



Scottish Police Federation North Area Committee

Minutes of the 1st quarterly meeting of the Scottish Police Federation – North Area Committee held on Monday 29th February and Tuesday 1st March 2016 at the Atholl Palace Hotel, Pitlochry.

1. Members Present

Full Time Officials

David Hamilton	Chair
Graham Sloan	Secretary
Steve Thomson	Deputy Secretary
Peter Jones	National Health and Safety Secretary

Constables	Sergeants	Inspecting Ranks
Fraser Robertson	Derek Baxter	Gordon Deans
Brian Dick	David Threadgold	Gordon Milne
Mike Purdie	Andrew Bilton	Caroline Scobbie
Neil MacDonald	Martyn Turner	Dave Forsyth
Gary Johnson	Karen Harrison	Graham Smith
Sandy Smart	James Thomson	
Davie Smith	Gordon Forsyth	
Linsey Burns	Stephen Ross	
Shirley Moran	George Murray	
	Grant Letham	

2. Opening of Meeting

The Chairman opened the meeting and welcomed all members present and he encouraged everyone present to take an active part in the meeting and to contribute to discussion and debate. Sheena Joss, office administrator from Dundee was attending as a minute taker.

A special welcome was made to Shirley Moran who was attending her first meeting following her recent election as a Constables representative for D Division. The Chair also highlighted that Insp Andy Barclay had been elected as an Inspectors representative for A Division, but he was unable to attend this meeting. He congratulated both officers and thanked them for their willingness to take on the role as a representative.

The Chair also welcomed George Murray back to the NAC having missed recent meetings due to illness.

The chairman highlighted that on Tuesday morning, Katrina Cameron (Insp Supt Rank Strategic review) would provide an input on the recent Superintendents survey and then June Standen, Health and Wellbeing Commercial Delivery Manager with PSoS People and Development would be attending to provide the committee with inputs on the AXA PPP system, Trim and the services of OHU.

3. Apologies for Absence

Apologies were received from;

John Crawford
Neil Cameron
David Ogilvie
Iain Smith
Andy Barclay
Frank McManus
Gus Morrison

4. Approval of Previous Minutes

The Minutes of the previous Meeting which were circulated in advance of the Meeting were formally approved having been proposed and seconded by Davie Smith and by Neil MacDonald.

5. Matters Arising

5.1 Action/Decision Log

The action and decision logs had been circulated in advance of the Meeting and the contents were noted by the Committee.

Action 00011/15

The Secretary advised that at present the force was yet to complete its Pay, Overtime and TOIL SOP, which would provide direction regarding the Competency Related Threshold Payment. Due to the lack of this revised SOP staff were still being referred to legacy policies on the application of the scheme.

Due to the differences of approach across the country no further guidance had been circulated to members as requested. The Chair undertook to circulate the PNB Guidance document regarding CRTP.

The meeting agreed to **close** the action.

Action 0012/15

The National Health & Safety Secretary advised he had raised this matter and provide the following update that the matter had been raised at the National Uniform PPE Group. The current uniform had been evaluated additional clothing will be required. The matter is now being progressed by the force with the next meeting due in April. There was general discussion by the committee and a frustration about how long this matter was taking to resolve.

The meeting agreed to keep the action open for later update.

Action 0013/15

The Secretary advised that this task had been raised following concern about matters such as British Summer Time having not been dealt with by the Working Practices Review Group. Members were to submit a list of such matters they felt needed to be addressed by the WPRG.

The Secretary reported that he had not received any items from the committee for submission.

The meeting agreed to **close** the action.

Action 0014/15

The chairman provided an update that clarity had been provided by the force that where a PSoS instigated rescue is attended by a civilian rescue team involving police officers that their attendance will be classed as duty and they will be compensated for 'call outs'. Duty time will also apply to training.

There was some discussion regarding the implications in respect of working time and officers not being available for their rostered duty. It was felt these individual matters could be resolved locally.

The meeting agreed to **close** the action.

Action 0015/15

The Secretary advised that the matter had been highlighted with the General Secretary as requested.

The meeting agreed to **close** the action.

6. Standing Items

6.1 JCC Update

The Secretary advised that the JCC had met on 9th and 10th February 2016 and the minutes would be circulated in due course.

PNB

The Chair updated on work at the PNB.

The Technical Working Group was now well established and considering a paper that gives further clarity on what an "exigency of duty" is and more importantly isn't. It is hoped that an agreement on this can be reached by summer. The Group is also considering proposals in relation to a revised Overnight allowance that would simplify the current Held in Reserve arrangements, changes to arrangements where officers are retained on duty into a Rest Day and the NAC motion enabling Overtime to be paid where more than 15 days' notice is given.

The Equality Working Group has had a challenging time where agreement on additional hours payments, Rest Days and Free days during Annual Leave and the implementation of the Children and Families Act. Frustratingly we have had elements agreed then disagreed. The issues have been escalated with the PNB Chair.

