



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

JCC Circular 5 of 2016

Ref: CS/DJK/LS

6 February 2017

Attachments: Subject Committee Minutes 170117
Standing Committee Minutes 180117

Dear Colleague

Subject and Standing Committee Minutes 17/18 January 2017 – Information

I refer to the above and attach herewith the Conduct, Equality & H&S Subject Committee Minutes from the meetings on 17 January 2017, and the FSC, L&R and Op Duties Standing Committee Minutes from the meetings held on 18 January 2017.

Whilst this circular is primarily for your information, any comments you may have on its content should be sent to me no later than 10 days after its date of publication.

Yours sincerely

Calum Steele
General Secretary



Scottish Police Federation
5 Woodside Place Glasgow G3 7QF

**Joint Central Committee
Conduct Subject Committee**

Ref: CS/DJK/LS

17 January 2017

MINUTES

1. Attendance

North Area Committee	Sandy Smart
North Area Committee	David Threadgold (by VC)
East Area Committee	Amanda Givan
East Area Committee	Steven Herd
East Area Committee	Scott Meechan
West Area Committee	Gary Gray
West Area Committee	Gary Mitchell
Deputy General Secretary	David Kennedy (meeting Chairman)
Assist. to the General Secretary (Conduct) AGSC	Jim Foy
Business Administrator	Lesley Stevenson

Apologies were received from John Crawford, Stuart Finnie and Lorna Hogarth. Lorna was replaced by Gary Gray.

The Chairman opened the meeting by welcoming everyone to the Conduct Subject Committee meeting and invited everyone to take an active part.

2. Minutes of Previous Meeting

The Minutes of the previous meeting had been circulated with JCC Circular 56 of 2016 and were noted.

3. Legal Assistance

The AGSC confirmed there had been 34 criminal cases submitted since the last meeting and 7 applications regarding conduct issues. He said that there was an ongoing Judicial Review in respect of a Regulation 9 matter. This was discussed by the Committee. It was noted that the SPF continue to attend meetings between solicitors and members when possible which was thought to be very worthwhile.

4. Complaints against the Police

The AGSC told the Committee that he had attended the final SPA Complaints and Conduct Committee meeting on 27 November 2016. Discussion was held regarding the replacement body for this group and the information produced by it. It was noted that the SPF had not been invited to sit on the replacement body. The AGSC was to look into this matter.

It was also noted that no statistics were available and the AGSC said he would speak to PSD regarding frontline resolution. The AGSC said a Complaints against the Police SOP was being prepared and was expected to be put out for consultation in the near future. Amanda Givan said that as opposed to statistics being available showing the number of complaints etc, information on the outcome of the complaints would be more beneficial. The AGSC said this information was available through the Minutes of this Group and said he would prepare a breakdown for the next meeting.

5. Conduct

The AGSC said that the total number of live cases being monitored by the leads was 272. There were 55 in the North, 77 in the East and 140 in the West. It was hoped that the numbers would reduce due to ongoing work between SPF, ASPs and PSD in an effort to modernise processes and assess enquiries in line with appropriate legislation.

Since the last meeting there had been three misconduct hearings, one resulted in a fine and two resulted in dismissals. One case will progress to an appeal. A number of further cases were expected in the near future. There had been several misconduct meetings across the country and these were being monitored by Area Leads. It was noted that there is currently two ongoing appeals against disposal sitting with the DCC designate.

The AGSC told the Committee that the work being carried out by PSD relating to the 2014 Regulations was now complete. Due to a change in management, this work will no longer be going forward to the Scottish Government and the SPF will be consulted in the near future on any new proposals.

A training day run by PSD was held in October and the AGSC attended and gave an input from an SPF perspective. The day was well attended by senior management across many divisions and was thought to have had a positive impact.

A working group had been set up by PSD to carry out a training needs analysis and it was envisaged that training courses would be run in the future. The SPF will be invited to comment on the format of the training.

The AGSC said that, following representation from the SPF, a number of recent cases had been reassessed by both PSD/DCC designate which resulted in matters being progressed as misconduct as opposed to gross misconduct. Supt Andy McDowall was the new lead for conduct within PSD and engages with SPF on a regular basis.

It was noted that Mr Victor Marshall had been invited to attend Conference to provide an input on the principles of the 2014 Regulations. The theme for Conference will be Performance and Proportionality.

