



SCOTTISH POLICE FEDERATION WEST AREA COMMITTEE

Ref: MM/MB/LW

Minutes of the 3rd Quarterly Meeting of the West Area Committee held in the Glynhill Hotel on 8 September 2016 at 10 a.m.

1. ATTENDANCE AND OPENING

WAC Office Bearers

Martin Bertram	-	Chair
Malcolm Macdonald	-	Secretary
Gary Mitchell	-	Vice Chair
Fiona Morris	-	Deputy Secretary (Equality)
Paul Connelly	-	Deputy Secretary (Health & Safety)

West Area Committee

Attendance

Joe Conway
Chris Thomson
Jennie Macfarlane
Eddie Mather
Andrew Fairie
Tracey Bryan
John Haynes
Alistair MacKinnon
Thomas Crombie
Gemma Mazur
Ian Florence
Marketa Hola
Campbell Smith
Terence Robertson
Neil Mackay

Cath McNally
Gemma Speir
Stuart Finnie
Gary Kirkwood
Gordon Cumming
Colin Fraser
Gerry Welsh
Stevie Innes
Phil Maguire
William Worn
John Munn
Joe Irvine
Lorna Hogarth
Joe Thomson

Apologies

Alan Heron
Lynne Gray
Jennifer Shanks
Gary Phillips
Amar Shakoor
Andy Hastie
Billy Atkinson
Michael McCaughey
Gary Gray
Emma-louise Smith

Colin Fraser requested permission to leave the meeting at 2.30 pm.
Joe Thomson requested permission to leave the meeting at 4.00 pm.
Gary Mitchell requested permission to leave the meeting at 11.00am.

This was granted by the Chair.

OPENING OF MEETING

The Chair opened the meeting and welcomed everyone to the Third Quarterly Meeting of the West Area Committee. Members were informed that time would be allocated after lunch for Divisional Meetings.

Secretaries of the separate Committees were requested to submit their minutes to Lynne Welsh by the end of the month in order that the full Committee Minutes can be circulated timeously. Members were reminded that draft minutes should not be forwarded on to the wider membership until approved at the next meeting.

The Chair informed the members that the Vice Chair would be leaving the meeting early due to another commitment and that Item 12; conduct, would be raised immediately after Item 4 to facilitate this.

The Chair reminded members to sign the attendance book and advised that prior to the meeting, only 14 acceptances had been confirmed despite there being 29 members in attendance. The Chair advised that if attendance was not confirmed in advance and there was the possibility that any meeting would not be quorate, the meeting would then be cancelled. It was important that WAC Office Bearers were aware of numbers prior to any meeting. This also applied to West Area Committee Meetings held at Merrylee House.

The Chair also advised that any member having difficulties with their federation email account should contact Merrylee House in order to have any issues resolved.

2. ADOPTION OF STANDING ORDERS

As per the SPF Rules, the Standing Orders took effect as soon as the meeting was opened and would remain in place throughout the meeting, including separates unless specifically suspended for any reason.

3. MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting were circulated via e mail to all members on 27 July 2016 along with the minutes from the Constables and Inspectors Committee Meetings. The Sergeants Committee minutes were circulated on 26 August 2016.

The Secretary had received correspondence suggesting that an amendment be made to the draft minutes and after consultation and examination of the minute, a minor amendment was made. This was approved and the minutes were thereafter approved as a true record of the meeting.

Actions from previous meeting

The following actions were raised at the previous WAC Meeting and updates were provided.

Action 1

Issue Information card/document to WAC Federation Representatives with PIRC info.

Further WAC Circular (25/2016) issued on 6 June 2016 with PIRC information which Representatives can forward to Membership.

Action 2

JCC Circular just issued regarding budgetary cuts. This information is to be circulated to all Federation Representatives via a WAC Circular.

WAC Circular 24/2016 issued on 3 June 2016

Action 3

West Area will circulate dates of proposed Divisional meetings in connection with PSoS budget cuts. Federation Representatives should attend and feedback where possible.

This Action is complete.

Action 4

Lorna Hogarth advised that risk assessments are not being carried out in relation to pregnant Officers. She will proceed with this and speak to Inspector regarding concerns.

Risk assessments carried out within the Department by Line Manager for those Officers concerned.

4. LEGAL ADVICE & ASSISTANCE

The Vice Chair informed the members that the system continues to function well in its new format. There have been a total of 46 Legal Advice/Assistance applications received by Legal at HQ since the last WAC. 23 of these applications have been submitted by our Office as follows:

Injury on Duty – 7

Misconduct – 5

Criminal Legal Defence – 2

RTA – 4

Employment dispute – 2

Property dispute – 1

Held in Reserve – 2

The remainder have been as a result of direct contact with SPF Legal.

5. JOINT CENTRAL COMMITTEE – NATIONAL UPDATES

The Chair reported that the minutes from the meeting held on 10 & 11 May 2016 were approved at the meeting on 23 & 24 August and were circulated via West Area Committee (WAC) Circular 48/2016 on 26 August 2016.

The minutes from the meeting held on 23 & 24 August 2016 will be circulated via WAC Circular once approved at the next meeting on 1 & 2 November 2016.

Police Negotiating Board (PNB)

The General Secretary told the Committee that the Police Negotiating Board Staff Side (PNBSS) met on 15 June 2016.

Work continued on Equality issues in the Equality Working Party. The Technical Working Group was also busy with issues including exigency of duty, overnight allowance, held in reserve and working on a rest day.

A member gave a brief update on Equality and commented that work continues with free days to be treated the same as rest days and into part time working hours/payments.

Exigency of duty – form of words hopefully to be presented at the next meeting for approval. It is unknown as yet what these are however, Scottish Police Federation (SPF) are working on this with the Force. The Force Resource Manager agreed fully with SPF at this meeting.

Pensions

The General Secretary reported on frustrations in respect of wider areas of pensions and the expectations of the members.

The General Secretary wrote to the Cabinet Secretary for Finance to highlight issues.

The General Secretary informed the Committee that annual benefit statements are due and the Scottish Public Pensions Authority (SPPA) will be sending out correspondence advising it is on its way. The General Secretary commented that SPPA will have to manage member's expectations in that it will no longer be a forecast but a statement of what it was valued at, at the end of the financial year. Most if not all members should have received statements. Any issues should be raised with SPPA.

The General Secretary reminded the Committee of the lift in restrictions on maximum commutation for Officers retiring with 25 to 30 years. In England and Wales it is at the Chief Constables concession. The General Secretary wrote to the Cabinet Secretary to request that it should be approved in Scotland without the need for the Chief Constable's approval. WAC Circular 30/16 refers.

Scottish Police Consultative Forum (SPCF)

The General Secretary provided an update on the business of the SPCF which included Inspector Working Hours, an update on the staff survey and alterations to Pathways to Policing.

Scottish Police Authority (SPA)

The General Secretary and Chairman informed the Committee that there hadn't been a meeting for some time but one was due later that week (week commencing 21 August 2016). There has been no update from that meeting as yet.