The Full PNB is considering other matters not least the 2016 Pay claim. Our 2015 claim was for 1% in September 2015 and 0.6% in April 2016. The Official side agreed to 1% but rejected the additional 0.6%. The 1.6% was a figure drawn from the median of public and private sector salaries in Scotland (the Scottish Governments own figures).

This year's new median is 1.9%. Staff side have therefore decided not to register a failure to agree but to make a claim for the sum of the outstanding pay ie 2.5%.

Coincidentally Police Federation of England and Wales have also made a claim for 2.5% using a different methodology.

UK Remuneration Group

Since the demise of the UK PNB this group has given the Chairs and Secretaries of the UK Police Staff Associations the opportunity to meet and identify trends, share data and take a common approach on issues. The impact of Annual Allowance tax charges is now being felt by Federated ranks and SPF are now to coordinate a delegation to the Houses

of Parliament that will include other final salary pension scheme members eg BMA, BALPO, Local Government.

Pensions

The Chair advised that the Staff Associations and Employers have created a coordinating group to coordinate the activity in the different pension fora.

The SPPA is clearly straining to deliver a service to members but it is apparent they have no real concept of the scale of dissatisfaction amongst our members.

The Chair invited Sandy Smart to update on the recent Customer Engagement that they had attended. Sandy explained that this was a workshop designed to hear from employers and scheme members of the Police, Fire, Teachers and NHS schemes. Some common themes were identified including a need for a calculator/forecaster, mid service information and better exchange of data.

The Chair advised that Annual Benefit Statements for the period ending 31/03/2015 would likely be issued in March however there were data quality issues and he had concerns re the communications piece that will accompany that.

He also briefly explained the impact of contracting out and the key messages that needed to come from that.

ACTION 0001/16

Chairman to circulate a guidance document to members of the NAC for their information.

SPCF

The Chair attended the Scottish Police Consultative Forum, a body to formally consult and advise on non-negotiable issues on 3rd February 2016. This was dominated by two key topics; Working hours and Recruitment.

Following successful lobbying by colleagues in ASPS, the former Chief Constable agreed to a review of Superintendents roles. The progress of which would be updated later in the meeting.

Following on from this, the Inspectors Central Committee had conducted a survey on the Inspecting ranks, the results of which were even more damning than before. The Chair had also introduced the Sergeants Survey results into the mix. Whilst the Senior ranks were complaining about the volume of work and responsibility they held, the Sergeants were complaining about responsibilities and empowerment being taken away from them. The Force will consider the Superintendents review first and we will monitor how the proposed changes impact on our own members.

Pathways to Policing is the project that considers Recruitment, Tutors, Fitness Tests etc. There are three entry routes to the Police being proposed. A conventional 7 week course, a Special Constables conversion Course and a Degree entry route. The staff side

have significant concerns over the approaches and this it sees some 'professional' training at the college switch to pre-join e-learning and increased tutoring.

Scottish Police Authority

The Chair reported that he had attended the Authority's meeting in Edinburgh on 25th February 2016 and gave a brief update on the matters discussed. The new Chair is Andrew Flannigan, the main items discussed included Finance and cutting the overtime spend, issues within C3 and the i6 Programme.

JNCC

The JNCC had met once since the new Chief Constable was in post. The Islands Air Travel Policy had now been revised and agreed.

6.2 Subject Committees

The Secretary advised the minutes of all national Subject Committees were circulated as JCC Circular 50/2015

- **Conduct**

Conduct Update.

The Vice Chair conveyed his apologies for his absence and provided the following written update for the Conduct section of the NAC.

The conduct figures are as below and it is a steadily improving picture,

Conduct On - 10
Conduct Off - 5
Criminal On - 25
Criminal Off - 18

Operation Hortam is coming to an end with only 2 officers left in the process.

There are 6 officers currently suspended in the North Area.

The North Area Conduct Committee met on Tuesday 5th January 2016, the minutes of the meeting have been circulated to the Committee. Of note the meeting elected a new Chair and Vice Chair, Sandy Smart and David Threadgold.

The Vice Chair wished to put on record his thanks to Neil Macdonald who stood down as chair due to being unable to continue due to other work commitments.

Equality

The Secretary confirmed that the NAC Equality Sub Committee had met on 6th January 2016 in Stonehaven Police office, the draft minute of the meeting had been circulated.

Absence Review

The Secretary then gave a brief update that at present there were the following officers absent across the North Area;

A&B- 16 – 2 in IHR process

D- 23 – possibly 5 in IHR process

N- 12 – possibly 1 in IHR process

The Secretary advised that he had been in discussion with the national Equality Secretary and the national Vice Chair about the implementation of training to all members of the NAC. It is proposed to move to a position where the Area Equality meeting will occupy one hour of the time available with the remaining time to deliver training. It is planned to open this training up to all members of the NAC to increase their knowledge. The process will need to be managed to ensure that suitable numbers attend for the size of venues and where specific need is identified in an area.

The Secretary invited any questions.

Health & Safety

The Deputy Secretary advised that the NAC Health & Safety Sub Committee had last met on Monday 4 January 2016 at Dundee.