6. Performance

The AGSC said that Performance Regulations as an alternative to Conduct Regulations remain largely unused and that work was still being done on this issue.

7. Police Appeals Tribunal

It was noted that there was one ongoing appeal in the North area and that a resolution was expected in the near future.

8. Police Investigations and Review Commissioner (PIRC)

A meeting had been held recently and a further meeting was to be held later that day. PSoS had recently issued a memo in relation to PIRC powers. The SPF had responded to PSoS disagreeing with the content of the memo.

The Committee discussed PIRC seizing personal property in matters where officers were not suspects in any enquiry. It was noted that the recent memo issued stated that 'like for like' footwear was now being offered in cases where footwear had been seized, this was a change in policy following SPF representations.

It was further noted that there were currently 15 ongoing investigations.

Amanda Givan asked if there was a process in place for investigations and said that it would be helpful. The AGSC said he would raise the issue at the meeting scheduled for later that day. The Committee discussed the categories used by PIRC and it was noted that an officer's status was of paramount importance. The AGSC said that information was on the SPF website regarding this and a JCC Circular had previously been issued. It was noted that an App would be useful for this.

9. Vetting

The AGSC told the Committee that the Working Group had now concluded and recommendations from it had been sent to the Force and was out for consultation.

The Committee discussed previous warnings and how they affect officers applying for postings or promotion. It was noted that legal challenges could be pursued and that there was a time process of three months for a Judicial Review. It was noted that a legal opinion had been sought. The Deputy General Secretary asked for any examples to be sent to him as soon as possible.

It was noted that one of the SPF solicitors was working on a training package regarding the Judicial Review process and it was hoped it would be available in February/March. A training seminar would be held when it was available.

10. Competent Business

Amanda Givan attended a meeting of the Anti-Corruption Unit Re-Integration Reference Group, on 12 January in Stirling. It had been the first meeting of this Group and work was carried out on putting a process/toolkit in place for reintegrating dissatisfied officers back

into the service following any ACU/PSD enquiry. It was expected that any recommendations from the group would eventually be circulated for consultation. The Committee agreed that Amanda should continue to sit on this Group.

11. Closure

Date of next meeting: 18 April 2017

The Chairman thanked everyone for their contribution and wished them a safe journey home.



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

Joint Central Committee Equality Subject Committee

Ref: CS/DJK/LS

MINUTES

17 January 2017

1. Attendance, Opening and Minutes of Previous Meeting

North Area Committee	Caroline Scobbie (VC)
North Area Committee	Neil MacDonald (VC)
North Area Committee	Gordon Forsyth (VC)
East Area Committee	Nigel Bathgate
East Area Committee	Stephen Clark
East Area Committee	Allan Symington
West Area Committee	Fiona Morris
West Area Committee	Gemma Speir
Deputy General Secretary	David Kennedy (meeting Chair)
Assist. to the General Secretary (Equality) AGSE	Jackie Muller
Business Administrator	Lesley Stevenson

Apologies were received from Andy Hastie and Andy Malcolm who was replaced by Stephen Clark.

The Chair opened the meeting by welcoming all present and thanking everyone for attending.

The Minute of the previous meeting had been circulated with JCC Circular 56 of 2016 and was noted.

2. Matters Arising

2.1 Action Log

The Action Log was circulated and discussed. One action 0017/16 was closed. Action 0013/16 remains open until a response is received to an email sent from the AGSE to the AGSH relative to the Bleep Test.

2.2 Specialist Role Fitness Testing

John Gillies had recently retired and Nigel Bathgate, AGSE Elect is to meet with his replacement in the near future, in order to progress this issue.

2.3 Conference 2017

A meeting was scheduled later in the day in order to progress arrangements for Conference 2017. Fiona Morris, Nigel Bathgate and Stephen Clark were to attend the meeting.

2.4 Hate Crime Initiatives

Work was progressing on this issue and as there were no further issues raised, it was agreed that this item could be removed from future agendas. The issue would continue to be monitored by local areas.

2.5 EU Referendum – Impact on officers from EU countries

It was agreed that this item should remain on the agenda. The Committee discussed Brexit and the recent announcements by the Prime Minister, Theresa May.