Scottish Police Budget and Finance

Members of the JCC were updated on recent discussion with the Service and the Authority on Budget and Finance.

Members of the JCC were updated on recent workshop "10 quick wins". A final report will be ready by 10 September 2016.

Police Related Charities

Donations were given to both charities involved in the Scottish Police Credit Union (SPCU) Charity Golf day as agreed at the JCC. The Charities involved were Care of Police Survivors (COPS) and Police Treatment Centres (PTC).

Police Treatment Centres (PTC) and the St. Georges Trust

A trustee of the PTC provided a brief update and stated that there is an 85% uptake of the PTC in Scotland.

Work was completed at Castlebrae which will be officially opened by the Cabinet Secretary on Wednesday 28 September 2016. The WAC Chair will attend as both Chair of the Scottish Police Benevolent Fund (SPBF) and as a JCC Member.

A discussion ensued in respect of Trustees for PTC and it was decided that the Chair of the SPF will be a Trustee along with two others elected from the JCC.

Scottish Police Bravery Awards

The closing date for nominations was 31 August 2016; the selection panel meeting is on 12 September 2016 for the awards to be given to the recipient by the end of year. These awards are being supported by the Police Mutual (PMAS).

Police Dependants Trust

The Chairman updated the Committee that the PDT will celebrate its 50th anniversary with a reception (invitation only) to celebrate this occasion on Tuesday 22 November 2016 at the Tower of London. The WAC Chair has received an invitation and will be attending as Chair of the Scottish Police Benevolent Fund (SPBF).

National Police Memorial Day

The event will take place on Sunday 25 September 2016 in St. Paul's Cathedral in London.

Other competent business

The election of the General Secretary was called for with only one applicant, which being the case Calum Steele was elected as the General Secretary of the SPF.

An election was held for a replacement for Jackie Muller, National Equality Secretary who intends to retire in the New Year. Prior to this occurring Motion 1 was heard and approved with an amendment. The election was called for after this and there being only one applicant namely Nigel Bathgate, he was duly elected as Assistant to the General Secretary with portfolio for Equality.

Three items were brought to the JCC from the Finance Standing Committee:

- The FSC recommends to the JCC to approve the expenditure of £75,000 for further development by Tinker Taylor for the #itswhatwedo campaign.
- The FSC recommends to the JCC to meet the travel costs of Charles Cohen (Indiana State Police) to come to Scotland and give a presentation on Open Source Investigation.
- The FSC recommends to the JCC to support the engagement of Linda Duxbury (Ottawa University) to undertake research for the SPF.

The JCC were informed that the West Area Committee carried out an investigation into a Federation Representative after receiving a formal complaint. This was duly investigated in the terms of Rule 13 and the Representative concerned was suspended whilst the investigation was ongoing. After completion of the investigation, a report was submitted to the JCC and the decision was ratified to expel the member from the role of West Area Committee Representative.

Motions

Three motions were presented to the Committee:-

Motion 1 was in respect of a rule change in relation to designations of the Lead Secretaries to Assistants to the General Secretary, maintaining their portfolio in respect of Conduct, Equality and Health and Safety but not inclusively. This motion was subject to an amendment and was approved.

Motion 2 was requesting that the Chairman of the Scottish Police Federation develop, consult and thereafter publish a Strategic 5 year plan for the activities and endeavours of the SPF and develop, consult and thereafter publish a communications strategy covering both internal and external issues for the SPF. This motion was defeated.

Motion 3 was for the JCC to take appropriate measures through PNB Scotland to have the Police Service of Scotland Regulations 2013 amended to allow for Officers undergoing IVF to be provided with appropriate time off for treatment. This was approved.

Lastly at the end of the JCC the Chairman Brian Docherty announced his intention to retire at the end of the year and as such this will involve an election at the next meeting of the JCC in November. It is the intention of the WAC to invite Brian to the West area meeting on Thursday 1 December 2016.

The Chair asked for any questions.

One member stated that he was aware that there were concerns from Officers with pension statements being issued as there appeared to be several errors.

The WAC Secretary advised that any member who has noticed errors on statements should contact the Scottish Police Pensions Agency (SPPA) direct as they will not engage with the Federation on individual pension matters.

Members asked when the visit from Charles Cohen was likely to take place and if his seminar would be open to the membership? The WAC Secretary advised that dates would have to be approved by the Indiana State Police in the first instance and that the full membership should benefit from the visit albeit the maximum attendance would be approximately 400 persons. Sessions would be over a two day period and would take place in the Lecture Theatre at Tulliallan.

A WAC Circular would be issued after the event to share information with the wider membership.

The matter of who will attend and the cost implications have still to be confirmed although members were advised that the full cost will be that of flight and accommodation only.

ACTION

WAC Chair and Secretary to confirm costs involved and who will have the opportunity to attend.

One member asked if there was any update on the venue for Conference 2017.

The WAC Secretary advised that this had not been discussed at the last JCC Meeting and further information had been requested from the General Secretary and Chair of the SPF.

6. JOINT CENTRAL COMMITTEE CIRCULARS

The following JCC Circulars have been issued. Members were advised that all Circulars were available on the website.

- 18/16 19.05.16 - PIRC General Guidance - Information
- 19/16 31.05.16 - Meeting of the JCCs of the UK Police Federations - Information
- 20/16 31.05.16 - PSoS - Budgetary Challenges 2016-17 - Information
- 21/16 09.06.16 - SPF Data Protection Policy - Information
- 22/16 14.06.16 - EqHRIAs – Information
- 23/16 04.07.16- Election of Equality Secretary - Assistant to the General Secretary – Information
- 24/16 29.06.16 - The Integration of the British Transport Police in Scotland into Police Scotland - Consultation
- 25/16 30.06.16 - HMICS CCU Assurance Review – Information
- 26/16 01.07.16 - Legislative Consent Memorandum (LCM) – Police & Crime Bill – Consultation
- 27/16 01.07.16 - 1987 Police Pension Scheme - Restriction on the Maximum Commutation – Information
- 28/16 06.07.16 - Stop & Search - Consultations
- 29/16 06.07.16 - PNB Annual Report – Information
- 30/16 14.07.16 - Fitness Testing - Pathways to Policing - Consultation
- 31/16 14.07.16 - Brexit - Information
- 32/16 20.07.16 - JCC Minutes May 2016 - Information
- 33/16 25.07.16 - SPPA - Annual Benefit Statements – Information
- 34/16 26.07.16 - ICPRA - Information
- 35/16 26.07.16 - ICPRA - Information
- 36/16 26.07.16 - ICPRA - Information
- 37/16 26.07.16 - European Confederation of Police (EuroCOP) – Information
- 38/16 26.07.16 - EuroCOP Spring 2016 Meeting - Information
- 39/16 04.08.16 - Police Circular 1/2016 - Information
- 40/16 08.08.16 - SPF WW Travel Insurance Policy - Information
- 41/16 08.08.16 - Consultation with the SPF - Information

- 42/16 08.08.16 - Carry over of Annual leave – Information
- 43/16 08.08.16 - SPF Response to Scottish Government Strategic Police Priorities Review
- 44/16 09.08.16 - JCC Agenda and Papers August 2016 – Information
- 45/16 16.08.16 - Police Cuts - Information
- 46/16 18.08.16 - Subject & Standing Committee Minutes August 2016 - Information
- 47/16 25.08.16 - Cranfield University Survey on Female Body Armour

7. WEST AREA COMMITTEE CIRCULARS

The following WAC Circulars have been issued.

