



Scottish Police Federation East Area Committee

**Minutes of the Second Quarterly Meeting of the East Area Committee of the
Scottish Police Federation was held on Wednesday 8 June 2016 within
The Houstoun House Hotel, Uphall, Livingston, EH52 6JS**

1 ATTENDANCE

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| Inspector Andrew Malcolm | C - Forth Valley |
| Inspector Mark Murphy | C - Forth Valley |
| Sergeant Mark Westmorland | C - Forth Valley |
| Sergeant Murray McKenzie | C - Forth Valley |
| Constable Paul Redwood | C - Forth Valley |
| Constable Scott Callaghan | C - Forth Valley |

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| Inspector Ian Stephen | P - Fife |
| Inspector Douglas Simpson | P - Fife |
| Sergeant Stephen Clark | P - Fife |
| Sergeant Graham Ross | P - Fife |
| Sergeant Wilkie McCloskey | P - Fife |
| Constable Austin Barrett | P - Fife |
| Constable Colin Nicoll | P - Fife |
| Constable Stevie Herd | P - Fife |

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| Inspector Allan Symington | E - Edinburgh |
| Inspector Heather MacDonald | E - Edinburgh |
| Inspector Ian Williamson | E - Edinburgh |
| Sergeant Norman Towler | E - Edinburgh |
| Sergeant Gordon Dixon | E - Edinburgh |
| Constable David Stupart | E - Edinburgh |
| Constable Euan Sinclair | E - Edinburgh |
| Constable Richard Wood | E - Edinburgh |
| Constable David Davison | E - Edinburgh |

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| Inspector Andrew Elliot | J - The Lothian's & Scottish Borders |
| Sergeant John McEwan | J - The Lothian's & Scottish Borders |
| Sergeant Mark Sherman | J - The Lothian's & Scottish Borders |
| Constable Neil Elder | J - The Lothian's & Scottish Borders |
| Constable John Brownlee | J - The Lothian's & Scottish Borders |

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| Grant McDowall | Secretary |
| Amanda Givan | Deputy Secretary |
| Brian Jones | Chair |
| Nigel Bathgate | Vice-Chair |

GUESTS

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|--------------------------|---|
| David Hamilton | Chair (North Area Committee) |
| Steve Thomson | Deputy Secretary (North Area Committee) |
| Inspector Murray Starkey | Police Service of Scotland |
| Sergeant Craig Fogg | Police Service of Scotland |

2 APOLOGIES

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| Inspector Andrew Toombs | J - The Lothian's & Scottish Borders |
| Inspector Michelle Ritchie | J - The Lothian's & Scottish Borders |
| Inspector Neill Whiteside | E - Edinburgh |
| Inspector Hugh Loudon | C - Forth Valley |
| Sergeant Scott Meechan | E - Edinburgh |
| Constable Christine Murphy | J - The Lothian's & Scottish Borders |

3 OPENING OF THE MEETING

The Chair, Brian Jones, welcomed all those in attendance to this, the Second East Area Committee Meeting with a special welcome being given to our colleagues from the North Area Committee, their Chairman David Hamilton and their recently elected Secretary, Steve Thomson, he then went on to congratulate Steve on behalf of the East Area Committee on his election.

Officers from Operation Rigoletto would be joining the Committee late in the morning to update them on the potential restructuring of E Division.

The Chair then went on to inform all present that since the last Quarterly Meeting in March a number of structural changes had taken place within Bathgate Golf Club and that due to circumstances out with the East Area Committees control these changes necessitated a change of venue.

The landscape of Policing in Scotland appeared to be changing with a number of reviews ongoing both regionally and nationally. There had been no good news forthcoming from the Force Executive under the auspices of savings be that rank ratios, overtime budgets being cut or Police Staff positions not being resourced or, at times, removed. He went on to say that it was imperative that the Scottish

Police Federation continually remind the Force Executive of their commitment to “keeping people safe” by ensuring that the necessary number of officers and supervisors are suitably trained, equipped and able to carry out their respective roles and these are not stripped away to ease budget burdens which are totally unrealistic.

A further round of National Federation Training had taken place at the beginning of May and further dates would be identified for those on the Committee who had still to receive their National Federation Training.

Representatives were duly reminded that attending at Committee Meetings was a duty and that approval had been granted by the Chief Constable for their attendance. He stressed the importance of Representatives attending and contributing on behalf of their respective ranks as they were the eyes and ears of the membership and could highlight areas of concern enabling the Scottish Police Federation to address these concerns directly with members of the Force Executive. He went on to say that it was essential that Representatives advise the Livingston Office of what is happening in day to day policing as without this information they are limited in how they could react.