2.6 Maternity Leave and Acting Ranks

The AGSE said she had advised that legislation states if an officer is in an Acting rank, then they are paid for maternity leave at their substantive rank. If they are in a temporary rank, they are paid and receive entitlements of the higher rank.

3. Standing Items

3.1 PNB(S) Equality Working Group

The AGSE said she had attended a meeting of this group held on 8 December 2016 and that the part time audit work had now been agreed and a PNB Circular had been issued. The PNB Circular, 7/2016, included details of the CRTP Payment and Annual Leave decisions from 1 April 2015 and payment should be backdated to that date. Members discussed how to claim for the back payments and it was agreed that the Area Leads would speak to their local pay departments about this issue.

3.2 PS/SPA P&D E&D Governance Group

There was no update. No invitations had been received for any future meetings of this Group. The AGSE was to contact Steve Simpson informing him of her impending retirement and asking that information is sent to Nigel Bathgate in the future.

3.3 Agility & Flexible Working

The Deputy General Secretary attended a meeting of this Group and said it had been very worthwhile. The agenda was discussed with the Committee and it was agreed that the Deputy General Secretary would send the meeting papers to the AGSE for her information.

3.4 Protected Characteristics

3.4.1 Disability

It was noted that a review of the SOP was imminent and that the draft document for consultation was awaited.

3.4.2 Maternity

A draft of the reviewed SOP was still awaited.

3.5 Consultations

There were no ongoing consultations that only related to Equality.

3.6 Training/Legal Updates

It was noted that a Basic Training Course was scheduled to be held in the near future and equality training would be delivered there. It was further noted that full time officials in the East area had received training at a full day training course and that suitable dates from the North and West areas were awaited. It was agreed that the North and West areas would send details of their availability to the AGSE as soon as possible.

4. Correspondence

There were no items.

5. Competent Business

The Deputy General Secretary said that he had spoken to Peter Blair regarding PSoS looking to bring in the bleep test for new recruits at 5.4. The Committee discussed this and the AGSE said that no changes were allowed to be made without a full EqHRIA being carried out and due regard being given.

6. Closure

This was the AGSE's last meeting prior to her retiral from the police service in March. The meeting Chairman gave thanks to her for all her hard work and effort whilst in the job and wished her health and happiness for the future.

The next meeting will take place on 18 April 2017.

The Chair thanked everyone for their contributions and wished them a safe journey home.



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

Joint Central Committee Health & Safety Subject Committee

Ref: CS/DJK/LS

MINUTES

17 January 2017

1. Attendance, Opening of Meeting and Minutes of Previous Meeting

North Area Committee	Linsey Burns (VC)
North Area Committee	Steve Thomson (VC)
East Area Committee	Brian Jones
East Area Committee	Stephen Clark
East Area Committee	Hugh Louden
East Area Committee	Wilkie McCloskey
West Area Committee	Paul Connelly
Chair	Andrea MacDonald (meeting Chair)
Assist. to the General Secretary (H&S) AGSH	Peter Jones
Business Administrator	Lesley Stevenson

No apologies were received from Andy Hastie.

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

The Minute of the previous meeting had been circulated with JCC Circular 56 of 2016 and was noted.

2. Matters Arising

2.1 Action Log

An action log from the previous meeting had been circulated. The AGSH gave an update in relation to the outstanding actions from the previous meeting and advised that Actions 6 and 12 were ongoing. Actions 5, 11 and 16 were closed.

2.2 Female Body Armour Questionnaire

The Committee was informed that the survey details had been sent out to members and all responses were being returned directly to the University. The outcome of the questionnaire is awaited.

2.3 Conference 2017

It was noted that the theme for Conference 2017 would be Mental Health and Wellbeing.

2.4 H&S Leaders Seminar PFEW

It was noted that the next Seminar was to be held on 26-28 February and the AGSH hoped to attend. It was anticipated that there would be a presentation from Chris Malbon relative to the survey on body armour. The AGSH Secretary suggested that it may be beneficial for the three Area Leads to attend this meeting on a rotation basis.

ACTION: Request permission for one of the Area Leads to attend the H&S Leaders Seminar in February.

2.5 Trade Union Trends Survey

It was noted that the next survey would be held in 2018.