- 24/16 03.06.16 - Budgetary Challenges
- 25/16 06.06.16 - PIRC advice to members
- 26/16 15.06.16 - SPBF Clipboards and pens
- 27/16 27.06.16 - Budgetary Challenges
- 28/16 28.06.16 - European Referendum 2016
- 29/16 06.07.16 - PNB Annual Report – Information
- 30/16 06.07.16 - Police Pension Scheme - Restriction on the Maximum Commutation - Information
- 31/16 13.07.16 – RDU
- 32/16 15.07.16 – Brexit
- 33/16 22.07.16 - Budget Cuts
- 34/16 27.07.16 - ICPRA - Information
- 35/16 27.07.16 - ICPRA - Information
- 36/16 27.07.16 - European Confederation of Police (EuroCOP) – Information
- 37/16 27.07.16 - EuroCOP Spring 2016 Meeting - Information
- 38/16 08.08.16 - Re Travel Policy (Zika virus)
- 39/16 08.08.16 - Notification of West Area Committee Meetings
- 40/16 08.08.16 - Consultation with the SPF - Information
- 41/16 08.08.16 - Carry over of Annual leave – Information
- 42/16 08.08.16 - Response to Scottish Government Strategic Police Priorities Review - Information
- 43/16 09.08.16 - Media Release
- 44/16 09.08.16 - WAC Vacancies
- 45/16 16.08.16 - Bravery Awards - Reminder
- 46/16 16.08.16 - Police Cuts - Information
- 47/16 26.08.16 - Cranfield University Survey on Female Body Armour
- 48/16 26.08.16 - JCC Minutes May 2016 - Information
- 49/16 26.08.16 - Subject/Standing Committee Minutes April 2016 – Information

The WAC Secretary referred to WAC Circular 44/2016 (West Area Committee vacancies) and advised members that the response had been poor and that he would be issuing a further circular tomorrow as it was important that as many vacancies were filled as possible.

8. WAC CHAIR AND SECRETARIES MEETING

The post WAC meeting arranged for Monday 8 August 2016 was not quorate.

The minutes from the Pre WAC Meeting held on 30 May 2016 were therefore approved at the meeting on 5 September 2016 and circulated to the WAC on 5 September 2016.

The minutes from the meeting on 5 September 2016 are not yet available.

9. JCC FINANCE

The minutes from the meeting held on 13 April 2016 were approved at the meeting on 3 August 2016 and were circulated via WAC Circular 49/2016 on 26 August 2016.

The minutes from the meeting held on 3 August 2016 will be circulated via WAC Circular once approved at the next meeting on 12 October 2016.

10. JCC LEGISLATION AND REGULATIONS

The minutes from the meeting held on 3 August 2016 will be circulated via WAC Circular once approved at the next meeting on 12 October 2016.

The minutes of the previous meeting held on 30 September 2015 were approved and already circulated by JCC Circular 50/2015.

Matters discussed at this meeting were the Scottish Police Authority Governance Review, where it was agreed that a draft response would be compiled by the General Secretary and thereafter circulated to members of the JCC by means of a circular.

The Committee also discussed the Her Majesty's Inspectorate of Constabulary Scotland (HMICS). Counter Corruption Unit Assurance Review. This has led to the creation of a working group, convened by the SPA, whereby the SPF will be represented by the National Chair.

The National Vice Chair also provided an update regarding the new process to collate the responses to the numerous consultations currently under consideration. This was also to be added to all future meetings of the JCC as an agenda item.

The next meeting will take place on 12 October 2016.

11. JCC OPERATIONAL DUTIES STANDING COMMITTEE

The minutes from the meeting held on 13 April were approved at the meeting on 3 August 2016 and were circulated via WAC Circular 49/2016 on 26 August 2016.

The minutes from the meeting on 3 August 2016 will be circulated once approved at the next meeting on 12 October 2016.

JCC Operational Duties Meeting

Matters discussed were the Pathways to Policing where there have been ongoing discussions regarding the Senior Leadership process and a complete review of recruiting. The SPF would be fully consulted in this process and we would be represented by the Deputy General Secretary.

There is also ongoing work in respect of the Special Constable Regulations and that part of that review would be to include Performance Regulations for Special Constables. There is a further recognition that the working time of Special Constables was still not being recorded. The current number of Special Constables in Scotland was circa 900 Officers.

The Committee was informed that the training of Office Bearers in the Post Incident Procedures had been undertaken and the training was well received and there is now a sufficiency of Office Bearers who are now able to undertake attendance at any incident involving PIP.

There was a debate in respect of the Work Force Agreement (WFA) and that there appears to be several divisions undertaking a review of current Variable Shift arrangements aligned to the WFA. It was agreed that any pattern of 8 hours shift lengths was not necessarily compliant with the current WFA. They must also take cognisance of PNB agreements and guidance into shift working and that once established there should be no pattern exceeding 6 days working before a weekly rest day and this would have a significant impact on what division were proposing.

The work in relation to Court Duty Change; the PNB Technical Working Group into the examination of exigency of duty is still ongoing.

The Deputy General Secretary confirmed that the future WFA will have consideration to the start and end of British Summer Time.

The National Vice Chair confirmed that the review of the Superintending Ranks Strategic Review Group had been passed to the 2026 project team.

There is to be a review of a revised JNCC/LNCC structure, whereby matters to be discussed at LNCC will now involve only one national meeting which will encompass the North, East, West and 5C LNCC into one meeting, whereby all the relevant ACC's will still attend.

The next JCC Operational Duties meeting will be held on 12 October 2016.

West Area Operational Duties Committee meeting

The minutes from the West Area Operational Duties Committee meeting held on 19 April 2016 have still to be approved as the meeting arranged for 18 July 2016 was not quorate.

The next West Area Operational Duties Committee Meeting will take place on 19 October 2016.

There have been three shift consultations since the last WAC;

- Lanarkshire CPT Consultation closed on 29 July 2016. This was rejected by a majority of responses received.
- Greater Glasgow Division – Risk and Concern Hub – Consultation closed on 19 August 2016. Support from replies received. Proposal Agreed
- Greater Glasgow Division local problem solving teams – this is being carried out by Chris Thomson. The Consultation will close on 23 September 2016 and involves 250 Officers.

The Secretary requested that anyone aware of ongoing work contact him as soon as possible with details.

A member asked if there was any information regarding the change to the process of recruiting Probationers and pre advanced qualifications?