The Committee must ensure that the Police Service of Scotland adheres to the Police Scotland Regulations without the introduction of mutual agreements or worse being reached on the likes of overtime or resourcing levels to the detriment of our members and colleagues.

The Chair reminded the attendees of the Fire Procedures in the event of an emergency thereafter, informing those present that every member would have the opportunity to express their views and that **all** points or issues **must** be directed through the Chair allowing everyone who wishes to participate the opportunity to do so.

The meeting was declared open.

4 MINUTES OF THE PREVIOUS MEETING

The minutes from the previous meeting held on 2 March 2016 had previously been circulated to the Committee. The minutes were agreed and thereafter recorded as a true reflection of the meeting. (Proposed by Inspector Symington and seconded by Constable Stupart).

The Chair highlighted the outstanding action from the previous meeting.

Action – Letter to ACC K Thomson regarding C6 and Diary Cars.

ACTION ONGOING – No formal response had been received from Assistant Chief Constable to the original correspondence. Sergeant Stephen Clark voiced his disappointment that three months down the line we were still waiting for a response from the Assistant Chief Constable in relation to the above important matter. All Diary Calls should be double manned/crewed and Risk Assessed. PSoS regularly talk about “dynamic risk assessments” yet, officers are still being sent out single crewed. Sergeant Clark will continue his correspondence with Superintendent Milton in P Division to establish what, if any, guidance is issued. If necessary the East Area Committee will contact the Assistant Chief Constable once more.

5 MATTERS ARISING

(a) JOINT CENTRAL COMMITTEE UPDATE

The last meeting of the Joint Central Committee was held on 10 and 11 May 2016 at Dunblane the minutes of which would be placed on the Scottish Police Federation website when ratified. The following points of interest were discussed:

Election of JCC Vice Chair - Three candidates applied for the post and after two rounds of voting Andrea MacDonald, who is the current Chair of the West was elected. She will take up post in August when the current Vice Chair Graeme Ednie retires.

PNB – The Secretary reminded the Committee of the structure and statutory remit of the PNB.

A Technical Working Group continues to examine “exigencies of duty”.

Discussions ensued regarding the above and the Deputy Secretary intimated that with the absence of National Guidelines for RMU’s they will clearly revert to legacy positions and, whilst the regulations provide a safeguard for the majority of officers, the quoting from a SOP is wrong as these should have been obsolete from 31/3/13 when the 8 Forces ceased to exist. Representatives should be familiar with SOPS but, it is the Regulations and Work Force Agreements which offer the protection for our members.

It was felt that there required to be a consistency throughout the Force and a default position was needed for the Federation.

A Technical Working Group is examining “held in reserve and overnight allowances”.

The Staff Side consider that the current scheduling of meetings is causing unacceptable delays in progressing issues.

Pensions - There had been no significant meetings held recently. All pension circulars received have been circulated to the membership.

The Committee were reminded that Pensions are a personal matter and as such the Federation cannot provide advice. Officers with queries should contact the SPPA directly.

Scottish Police Consultative Forum (SPCF) – There had been no recent meeting.

Scottish Police Authority - The last meeting was held on 2 March 2016 and was poorly attended. It was disappointing to hear that the Chair seems unable or unwilling to accept the fact that PSoS have a large financial deficit.

Scottish Police Budget and Finance - The current financial climate for PSoS is as precarious as it has ever been. Such is the scale of savings to be made, Divisional Heads are looking to save 15% of their budgets.

Assistant Chief Constable Mawson and Chief Superintendent Naylor are leading on cost savings in relation to a reduction in rank ratios for Inspectors and Sergeants. It may be that there will be natural wastage for supervisory ranks, who will not be replaced.

This is reported to be the most challenging year for policing EVER however, it is anticipated if we make it through this year the financial position changes and year on year the austerity measures will slightly ease. Rest assured the SPF are looking to protect the take home pay and pensions for our members.

Joint Negotiation and Consultative Committee (JNCC) – There had been no meetings since the new Chief Constable had taken up post. The SPF will, however, ensure there is no slippage on the work ongoing by continuing to push for this meeting to take place.

A letter had been sent to the Chief Constable from the General Secretary in relation to certain Areas taking on of CRTP as there appears to be discrepancies in how it is managed throughout the country.

Meantime, EAC Reps should contact Nigel Bathgate directly with any problems they or their colleagues may encounter.

(b) HEALTH & SAFETY

The Chair informed the meeting that the East Area Health & Safety Committee met on 5 April at Livingston. This was the first occasion the Health & Safety Committee had not attained a quorum and, as a result, minutes could not be distributed.

Discussions at this meeting centred on the lack of Safety Inspections, lack of resilience at Bilston ACR and records of Injury and "Near Miss" Reports.