3. Standing Items

3.1 SPF H&S Updates

Area Committees

North

It was reported that the North Area met on 9 January and draft Minutes had been circulated. The main items of note were workplace inspections and problems with the issue of winter uniform items.

East

It was reported that the East Area met on 10 January and draft Minutes had been circulated. Amongst the items discussed were OBL's and the lack of resources, vehicles and the lack of locus protection equipment and associated training for Officers. The AGSH said that he had spoken to DCC Livingstone regarding OBL's and he had said he would look into the situation. He would keep the Committee updated. Brian Jones and the AGSH would raise the other matters with Roads Policing. It was also hoped that regular meetings would be diarised with ACC Mawson.

West

It was reported that the West Area met on 29 November and 13 January and Minutes would be circulated shortly. Amongst the items discussed were first aid training, SPELS and whether it was fit for purpose.

There was also debate on the use of defibrillators and the question of police officers being co-responders with the ambulance service, following a Draft Memorandum of Understanding (MoU) being presented to the SPF for agreement in that regard. The General Secretary had not signed that off and the force had been informed.

It was also noted that a Draft MoU had been issued regarding the appointment of Greater Glasgow Health Board to provide clinical Governance in respect of its First aid provision.

The Committee also discussed vehicles and fast roads, airwaves and lack of appropriate driver training. The meeting Chair asked if statistics were available for the number of officers who had never received full driver training and were driving police vehicles with only basic training. It was agreed that the information would be sought locally before taking any further action.

Custody Sub Group

The Custody Sub Group had met earlier in the day and Minutes would be circulated when available. Amongst the items discussed were a pilot in Kittybrewster relative to silicone cups, prisoner escort vehicles in the East Area and adverse incidents and how many were recorded on the SCOPE System. It was noted that Wilkie McCloskey was the newly appointed Single Point of Contact (SPoC) for custody for the SPF.

Operational Support Division (OSD) Sub Group

It was reported that an OSD meeting had been held earlier that day and no issues of major concern were noted. The Committee discussed BMW cars and the issue in relation to RTA's and it was reported that in 2016 there had been 33 incidents involving police BMWs.

3.2 PSoS H&S Updates

Force Executive H&S Board

It was noted that the Force Executive H&S Board last met on 23 November 2016. Items discussed at that meeting were vehicle checks, workplace inspections and fire risk assessments.

APHSA

APHSA had not met since the last meeting.

Uniform/PPE/OST

Uniform/PPE/OST had not met since the last meeting and the next one was scheduled for February. The winter hat trials were scheduled to finish in the next few days and it was hoped they could be distributed in March.

3.3 Other H&S Meeting Updates

Joint UK H&S Meeting

It was reported that the Joint UK had not met since the last meeting. The next meeting was scheduled for 26/27 January 2017.

TTEWG

A TTEWG meeting was scheduled to be held on 19 January 2017. It was anticipated that the main issues to be discussed would be Mutual Aid and the multi-loaded Taser. CAST (Centre for Applied Science and Technology) were expected to be introducing a new standard of

protection for Body Armour which would be a lesser standard than the current one but was more flexible as it was less bulky.

3.4 Inspections/Investigations

Paul Connelly said that he had recently conducted an investigation into PAVA regarding leakages and the lack of its effectiveness. He had received data very recently relative to the people unaffected by it and would give an update at the next meeting when he had the opportunity to review the data.

3.5 Training

It was noted that the AGSH would be giving inputs at the training courses the following weeks. He would be providing training to the new recruits in the West Area on 31 January and said that anyone wishing to attend could do so. The training would include accident/investigations and workplace investigations. It was noted that Paul Connelly had recently passed the IOSH Management Safety course.

4. Correspondence

There were no items.

5. Competent Business

Paul Connelly had circulated a paper regarding the WAC H&S Near-miss Guidance. The paper was discussed and the AGSH said that an agreement in principle to the paper was sought and it was ultimately hoped that it would be placed on the SPF Website. It was noted that near-misses were not being reported. The Chair said that a national paper would be preferable prior to the document being circulated and placed on the SPF Website and this was agreed by the Committee.

6. Closure

Date of next meeting: 18 April 2017.

Thanks were given to the meeting Chair for chairing the H&S meetings in her previous role as Vice Chair of SPF and continuing to do so until the appointment of her replacement in March.