The WAC Secretary replied that the College of Policing in England and Wales suggest we look for people with pre advanced qualification before entry to the police. There is a review into this which we are aware of but we have not been consulted on the matter.

12. JCC – CONDUCT SUBJECT COMMITTEE

The Vice Chair reported that the minutes from the meeting held on 12 April 2016 were approved at the meeting on 2 August 2016 and were circulated via WAC Circular 49/2016 on 26 August 2016.

The minutes from the meeting on 2 August 2016 will be circulated once approved at the next meeting on 11 October 2016

The minutes from the West Area Conduct Committee meeting held on 14 April 2016 were circulated to the WAC on 2 August 2016.

The last West Area Conduct Committee Meeting/Training Day was held on 21 July 2016 which was well attended. The minutes were sent to attendees only on 31 August 2016 and will be approved at the next meeting prior to being circulated to the WAC.

As a result of a member's resignation, the WAC elected Lorna Hogarth as the new Chair of the Conduct Committee.

This meeting concluded and a training day continued for the Police Service of Scotland Conduct Regulations 2014, this allowed new reps to be trained and was a substantive refresher for others.

Complaints about the police

The WAC continued to deal with a large number of complaints and misconduct with the relationship with Professional Standards Department (PSD) continuing to function. The Deputy Chief Constable has agreed to training seminars to improve the quality, knowledge and understanding of Conduct and Performance Regulations, these will include PSD and the Federation participation.

The Vice Chair provided an update of the current cases.

Conduct

There have been no Gross Misconduct meetings since the last WAC,

The Vice Chair advised the Committee that he had attended a recent meeting with PSD whereby a more up to date position in current cases was provided. He then provided the Committee with an update on live files.

Any Federation Representative aware of Members subject to misconduct should encourage them to contact SPF at the earliest opportunity.

Performance

The Vice Chair reported on the current use of Performance Regulations and work is ongoing with Police Service of Scotland (PSoS) in respect of these Regulations.

The Vice Chair had also met with Divisional Complaints teams to raise the concerns of the SPF in respect of Performance Regulations.

Police Appeals Tribunal (PAT)

The Vice Chair provided an update in relation to an ongoing appeal.

Police Investigations & Review Commissioner (PIRC)

The Vice Chair provided an update in relation to ongoing PIRC Enquiries. There is ongoing discussion with PIRC regarding seizure of personal items from members who are witnesses to on-going enquiries.

Gary Mitchell left the Meeting 11.20 am

13. JCC – EQUALITY SUBJECT COMMITTEE

The Deputy Secretary (Equality) updated the West Area Committee that the Minutes for the West Area Equality Committee meeting held on 05 April 2016 had been circulated. She advised that there had been another meeting held on 19 July 2016 and that the Minutes would be circulated following approval at the September meeting.

The Deputy Secretary (Equality) advised that in May 2016 she had circulated an e-mail to all members of the Equality Committee regarding suggestions for the Equality input at Conference 2017. A number of suggestions had been received and following discussion it had been agreed that the West would take forward the suggestion of "Hate Crime". She advised the Committee that at the Equality Standing Committee each area had submitted a suggestion and following discussion it had been agreed the topic would be "maternity". She further advised that she would possibly be looking to take a Motion to conference covering the treatment of Police Officers as victims of crime.

The Deputy Secretary (Equality) advised the Committee that she had received concerns regarding how Absence Support Meetings were being carried out. All the Area leads are examining the current position regarding the removal of self-certification and CRTP. She advised the Committee that she would be grateful if any representatives could feed back any examples to her.

She further updated the Committee of a letter being sent out to part time officers regarding the abolition of salary adjustments for public holidays. This had been in place for Strathclyde officers and had been implemented in 2010 following intervention by the SWDF. It would appear that the review of the payroll for PSoS showed that this was only being implemented in the West (excluding V Division) and it was now being abolished. Officers had been advised to contact SPPA to ascertain if this would affect their pensions.

The Deputy Secretary (Equality) reminded the West Committee of the WAC Circular 47 of 2016 the Cranfield Survey on Female Body Armour and urged the Representatives to encourage female officers to take part in this important survey.

The Deputy Secretary (Equality) provided an update regarding the Diploma Application process which is currently under review. A survey had been carried out dip sampling from candidates, First Line Managers and Local Area Commanders and the feedback seemed to suggest that it is viewed as not a suitable vehicle to ascertain an officer's competency to become a supervisor. She further advised that in the future Andrea MacDonald would be taking on this role in her position as Vice Chair of the SPF.

The WAC Deputy Secretary (Equality) advised that she had summarised all the feedback in terms of the diploma and appraisal system.

In relation to PDRs, with the information gathered from the staff survey it was believed that PDR conversations may be implemented as the survey results show that this is what the Officers want.

One member raised a concern about Competency Related Threshold Payment (CRTP)

The WAC Secretary advised that the matter of removal of CRTP is subject to an appeals process. It is a concern that the payment may be taken from Officers and the WAC Deputy Secretary (Equality) will undertake the matter but it appears to be that some decisions are taken to save money.

A presentation was made to John Haynes on his forthcoming retirement. The meeting was then adjourned for lunch and Divisional Meetings were held thereafter.

14. JCC – HEALTH AND SAFETY SUBJECT COMMITTEE

The minutes from the meeting held on 12 April 2016 were approved at the meeting on 2 August 2016 and were circulated via WAC Circular 49/2016 on 26 August 2016.

The minutes from the meeting on 2 August 2016 will be circulated via WAC Circular once approved at the next meeting on 11 October 2016.

Health & Safety Update

The last West Area Health and Safety (H&S) Committee Meeting was held on 6 April 2016. The meeting which was scheduled for 27 July 2016 was cancelled due to low confirmed attendance. Therefore the minutes from the April meeting have still to be approved. The next WAC (H&S) Meeting is on 28 September 2016 and members of the Committee were urged to attend or to give their apologies in time so that a reserve can be arranged.

At the meeting on the 6 April 2016 an issue was raised in respect of Officers being used to restrain staff whilst drugs are being administered by medical staff. This matter has been raised at the National Officer Safety Training monitoring group on 25 August 2016 and work is ongoing re the potential legal implications for Officers getting involved in these types of situations. This cuts across H&S and Conduct.

Joint UK 9 June 2016

This meeting took place in Birmingham on 9 June 2016. Once the minutes have been approved they will be circulated to the H&S Committee.

The WAC Deputy Secretary (H&S) referred to WAC Circular 47/16 regarding SPF and the Police Federation of England and Wales supporting a study carried out by Cranfield University into female body armour. Representatives were asked to encourage as many female Officers as possible to take part in the study.

JCC Health and Safety Committee 2nd August 2016

The JCC Health and Safety Committee met on 2 August 2016 with the main meeting being preceded by the Custody and Operational Support Division (OSD) sub-groups.

