed how we deal with disagreements.

Leadership Strategy – **AM** will be involved in this and they are looking at getting a survey out. This is likely to be March where the whole force will get the opportunity to complete this survey.

The DCC chaired a group looking at expanding the Diploma for senior leadership and management and is very supportive of providing finance to support to improve this. This is following on from DCC Fitzpatrick's presentation previously on how to approach this which will no longer be progressed.

## **8. AOCB**

### **CWG**

This was discussed and the issue regarding one of payments per day for Inspecting ranks was raised again as this is still outstanding and causing some angst among our members. The explanation given was that Steve Allan and John Gillies would sort this out. Apparently, it had not been and Mr House was most unhappy and has now appointed someone else to resolve this issue. **AM** will continue to push PSoS on this matter.

### **WTR**

There was discussion around this and the on-going abuse of ranks during the CWG's, utilising PI/CI's in non-rank specific roles and abusing the WTR's. Examples given were CI's being used to drive buses. This is a failing on the organisation to ensure enough trained drivers. There was also concerns raised regarding senior HR officials having too much influence and that they are getting it wrong, time and time again. This is sending out the wrong message.

**ACTION - AM will prepare a letter for Calum, to be sent to the Chief Constable re this.**

### **Annual Leave**

**AM** is investigating as to whether we were consulted re this or not prior to approval. There was discussion regarding local agreements during the festive period, not being consistent across Police Scotland and this causes bad feeling.

### **PNB Standing Committee**

They are still looking at alternative methods of entry into the Police Service for Specials etc., and there is still concern regarding Tulliallan.

Still looking at Maternity policy - This is still not resolved.

Still haggling over performance regulations for senior officers.

Mileage payments have now all been signed off.

### **CAV DAYS**

Initially there was no mileage allowance for officers attending CAV days, now there is but only for mileage over and above what it would be to your normal place of work.

Annual Conference will be held from 30 March until 2 April 2015. This is now an additional day as the conference is 2 yearly. Next year it will be held at Turnberry which is actually cheaper than Aviemore, with the deal agreed.

**AM** asked if we wanted a speaker at the conference for the ICC.

**ACTION - all to get back to AM with thoughts.**

An FOI request was submitted, regarding the perception that the promotion process leaned towards female officers and under 26 years' service bracket. The results of the FOI do not support this perception.

The chair wished to express her sincere thanks to both Raymond Dutton and Paul Hogan for their contribution to the ICC in recent times. This was supported by all present.

## **9. Correspondence**

There were no items of correspondence.

## **10. Date of Next Meeting**

The next meeting of the ICC will be held on Tuesday 10<sup>th</sup> February 2015 at Dunblane Hydro, Dunblane.

**Heather Macdonald**  
**Secretary**

**Andrea MacDonald**  
**Chair**



## INSPECTOR'S CENTRAL COMMITTEE

Minutes of the Inspector's Central Committee meeting held in the Hilton Grosvenor, Glasgow on Tuesday 19 August 2014

### 1. Roll Call

Raymond Dutton	-	EAC
Heather MacDonald	-	EAC (Secretary)
Paul Hogan	-	NAC
Andrea MacDonald	-	WAC (Chair)
Charles Sweeney	-	WAC (replacement for David Blacklock)

### 2. Apologies

None received

### 3. Opening of Meeting

The Chair opened the meeting and welcomed everyone.

### 4. Adoption of Standing Orders

Standing Orders were adopted for the duration of the meeting.

### 5. Minutes of Previous Meeting

The minutes of the previous meeting had been circulated and were adopted as a true record of that meeting.

### 6. Previous Actions

None

### 7. Matters Arising

#### Time for Justice

This is finally moving forward in two areas. A working practices group was set up and will be meeting soon. They will be developing a leadership strategy, with the SPF being involved at the outset to help develop this for the future. This group have also been sent a copy of the Time for Justice report to help inform future discussion. DCC Fitzpatrick gave a presentation to the PNB Scotland Standing Committee regarding executive recruitment.

## **8. AOCB**

### **CWG**

This was discussed and the issue regarding one of payments per day for Inspecting ranks. This has been agreed at £50 per day for officers that worked in excess of their normal duties. This has not been approved yet is still sitting with the DCC.

### **OP ISMAY**

NATO summit where it has already been agreed that the Inspecting ranks deployed will get this payment of £50 per day.

### **PNB Standing Committee**

They are currently looking at alternative methods of entry into the Police Service for Specials etc. This is in a very early stage. There was some concern regarding Tulliallan but it was agreed that the SPC just needs a return to former discipline levels.

Maternity/Flexible Working - This is still not resolved, despite previous discussion and may end up in arbitration.

Still no performance regulations in place for senior officers.

Mileage payments should be sorted out soon.

### **CAV DAYS**

Discussed the on-going problem of no consideration being given to officers day jobs in particular at CI level, who cannot afford to take days off during the week. It is also still an issue with Saturday night deployments for Monday to Friday workers.

## **9. Correspondence**

There were no items of correspondence.

## **10. Date of Next Meeting**

The next meeting of the ICC will be held on Tuesday 4<sup>th</sup> November at the Glynhill Hotel, Renfrew.

**HEATHER MACDONALD**  
Secretary

**ANDREA MACDONALD**  
Chair