The Chair thanked everyone for their contributions to the meeting and wished them a safe journey home.



Scottish Police Federation
5 Woodside Place Glasgow G3 7QF

**Joint Central Committee
Legislation and Regulation Standing Committee**

Ref: CS/DJK/LS

MINUTES

18 January 2017

1. Attendance and Opening of Meeting

David Hamilton	North Area Committee
Steve Thomson	North Area Committee
Brian Jones	East Area Committee
Martin Bertram	West Area Committee
Malcolm Macdonald	West Area Committee

Andrea MacDonald	Chair
Calum Steele	General Secretary
David Kennedy	Deputy General Secretary

Lesley Stevenson	Business Administrator
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Apologies were received from the three Assistant's to the General Secretary; Jim Foy, Jackie Muller and Peter Jones, and Grant McDowall, EAC Secretary. The EAC Secretary was replaced by Brian Jones, EAC Chair.

The Chair opened the meeting by welcoming everyone and by thanking them for attending.

2. Minutes of Previous Meeting

The Minute of the last meeting had been circulated with JCC Circular 46 of 2016 and was approved.

3. Budget Bill

The General Secretary reminded the meeting of the contributions made to the budget scrutiny exercise of the Justice Committee. Since then the draft Scottish Budget has been published and whilst it indicates inflationary protection to the police revenue budget it also contains reductions to capital and to reform funding. The meeting discussed these issues and what they might mean for the police service in the year ahead.

He highlighted that the reduction to the reform money as part of the overall budget presented a significant risk, no least as this reform money had been consistently used to offset PSoS VAT liability. Self-evidently the reform allocation was intended to be short lived and its removal in the near future can be expected. In light of this he suggested to the Committee that the SPF should concentrate lobbying efforts in Westminster as it was clear that this was where any solution to this issue lay. He asked the Committee whether they would support an event in Westminster to lobby members on the subject of VAT as well as the wider issue of budgets. The meeting discussed this suggestion at length and agreed it was worthwhile and also discussed lobbying local MSPs on this issue.

He thereafter asked the Committee whether there were any other issues that required to be highlighted at this time. The Committee agreed that the issues highlighted by the SPF to date remained appropriate.

4. Railways Policing Bill

It was noted that the Scottish Parliament had called for evidence on the provision of the Financial Memorandum relative to the above. The SPF Chair/Secretary had spoken to their respective colleagues the previous week. The Committee discussed the integration of the BTP into PSoS and potential issues there may be.

The Committee recognised that the financial information is generally not known to the SPF and that there is no way of knowing the views of the BTP on this subject. That being said, members considered it was likely that there may be issues associated with asset valuation that would be worthy of highlighting to Parliament.

5. Competent Business

The General Secretary said that he had been asked for written evidence on the Stop/Search Code of Practice. The Committee discussed this matter. It was noted that some of the points the SPF had made to the Draft Code of Practice had been taken on board. He said that the Code now goes beyond stop/search and asked that any issues be sent to him as soon as possible. He further said that he had been invited to the Stop/Search Reference Group. The Committee were content with the proposed response.

The General Secretary said that an evidence session was to be held the following week regarding the Justice Committee's Inquiry of First Response and Last Resort. Written evidence has been sought and the General Secretary said he intended to include mental illness, domestic violence and missing people in his response. He asked that any other issues be sent to him. The Committee were content with his suggestions.

The General Secretary said that he hoped to receive a working copy of the 2026 Project and hoped to discuss it at the JCC meeting in February. This was noted by the Committee.

6. Closure

Date of next meeting: 19 April 2017

The Chair thanked everyone for their contribution to the meeting and wished them a safe journey home.



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

Joint Central Committee Operational Duties Standing Committee

Ref: CS/DJK/LS

MINUTES

18 January 2017

1. Attendance, Opening and Minutes of Previous Meeting

David Hamilton	North Area Committee
Steve Thomson	North Area Committee
Brian Jones	East Area Committee
Martin Bertram	West Area Committee
Malcolm Macdonald	West Area Committee
Andrea MacDonald	Chair
Calum Steele	General Secretary
David Kennedy	Deputy General Secretary
Peter Jones	AGSH
Lesley Stevenson	Business Administrator

Apologies were received from Jim Foy AGSC, Jackie Muller AGSE and Grant McDowall, EAC Secretary.