Custody

One of the issues discussed was wearing/use of Personal Protection Equipment (PPE) in custody suites. The National SPF position is that PPE with exception of body armour should be worn in custody suites. Part of the rationale of introducing PAVA was that it can be used in confined spaces.

Issues were also raised in West regarding closure of custody suites causing extra travel, sometimes out with the Division.

Issues have been highlighted whereby Officers have been instructed to clean soiled cells in an effort to maximise capacity in the custody suite. There is a requirement for training, risk assessment and a Control of Substances Hazardous to Health (COSHH) certification for the use of cleaning materials.

The WAC Deputy Secretary (H&S) along with the WAC Secretary attended a meeting with Senior Management in Custody Division on 1 September 2016 and raised issues. Currently, custody is reviewing their cell cleaning arrangements.

Other issues identified were lack of capacity and undue delay at the rear of Custody Suites.

Due to numerous vacancies within Custody Division, their capacity is restricted to the availability of cells. To alleviate this issue, custody suites are closed allowing others to maximise their capacity.

OSD

With regards to Operation Grattan/Wide Loads, there are currently two accident investigations being carried out in respect of incidents involving Officers whilst carrying out these tasks.

Health & Safety Meeting

The minutes will be circulated in due course, issues covered included training and the H&S input to the conference.

West Area Health and Safety Board 19 July 2016

The meeting took place at on 19 July 2016 at Dalmarnock and was chaired by ACC Williams. Amongst the issues discussed were;

- Force H&S Advisors reported an increase in assaults on Officers and staff by 23%. There is no obvious pattern.
- Increase in near miss reporting particularly in relation to premature discharge of Airwave batteries.
- Force H&S Advisors have been instructed to circulate statistics to members of the meeting rather than just reporting on them.
- Force H&S training has stopped temporarily so that the courses can be quality checked.

Divisional updates

The handover for the portfolio for H & S continues there is no intention to replace pre-existing arrangements where local Representatives have been going to divisional meetings but a request has been made for the WAC Deputy Secretary (H&S) to be included in the list of invitees to each divisions H&S meeting. This has now been confirmed for 'K', 'U' and 'G' division meetings as well as Gartcosh.

K division

On 5 August 2016, the WAC Deputy Secretary (H&S) and the Area Chair carried out an inspection at Renfrew Police Office which identified a number of issues. A report has been submitted.

U division

On 17 August 2016 the WAC Deputy Secretary (H&S) and Area Chair attended at Ayr Police office to carry out an inspection of the premises and during this inspection some matters of serious concern were identified which culminated in the inspection being halted. When inspecting rooms on the ground floor, damage was identified on asbestos containing material.

An immediate air test was instructed by a suitably qualified contractor who deemed these areas to be of low risk and recommended encapsulation to be carried out.

National Health and Safety Board meeting 5 May 2016.

The last meeting was held on 5 May 2016 where the lack of airwave particularly at hospitals was discussed. Airwave are in discussion with the NHS at Glasgow Royal Infirmary (GRI) and the Queen Elizabeth University Hospital (QEUH) are to examine where it is possible to install additional equipment. This work continues.

If any Federation Representative is aware of similar lack of coverage of airwave, details should be forwarded.

Accident Investigations-

Investigations were carried out in respect of a national problem regarding leaks from PAVA canisters. Force OST had already carried out significant work and had forwarded a number of canisters to the manufacturer for testing. The Manufacturer agreed to replace the entire batch.

Near Miss Guidance

The WAC Deputy Secretary (H&S) is still working on re-drafting near- miss guidance with a view to circulating it to all reps. This will be shared with the H&S Committee prior to circulation.

Incident Reporting

As of 2 September 2016 The WAC Deputy Secretary (H&S) will have access to SCoPE incident reporting across the West Area. On SCoPE accident forms there is a box to be ticked giving consent to share data with the SPF, the force has adopted the position that unless this box is ticked, the SPF will not be directly notified of an incident and when searched, it will not come up in the results. The force's interpretation of the regulations is being challenged at a national level.

If any member becomes aware of an incident of concern, they should email the WAC Deputy Secretary (H&S) with details of the incident.

One member raised concerns regarding Officers who work in the custody suite having to carry PPE as they do not wear a belt.

ACTION

The WAC Deputy Secretary, (H&S) will raise the matter with Peter Jones, National H&S Secretary to ensure that Officers in Custody Suite have access to belt.

Colin Fraser left the meeting at 2.25 pm

15. LOCAL NEGOTIATING CONSULTATIVE COMMITTEE (LNCC)

The WAC Secretary gave a brief update.

The last meeting of the LNCC was held on 4 July 2016, within the Albion Room at Police Scotland, West Area, Dalmarnock. This meeting was chaired by ACC Williams.

The ACC opened the meeting and took time to recognise that this would be the last meeting that would be attended by Andrea MacDonald in her capacity as WAC Chair. He then wished her all the best in her new role and thanked her for her contributions at previous meetings of the LNCC.

Matters raised by the WAC Secretary were the continuing issue in respect of Force memorandum 079/16 issued by Peter Blair. This was in respect of annual leave for 2017/18. This memo has caused a large volume of enquiries to Merrylee House and as such it was highlighted that there were several other work streams ongoing that this caused consternation to all members. It did not reflect on responses already submitted during the recent staff survey and working being discussed at the PNB SSC. ACC Williams agreed that this would be discussed at future meetings of the Resource Deployment Strategy Group and still remains unresolved. (A further memo 119/16 has now been issued and suggests that this will be resolved in the week commencing 03 October 2016. The fact remains that all annual leave still follows the agreed protocol of period rotation 1, 2, 5, 4, 6 & 3)

There are still issues regarding Court Duty Change Protocol for both High and Sheriff & Jury Courts. For the avoidance of doubt Police Scotland still does not have a Force Policy and still relies on Legacy arrangements. It was never agreed that Court Duty Change would be implemented to other than Summary Citations. There may have been agreements elsewhere in Scotland but they should not be imposed in the West Area. We are still receiving poor examples where Resource Management are imposing duty change out with the agreement. Any representative who is made aware of these changes is asked in the first instance, to take this to their respective Area Commander or Head of Department and also copy to the Area Secretary so that this can be raised with the Divisional Commander for Criminal Justice.

This matter will also be raised with the new ACC who now has the portfolio for Criminal Justice, ACC Higgins. The Force still believes that issues regarding court citations will be better served by better use of the Court Scheduling system already being deployed in other legacy Force Areas.

The next meeting is due to take place on 17 October 2016.

16. 5C LOCAL NEGOTIATING CONSULTATIVE COMMITTEE (5C LNCC)

The WAC Secretary gave a brief update.

The last meeting of this Committee was held on 14 July 2016 within the Graham Room at the Scottish Police College. The meeting was chaired by ACC John Hawkins. The minutes of the previous meeting of 16 March were approved.

Matters discussed were as follows:

The Committee were informed that the "People and Development" staff who were working on several projects were to be returned to the substantive posts. P&D were still dealing with several long term absences but there was a growing concern that short term absences were showing an increase.