The Health & Safety Joint Central Committee met on 12 April 2016 at Woodside Place. The minutes of his meeting have been circulated. The main items addressed at this meeting were, the use of force when restraining individuals for medical purposes, first aid training, suitability of markings and lighting of some vehicles and the management of the control of asbestos.

On 12 May the East Area Health & Safety Committee received an input from Jackie Lambert, similar to that delivered to Local Area Commanders.

It has been suggested that a number joint Station Inspections will take place in the East Area with potentially three stations being identified in each Division.

In conclusion, Bilston Area Control Room is facing further resourcing challenges, leading to mandatory overtime and the introduction of the PNC Bureau for E Division. This process was rolled out without any form of consultation, training, Risk Assessment or Equality Impact Assessment.

Correspondence was sent to Superintendent Richards highlighting a material breach of the Health & Safety at Work Act. This resulted in a training package being hastily introduced to explain the changes in work practice.

Following the initial deluge of complaints it would appear that the PNC Bureau is bedding in.

Meetings continue with the new Assistant Chief Constable of C5, John Hawkins with the new Divisional Commander who have both been made aware of the significant shortfall in resources, with no additional resources being available from local policing in the East.

At this point in the meeting Inspector Murray Starkey and Sergeant Craig Fogg from Operation Rigoletto gave an input into the Restructuring of E Division. The VSA 99 system although it suits officers on response, has its flaws with

officers not able to attend calls therefore, proposals have been put forward to change the structure to enable a higher response. Although this has been presented to the Divisional Commander who is keen to go ahead, there is nothing set in stone. It was stated that the East are under resourced compared to the West. Lengthy discussions ensued, reps were worried about shift variations and if these would become a regular pattern; custody and, Sergeants being taken off teams. The Deputy Secretary said that it was important to keep officers up to date as they would be the ones bearing the brunt of the pain regarding the changing of stations and day to day policing also, that there is a need to be entirely honest and to engage fully with the officers throughout the whole process.

(c) CONDUCT

The Deputy Secretary provided the Committee with details of the current Criminal and Misconduct cases being monitored.

The Committee were advised that the last Joint Central Committee Conduct Standing Committee was held in Glasgow on 12 April 2016. The meeting was attended by the Deputy Secretary, Constable Herd and Inspector MacDonald. The minutes of that meeting were circulated.

The Committee were updated that some divisions now seem to be correctly progressing matters with members by utilising the Performance Regulations. The Performance Regulations are still massively under used therefore, there is still more work to do in this regard.

There should be no doubt by our members that anyone submitting/completing a Notification of Association Form will be subject to some form of audit in relation to potential breaches in Data Protection. There still remains a significantly high number of our colleagues subject to this type of investigation.

The newly appointed Deputy Chief Constable Designate, Mr Livingston, will replace Mr Richardson and take on the Conduct Portfolio. Mr Livingston has intimated he will no longer carry out the 6(6) Warnings. The responsibility for these will be transferred to the Divisional Commanders on the face of it this seems a sensible decision as it should avoid the need for lengthy delays in the process.

It was acknowledged that the PIRC Guidance documents had been circulated to the Committee and all were encouraged to use the guidance in the event of issues arising. Discussions ensued regarding PIRC powers and their use of confusing terminology.

Full Conduct Training will be available in November 2016 and those actively involved on the Conduct Committee will be trained first.

(d) EQUALITY

The Vice-Chair gave a brief update informing the Committee that from a National point of view in relation to Equality matters the following topics were still with the Equality Working Group of PNB (Scotland).

The claim in relation to additional hours for part-time workers continues with the current point of debate being the Official Sides desire to have annual leave in hours rather than days. Although this is not specifically an equality issue, it affects **all** officers in Police Scotland however, is out with the remit of the Equality Working Group to reach agreement on that point.

Issues around rest days and free days during annual leave continues with the Official Side looking to extend the qualifying period for compensation to be extended from 3 to 5 days being rejected.

From a Force perspective the Disability in Employment SOP is still under review. The Adoption, Maternity and Paternity SOP has been updated resulting in a lengthy response to which a reply is awaited. Officers should be encouraged to seek guidance from SPF rather than reply solely on the SOP. The Equality and Human Rights Impact Assessment SOP is due to be published, following a lengthy consultation period.

The JCC supported a motion from the West Area Committee seeking a review of the location of the 2017 SPF Conference.

The lack of numbers on the East Equality Committee was highlighted and volunteers sought. The next meeting will be held in July 2016.

(e) FINANCE

The Chair informed the Committee that the last Finance Standing Committee Meeting had been held on the 13 April at Woodside Place. The minutes of this meeting would be circulated in due course.