The Chair opened the meeting by welcoming everyone and by thanking them for attending.

The Minute of the last meeting had been circulated with JCC Circular 56 of 2016 and was approved.

2. ACDP, Police Diploma & Special Constabulary

It was noted that Brian Jones was unable to attend the last meeting. He said he would circulate the Minutes of that meeting when received.

Martin Bertram advised that there was a new Special Constabulary Liaison Co-ordinator in post.

The Deputy General Secretary said that Special Constable' Regulations were expected to be amended in the near future. David Hamilton said that he awaited a final copy of the report relative to mentoring, in particular whether it was to be done in duty or non-duty time.

3. CBRN

David Hamilton told the Committee that he had participated in a Tactical Leads Meeting in Ryton by video conference. Amongst the items discussed were cold water de-contamination, new PPE, 1, 2, 3+ process, and joint training.

4. Consideration of JCC Consultation

There were no live consultations directly relevant to the Operational Duties Committee at this time.

5. Post Incident Procedures (PIP)

It was reported that further PIP training was required to be rolled out to the SPF full time officials and the Deputy General Secretary and David Hamilton were to meet to arrange this.

A post incident management course had been run in December 2016. It was reported that the Firearms Monitoring Group were looking to use post incident management procedures and hoped to eventually have an accredited course.

6. Workforce Agreements (WFAs)

It was reported that there were five outstanding workforce agreements in place.

The AGSH said that a 'Statement of Intent' from the H&S Wellbeing Group had recently been signed off.

David Hamilton asked about a new process for flexible working and the Deputy General Secretary said that the Agile and Flexible Working Group had recently received new data and were currently looking into it. Centralised flexible patterns, operational base levels and all areas were being reviewed.

David Hamilton asked about the status of court duty change and the Deputy General Secretary said he had recently met with a number of representatives from PSoS regarding this issue. The Committee discussed the matter, held in reserve and exigencies of duty and agreed that a small Working Group comprising of the Deputy General Secretary, AGSH and three Area Leads meet to agree what would be an acceptable solution for the SPF.

7. Custody

It was reported that the Custody Sub Group had met the previous day and a large number of items were discussed including H&S provisions at Kittybrewster, 'D' Division no longer

backfilling custody officers and the proposal to rationalise the estate. Martin Bertram said that 'L' Division were looking to train all Sergeants to help with the backfilling situation.

8. Force Armed Policing Monitoring Group

The Deputy General Secretary said he attended a meeting on 13 December 2016. Amongst the items discussed were post incident management procedures, authorised firearms officers medical standards and standardisation and the intention to move away from annual medicals. The AGSH asked what the rationale was in doing that and said it would be contrary to national guidance. Malcolm Macdonald said that there was an element of responsibility placed on GPs.

The Committee discussed Taser and were informed that there were currently a large number out with warranty. PSoS were content to continue to use them. The General Secretary said he would write to the Force regarding this and asked for all information to be sent to him prior to him doing so.

The Committee also discussed the integration of the BTP into PSoS and the potential problems relative to this.

The next meeting is scheduled for 14 March 2017.

9. 3C

There was no update.

10. Impact on Inspecting Ranks Steering Group

Brian Jones said that there was an intention in a division in the East Area to continue with restructuring and that he had sent information to the SPF Chair regarding this matter.

David Hamilton said that there were a number of forums/workshops around the country and that he had met with the Divisional Commander in D Division and put suggestions forward which were currently being reviewed.

11. Allard Case - Recall to Duty Payments

It was noted that this case was ongoing. The Deputy General Secretary said he hoped to be able to give an update at the JCC meeting in February.

The Committee discussed held in reserve and it was noted that the result was awaited.

12. Competent Business

Malcolm Macdonald raised the matter of PIRC seizures and said that he had recently spoken to the Divisional Commander in Q Division about this who had agreed to look into the situation for the SPF.

David Hamilton raised the matter of Annual Leave. Martin Bertram said that there was currently a Pilot running. The Deputy General Secretary said he would raise it at the Working Practices Review Board meeting he was attending on 23 January.

13. Closure

Date of next meeting: 19 April 2017

The Chair thanked everyone for their contribution to the meeting and wished them a safe journey home.