We received an update regarding the new Divisional Commander in C3 Division, Chief Supt Roddy Newbigging and as such there would be new structure put in place in the division and new sub groups for processes, namely, The People Board, the Training Panel and the Absence Management group. We were assured that the SPF would be invited to participate in these groups. To date we have not yet been invited to any meetings.

Criminal Justice Division also provided an update of work being undertaken in regards to The Criminal Justice Act. They suggested that the current timescales for implementation may be unachievable for the management of custodies and that the Ch. Supt from Criminal Justice had written to the Cabinet Secretary for Justice seeking to extend the deadline beyond 30 June 2016. To date there is no update or confirmation that this extension has been granted or has been received.

There has to be National Training for all Officers in regards to the SOP and Legislation involving the Act and this training was to be undertaken locally. The West Area Secretary asked if the accompanying Equality and Human Resources Impact Assessment (EqHRIA) had been shared with the SPF. Assurance was given that this had already been carried out.

The Committee were also provided a series of updates from the HMICS review into Custody and the follow recommendations were agreed by the Force. Prisoner cell observations will now be carried out by Officers who are the same sex as the custody. The Force was also engaging with Local Sheriff Principles and Sheriffs to assess the level of Police Officers involved in Court Duties. There was also ongoing discussion with the Crown Office & Procurator Fiscal Service into the initial period of 7 day case marking.

As a review was being undertaken to examine shifts and working practices in all areas of 5C, the attendees were reminded that as they were a National Division that any consultations were to be shared initially with the SPF Deputy General Secretary. This local engagement would then be carried out by the respective Area Secretaries.

The next meeting will take place on 16 September 2016

In relation to cell observations, one member asked if the same procedure was carried out for prisoner checks? The WAC Secretary replied that this should be the case.

One Member stated that in his Division there were no female PCSO's therefore checks had to be made by male Officers as and when required.

The WAC Secretary requested that the Representative forward details to him to allow him to raise the matter.

ACTION – Details to be forwarded to the WAC Secretary of issues regarding custody checks .

17. LOCAL POLICING COMMANDERS MEETING

The WAC Secretary gave an update.

There have been two meetings of the Local Policing Commanders since the last WAC. Both meetings were held within the Albion Room at Dalmarnock and Chaired by ACC Williams.

The first meeting was on 19 July 2016.

The meeting was provided with a presentation by the International Development Unit, where Police Scotland was promoting itself to other policing bodies across the World for training packages. This was not to be seen as a source of Finance and was to develop Officers of all ranks. The Unit have advertised for notes of interest and to date there had been 69 notes recorded. There had to be considerations to measure welfare and risk. The initial management of this would be carried out by their Line Manager, who would have to be appropriately trained.

There continues to be an issue on the specific costs on Court Citation Costs and Finance was to identify individual Costs for each Division. There was still an underspend on the West overtime budget.

HR reported that all divisional absences were now below the 5% threshold and it was reported that 'K' Division now have an on-line portal for referrals to Optima. The monthly campaign for Optima was "Do you know your body" this was a challenge to examine Cholesterol and Body Mass Index.

There had been 43 ill health retirals this year and a further 47 were on the list to be considered. 15 of that were West Officers retired and 18 in the process.

There was reference made to the Vacancy sub group chaired by ACC Mawson. This group had the overall responsibility to determine what vacancies that exist within Police Scotland and what was "Business critical" and should be filled without delay.

Temporary Promotions were still to be considered as there were over 500 Officers who were on the list of "Suitable No Vacancies." The preferred option remains that any vacancies are filled by promotion rather than filling the post with a Temporary rank. All other matters were of a routine nature.

The second meeting was held on the 19 August 2016

This meeting only had one Divisional Commander in attendance and all other division were represented by a Supt. This was due to the fact that there had been a Scottish Local policing Commanders meeting the previous day which had captured the majority of the business to be discussed.

The group were given a presentation on Strategic Policing Priorities by Daniel Coulridge from the Scottish Government. There were comments made that the draft consultation document could be considered to lack some ambition and Police Scotland should be considered to be the "Best Police Service in the World".

Finance provided figures of the shortfall in the Policing budget and the figure is also widely published by the media to be £21 MILLION by year end. The current work into Supervisory ratio would result in saving but no figures were provided. The figures for the overtime budget was now showing to have an underspend and one member questioned if this money could be used to show budget savings and the answer provided by Finance was, "yes it could".

HR was not present at the meeting and had intimated their apology for non-attendance.

All other matters were of a routine nature and the date of the next meeting is 14 September 2016.

18. MOTIONS

Five motions had been received by the Secretary within the 28 day notification period prior to the meeting.

Motion 1

European Confederation of Police

This Area Committee to ask the Joint Central Committee to note that from the outcome of the EU Referendum, the United Kingdom will leave the European Union. For the Joint Central Committee to review their membership of the European Confederation of Police (Euro Cop) in line with the United Kingdom's withdrawal from the European Union.

Explanatory Note

At present the Scottish Police Federation is a member of the European Confederation of Police (Euro Cop) at an annual cost of around £17,000 per annum.

Once the United Kingdom is no longer a member of the European Union, it will not be liable to EU law and therefore the lobbying of MEP's will be irrelevant. This Motion seeks to release the SPF from membership of the European Confederation of Police in line with the UK Government initiating the Article 50 process.

The Motion was then debated by the Committee and after discussion the Motion was Defeated.

Motion 2

Kinship

That this West Area Committee asks the Joint Central Committee to raise the subject of Kinship Care at PNB and seek statutory entitlements for Police Officers to have Police Regulations & Determinations recognise all forms of family caring arrangements

Explanatory Note

There is no policy or standard operating procedure within the Police Service of Scotland in relation to Kinship Care coupled with a lack of understanding and knowledge of this issue. There is no statutory leave entitlement for this scenario and clearly a disparity on how each case would be dealt with. The issue has recently been on the agenda for the Scottish Government. Unlike a generally happy experience surrounding pregnancy and adoption, the Kinship process can be harrowing, therefore requires to be regulated to provide the best support.

The Motion was then debated by the Committee and after discussion the Motion was carried.

Motion 3

COPFS

This Area Committee asks the Joint Central Committee to request the office of the Lord Advocate, to review the process when dealing with Police Officers who are subject to a criminal allegation.

Explanatory Note

This Motion accepts the importance of criminal allegations being investigated properly and corrupt Police Officers being weeded out and subjected to the due criminal judicial process. There is however a lack of accountability for the length of time to resolve if a matter is to be progressed or not.

In many cases the matter could have be dealt with quickly, under Police Discipline or Performance Regulations, allowing everyone to move-forward and the Officer returning to normal duties. This Motion seeks to address this serious issue.

The Motion was then debated by the Committee and after discussion the Motion was carried.

Motion 4

First thirty minutes of Overtime

That this West Area Committee asks the Joint Central Committee to renegotiate the regulated non-payment for the first thirty minutes of overtime relating to being detained on duty.