The main topics of discussion at this meeting being:

SPF Accommodation - the Deputy General Secretary, David Kennedy, continues with his review of SPF accommodation.

Member Services - Following negotiations a new product was sourced and cover for the year 2016/17 will be provided by Aviva Insurance in relation to the Travel Insurance and Sick Pay elements of the scheme. There have been a few changes in the policy and officers should make themselves familiar with them one being the holiday insurance excess which has increased from £50 to £100 per person also, a reduction in Sick Pay Benefit in relation to "No Pay" from 50%-40% of gross pay per week with cover for officers on ½ pay remaining at 20% of gross basic pay per week.

(f) OPERATIONAL DUTIES

The Secretary advised the Committee that the JCC Operational Duties Standing Committee met on 13 April 2016 at Woodside Place when it was reported that further information had been sought on a recently circulated SOP on the Special Constabulary. A meeting has been scheduled to further discuss the Policing Diploma. Members have voiced their concerns regarding the proposed relaxation of standards for recruits.

David Hamilton, an invited guest, supported this as someone who is CBRN trained, updated on CBRN and concerns raised about the standard of equipment available. Training on Post Incident Procedures has taken place. A number of issues surrounding Control Rooms and the arrangements at Bilston were discussed and a request has been made to have a meeting with the new management team.

(g) LOCAL NEGOTIATING CONSULTATIVE COMMITTEE (LNCC)

The Chair was refused permission to attend the LNCC Meeting on 11 May 2016. The Secretary will contact Assistant Chief Constable K Thomson to ascertain the contents of the meeting and will report back to the Committee.

(h) DIVISIONAL UPDATES

Fife - Sergeant Clark and Constable Barrett had attended a meeting with Chief Superintendent McLaren on 6 June 2016. Notification given to officers regarding change of shifts was discussed. Sergeant Clark is seeking a National position. Further discussed was the ratios for Inspectors to Sergeants and Sergeants to Constables; the cancellation of rest days for T in the Park, fuel cards; single crewing and 4 day notification with reference to banking days.

Forth Valley - Inspector Malcolm informed the Committee that a meeting had been held with Superintendent McLeod at which there had been no major issues raised. The current shift patterns had been discussed with Community being in the foremost. No real issues with either party.

Edinburgh – Constable Sinclair informed the Committee that there had been a meeting in March when discussions took place on the topics of the Response Policy not being fit for purpose, low markings on CID vehicles and Diary Cars. The next meeting should take place on 22 June 2016.

Lothians & Scottish Borders – Sergeant Brownlee informed the Committee that since the last EAC Meeting a Divisional Meeting had taken place with Chief Superintendent Marshall and Superintendent Clark. Topics discussed had been custody abstractions, hired vehicles, SCOPE, ACR, ladies trousers, the requirement to work rest days with only 3 weeks’ notice and problems with the notification of change of court shifts which the command team will look into.

(i) **MAJOR EVENTS**

The following major events are due to be held within the East Area:

T-in-Park – 80% officers will not be from Tayside and notifications are already out.

Summer City Edinburgh this incorporates the festival, fringe events and the Edinburgh Tattoo. The Deputy General Secretary informed the Committee that Superintendent Clark, who is very committed to the officer’s welfare, had put a call out for volunteers to work during the Summer City Festivities as she thought the involvement would help the officers gain experience and development by interacting with the tourists however, she was disappointed that insufficient officers volunteered therefore, the event will be resourced as normal.

Royal Highland Show will be taking place at Ingliston.

6 NEW BUSINESS

The Vice-Chair proposed the following Motion seconded by Inspector Symington:

“That this East Area Committee asks the Joint Central Committee to take appropriate measures through PNB Scotland to have Police Service of Scotland Regulations 2013 amended to allow for officers undergoing IVF to be provided with appropriate time off for treatments”.

The Motion was overwhelmingly supported.

8 **COMPETENT BUSINESS**

The Chair took the opportunity to advise that there was ongoing work in all Divisions in the requirement to reduce costs. Clearly there was a concern to ensure no duplication of work.

The PSoS require to keep officers up to date as there are too many rumours going around. A universal message is required to be sent out to all officers.

The Chair informed the Committee that this would be Constable Elders last East Area Committee Meeting due to his forthcoming retirement. He thanked him for all his hard work on behalf of the members he represented and, the Scottish Police Federation.

9 **DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 7 September 2016.

10 **CLOSURE OF MEETING**

The Chair thanked everyone for attending and for their valued input into proceedings. He reminded the Committee that it was vitally important that all members are encouraged to raise any concerns at the earliest possible opportunity with their local Representatives.

He wished everyone a safe journey home and formally closed the meeting.

Grant McDowall
Secretary

Brian Jones
Chair