Explanatory Note;

Regulation 17 Annex 7(A) (6) relates to Officers not being paid for their first thirty minutes of casual overtime. This was brought in as regulation when the Police Service was subject to seven day working. Due to the change of shifts to the variable shift agreement this is now outdated and unworkable given the current financial pressures, complete reduction of overtime and an all-time low for Officer morale. There was a previous motion however this has elapsed. This regulation is seen by many senior supervisors as a 'free half hour' in cash strapped times which is regularly abused.

The Motion was then debated by the Committee and after discussion the Motion was carried.

Motion 5

Recording of persons as Perpetrator within Domestic Situations

That this Area Committee asks the Joint Central Committee to request Police Scotland to review how it records and holds information of persons involved in Domestic Incidents.

Explanatory Note

Police Scotland records all Domestic Incidents on the Interim Vulnerable Persons Database. On conclusion of the incident, there will be a Perpetrator and a Victim, this is despite in many cases no crime having taken place and there being no evidence to corroborate such dispersion on another's character. Police Scotland will share this information with partner agencies.

Thereafter this is a matter of record and will be used by control room staff to prepare Officers prior to attending any incident at this address.

This Motion seeks to have the label of Perpetrator and Victim removed and replaced with "involved person".

The Motion was then debated by the Committee and after discussion the Motion was carried.

Joe Thomson left the meeting at 3.40pm

19. CORRESPONDENCE

There were four items of correspondence read to the members:

06.06.16 – email from Andy Smith regarding resignation from WAC

20.07.16 – email from Jim Bradley regarding resignation from WAC

11.08.16 – email from Scott Wilson regarding resignation from WAC

22.08.16 – email from John Haynes regarding retiral/ resignation from WAC

20. COMPETENT BUSINESS

A brief update from the divisional meetings which were held earlier was given.

There was brief discussion regarding Operation Grattan.

ACTION – Lorna Hogarth to provide information to the WAC Secretary regarding examples of overtime in relation to Working Time Regulations being worked.

MP & MSP Meetings

The WAC Secretary updated the members on the recent meetings with MP's and MSP's. Both the WAC Secretary and WAC Chair continue to meet and engage with West MP and MSP's

WAC Vacancies

The WAC Secretary advised that a further WAC Circular would be sent out the following day in respect of the current vacancies on the WAC. Unfortunately the number of vacancies has risen and this is having a detrimental effect on the West Area Committee meetings. Members were encouraged to actively seek nominations within their Division/Department.

Basic Federation Training

The West Area representatives that have yet to attend a basic training course were identified and their details will now be passed to the SPF HQ.

European Championships

This will be held during the period 1 August 2018 – 12 August 2018 and will be held at various venues. The WAC Secretary gave a brief update.

Members were advised that ACC Higgins is gold command for this event.

One Member advised of a new charity which was released in March this year for anyone within the Police Service in the United Kingdom. The Charity is called "call4backup.org" and they offer counselling to Police Officers. There is no limit on the amount of counselling provided and they are open seven days a week. Leaflets are available if required.

Conference 2017

The WAC Chair informed members that motions should be submitted 28 days in advance of the next WAC Meeting on 1 December 2016.

21. CLOSE OF MEETING

The Chair closed the meeting and thanked the members for their attendance. A vote of thanks was given to the Chair.

Malcolm Macdonald
Secretary

Martin Bertram
Chair



SCOTTISH POLICE FEDERATION Constables' West Area Committee

Ref: IF/LW

Minutes of the Constables' West Area Committee Meeting held at the Glynhill Hotel on 8 September 2016 at 10 a.m.

1 ROLL CALL

Apologies were received from Gary Phillips and Gary Gray.

2. OPENING OF MEETING

The Committee Chair opened the meeting and welcomed all present. The Chair reminded members that standing orders were adopted at the opening of the Joint meeting and will remain in place for the duration of today's business.

3. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting had been circulated and were approved as a true record of the meeting.

4. ELECTION OF SECRETARY

The Committee Chair informed members that the Committee Secretary Scott Wilson had resigned as a Federation Representative and as such an election for Secretary would take place. Members were asked if there were any objections to the voting being carried out by a show of hands as opposed to a ballot, there were no objections.

Ian Florence was nominated and seconded and as there were no other nominations he was duly elected.

5. ELECTION OF DEPUTY SECRETARY

Nominations were then requested for the position of Deputy Secretary.

Lorna Hogarth was nominated and seconded and was duly elected.

6. COMMITTEE VACANCIES

The Committee Chair reminded members that if putting themselves forward for a Committee that they are able to make themselves available for Committee meetings. Recently, due to a lack of numbers at Committee meetings they have not been Quorate.

(a) Conduct

The Committee Chair informed the members that there was now a vacancy on the Conduct Committee. There are two reserves; Gary Gray who is still recovering and Gemma Mazur who informed members that she wishes to remain a reserve at this time.

Eddie Mather, Tracey Bryan and Chris Thomson were all nominated and seconded. After the second round of voting Eddie Mather and Tracey Bryan had an equal number of votes. Lots were drawn and Eddie Mather was duly elected.

(b) Benevolent Fund

Tracey Bryan and Marketa Hola were both nominated and seconded. After voting Tracey Bryan was duly elected.

6.2 Pay, Allowances and Conditions of Service

The WAC Secretary reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

Held in reserve, annual leave payments and on-call allowance are still being discussed. Still waiting on communication regarding pay increase.

6.3 Shifts

The WAC Secretary reported that there was a consultation ongoing for Greater Glasgow Problem Solving Team which is due to end on 23 September 2016. A consultation on Greater Glasgow PPU was complete and implemented. And a consultation on Lanarkshire CPT had been rejected.

A member reported that there may be shift changes being planned in 'L' Division. The WAC Secretary will contact the relevant parties in 'L' Division regarding the implementation process.

6.4 Committee Reports

(a) Health & Safety

The WAC Secretary reported that they had been made aware of a complaint regarding disrepair at London Road Police Office in Glasgow. Work is ongoing regarding this and work is still being progressed in relation to asbestos in buildings.

(b) Equality

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

(c) Operational Duties

The WAC Secretary reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

The WAC Secretary reminded members that meetings needed to be Quorate and anyone unable to attend meetings should notify as soon as possible to allow reserves to be contacted. There is a lot of work ongoing regarding shifts.

(d) Conduct

The WAC Vice Chair reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

6.5 JCC Report

The Committee Chair reminded members that any motions for conference will be required for the next meeting.

The WAC Secretary reported that there had been no Constables Committee during the last three meetings as there had been a lack of rank specific items on the agenda. Any rank specific issues should be submitted to the WAC Secretary for inclusion on the agenda.

7. **CORRESPONDENCE**

A Letter of resignation had been received from Scott Wilson. The Committee Chair passed on his thanks to Scott.

8. **MOTIONS**

There were no motions.

9. COMPETENT BUSINESS

A member raised an issue regarding Officers being cited for court at short notice whilst involved in solemn trials. Officers were sometimes being cited the same day that they are required to attend court despite having been at court with the same trial in previous days. When complaints have been made they are informed that it is the P.F's decision. This raised a further issue as Crime Division then have to email Resource Deployment Units as their supervisors have no access to SCoPE. The WAC Secretary reminded Officers that the court duty change is only for Summary cases and that he would raise this issue with ACC Williams.

The Committee Chair informed members that if they have a specific interest on a committee of which they are not a member, they should contact Committee Leads to see if it is possible to be present at a meeting of that Committee. The WAC Secretary reported that the only issue would be the confidentiality at Conduct Meetings.

10. DATE OF NEXT MEETING

The next meeting will be held on 1 December 2016.

11. CLOSE OF MEETING

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

Joe Irvine
Chair

Ian Florence
Secretary



SCOTTISH POLICE FEDERATION Sergeants' West Area Committee

Ref: JM/LW

Minutes of the Sergeants West Area Committee Meeting held at the Glynhill Hotel, on 8 September 2016 at 10 am.

1. ROLL CALL

John Munn (Deputy Secretary)
Jennie Macfarlane (Vice Chair)
Paul Connelly
Andy Fairie
Gerry Welsh
Tommy Crombie
Alistair MacKinnon
Stuart Finnie
Neil MacKay

Apologies were received from Andy Hastie

2. OPENING OF MEETING

The Vice Chair opened the meeting and welcomed all present.

3. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting had been circulated and were approved.

4. MATTERS ARISING

4.1 Committee Vacancies

Due to the resignation of Andy Smith and Paul Connolly taking up a full time position, a number of committee vacancies have arisen. However due to the minimal number of members present at the meeting it was agreed that the elections for the vacant positions would be deferred until the next meeting. One of the vacancies is the position of Committee Chair.

It was decided that it would be fair to all those members who were not present at the meeting for an e-mail to be sent to all members advising of the vacant positions and to express an interest in any of them in the usual manner.

Clarification of the agreed proposal to be sought from the West Area Committee Secretary before taking forward.

4.2 Custody

Discussion took place once again with regards to the continual backfilling of custody posts for both Duty Officers and for PCSO's.

Presently there are 105 vacancies for PCSO's throughout Police Scotland, however it is not thought likely that these posts will be filled quickly and even if they were, then a six week training regime exists before they can become operational. This position is therefore not ideal and backfill abstractions will continue for the foreseeable future.

Lack of cell capacity in holding stations continues to be a major problem with again further examples given of prisoner transfers which involved distance intensive transfers within the West Command area.

Concerns were raised with regards to the amount of time prisoners were being held or transferred in the rear of police vehicles.

The lack of suitably trained Duty Officers continues to cause issues for those supervisors regularly used to backfill to the detriment of the running of their own shifts. There appears to be an unwillingness to train further Duty Officers throughout the Divisions of West Command and the same supervisors have to bear the brunt of continual custody backfilling.

The quality of Duty Officer training continues to cause concern. With the rollout of the National Custody Model taking place in the next few months this would have been an ideal opportunity to redress the sub-standard Duty Officer training presently provided.

The current policy of sending Custody Division Duty Officers across West Command to fill shortfalls at different offices raised concerns due to the problems that may arise with these Officers being unfamiliar with the layouts and safety/evacuation procedures involved.

Examples were also provided of excessive journey times for those Officers being deployed elsewhere to cover resource issues. Health and welfare implications were obvious.

Cleaning of cells was discussed and examples given of Officers being forced to clean cells without appropriate training and out with the remit of certain PCSO's who have differing employment contracts at present.

ACTION – WAC Deputy Secretary (Health & Safety) to look into all the above issues.

4.3 Variations

The deployment of RDU has ceased across territorial divisions, however remain in place within specialist divisions.

The members agreed that this was a positive step and that Senior Management may indeed be listening to the front line supervisors, albeit the ability of local supervisors to actually supervise continues to erode and the implementation of RDU may materialise again in the future.

Concern was also raised with the implementation of supervisor ratios and the lack of supervisors presently available to sustain these ratios effectively.

5. **CORRESPONDENCE**

Notice of resignation from Federation duties was received from Andy Smith.

Intimation was also received from Paul Connelly to stand down from his present committee duties due to his new appointment as Deputy Secretary for Health and Safety.

6. **AOCB**

Discussions took place around the subject of TOIL buy back and the budget implications of this and the subsequent ability of Officers to utilise TOIL when it suits them rather than when it suits the Force.

7. **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 1 December 2016.

8. **CLOSE OF MEETING**

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

Jennie Macfarlane
Vice Chair

John Munn
Deputy Secretary



SCOTTISH POLICE FEDERATION Inspectors' West Area Committee

Ref: JC/LW

Minutes of the Inspectors' West Area Committee Meeting held at the Glynhill Hotel on 8 September 2016 at 10 am.

1 ROLL CALL

No apologies were received. The meeting was informed that Inspector Jim Bradley had tendered his resignation from the Federation

2 OPENING OF MEETING

The Chair opened the meeting and welcomed the Divisional Representatives.

3 MINUTES OF PREVIOUS MEETING

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

4 MATTERS ARISING

4.1 ICC Update

The Chair informed the meeting that a decision had been made to delay the publication of the long waited results of the Inspectors Survey. This was mainly due to the ongoing discussions with the Force who were making positive comments and giving assurances that matters would be addressed.

Several Committee members expressed concern at the delay, citing the fact that while this was ongoing many Divisions were actually cutting the numbers of Inspectors, thereby increasing the workload of those that remained in posts. All present agreed with this sentiment and the Chair stated that he would pass the Committee's concerns to the ICC with a recommendation that the findings be published as soon as practicable.

4.2 JCC Update

The Chair informed the Committee that there were no rank specific updates from the JCC and that all relevant matters would be covered at the joint meeting. He did however inform the meeting that the Chair of the Scottish Police Federation had intimated his intention to retire at the end of the year. The Chair then informed the Committee that Andrea MacDonald Vice Chair of the SPF and former Chair of the West Area Committee, and David Hamilton Chair of the North Area Committee had intimated their intention to stand for the vacant position at the next JCC.

4.3 Re Rostered Rest Days

Discussion took place regarding the number of rest days that were being re-rostered due to known events. In particular it was noted that Officers attached to Group 3 in Greater Glasgow were currently in receipt of five re-rostered rest days due to football and other duties. The Chair commented that this was a matter that had to be addressed primarily through the Divisional Commander; however should this be unsuccessful he would be happy to take the matter further with a view to requesting that the JCC approach the ACC (West) for clarification.

5 **CORRESPONDENCE**

There were no items of correspondence.

6 **MOTIONS**

There were no motions.

7 **AOCB**

There were no items of competent business.

8 **DATE OF NEXT MEETING**

The next meeting will be held on 1 December 2016.

9 **CLOSURE OF MEETING**

The meeting closed at 1100 hrs.

Joe Thomson
Chair

Joe Conway
Secretary