North Area Health & Safety Meeting

The Deputy Secretary advised that the North Area meeting normally chaired by ACC Robertson had met on one occasion since the last NAC meeting on Thursday 7 January 2016 in Dundee. Frustratingly little notice was given in regards to this meeting and he was unable to attend due to another commitment. Fortunately the Chairman was available to attend and did so in his place.

National Health & Safety Meeting

The Deputy Secretary advised that the National Health & Safety Committee last met on Tuesday 19th January 2016 in Glasgow.

The Deputy Secretary provided the Committee with updates in relation to:

- T in the Park 2016
- Divisional HQ Inspections and in particular the North Area.
- Notebooks
- Training - Force H&S training course- four members of the NAC attended

- Winter ski clothing
- Op Ailey

Peter Jones advised the committee that the Health and Safety Executive had highlighted issues with PSoS and carried out some site visits/inspections. An improvement notice has been served on the force but at this time it is unclear if the force will appeal the notice. The matter remains confidential at this time.

The Deputy Secretary invited any questions.

6.3 Standing Committees

The minutes also formed part of JCC Circular 50/2015

- **Finance**

The Chairman confirmed that the Finance Standing Committee had met on 18th January 2016 and he updated on the discussions at that meeting, the main points of note were that it seemed likely that SPF would be able to reclaim VAT on some activities and work was ongoing to develop that. A Financial Risk register has now been started and populated with risks such as membership numbers, cost recovery in relation to legal claims etc. Full minutes will be published once approved on the SPF website.

- **Legislation & Regulations**

The Secretary confirmed that there had been no meeting of the Legislation and Regulation Standing Committee since the last meeting of the NAC.

- **Operational Duties**

The Secretary confirmed that the Operational Duties Standing Committee had met on 18th January 2016 and he updated on the discussions at that meeting as contained in the meeting minutes.

The implementation of the national shift pattern for ARV staff was discussed and it was highlighted that officers within the ARV had not receive specific feedback in the early part of the process regarding individual shift pattern proposals submitted. The Chairman understood this had taken place and agreed to feed this back.

ACTION 0002/16

Chairman to highlight to Armed Policing lack of individual feedback on shift proposals.

The Chairman highlighted the issue of domestic custodies and the problems faced regarding sufficiency of evidence. This matter was now being progressed and had been raised at the recent Conduct seminar.

This concluded the business of day one of the meeting

6.4 Force/Area Meetings Update

LNCC

The Chair advised that the LNCC had not met since the last meeting of the NAC, this was in part due to the recent retiral of ACC Derek Robertson. The Chair wished to highlight the positive working relationship that the Federation had enjoyed with the ACC in resolving such issues as the Island Travel Allowance and wished to formally record his thanks to the ACC.

Andrew Cowie has been named as the new ACC for the North and it is the intention of the full time officials to meet with the new ACC as soon as diary commitments allow.

LNCC 5C

Met in Stirling on 15th February 2016, Peter Jones represented the NAC at this meeting, which was chaired by Val Thomson, the main items for discussion were resourcing at Bilston Glen and discussion about the staffing in Aberdeen and other control rooms. Staff from Dundee are now backfilling in Aberdeen on a daily basis covering the early and late shift with the traveling forming part of their duty time. The Chairman highlighted that the shift pattern being worked by these staff had not formed part of any consultation with the SPF.

Within Custody the ongoing work across the estate to provide solicitor access rooms was discussed and control measures for impact of excessive noise if centres remain open while work is being carried out.

The introduction of seven day Fiscal marking for custody cases was discussed in the Criminal Justice input.

Divisional Management Meetings

N – Vice Chair has continued to attend Divisional meetings in N Division. The last meeting took place in Inverness on Wednesday 6th January. There were no major issues of note discussed within the Division.

The Divisional Commander stated on more than one occasion that the main focus in the area would be on our people, with every effort made to try to have a happy workforce. The staff survey was discussed and 2 members of staff would be travelling around the

division speaking to staff to identify and issues. He urged area commanders to speak to him if there was issues which he could assist in resolving.

A – The Secretary met with Chief Supt Thomson on 1st February. The Ch Supt was keen to highlight the outstanding work of staff during the severe flooding around the New Year period. It is his intention to more formally recognise the efforts of those involved.

D – Sandy Smart highlighted that there have been meetings with LPA Commanders in Dundee and the West but not yet in Angus.

C3 – the Chairman provided an update of the ongoing matters within C3.

Custody - the Secretary advised he had recently attended an Integration meeting with staff in Custody and Criminal Justice. Discussions are at a very early stage and will focus in larger custody facilities, such as Kittybrewster where some staff are co-located.

Presentations

Inspector Katrina Cameron provided the committee with an input on the Superintendents Review and the draft recommendations currently being considered.

June Standen then provided a further input in connection with Employee Assistance Programme, AXA PPP and the use of Trauma Risk Management (TRIM) and Occupational Health.

Both speakers took questions during their presentations and were thanked by the committee in the usual manner.

7. New Business

7.1 Motions

The motion was proposed by Gordon Milne and seconded by Brian Dick.

Motion – Temporary Promotions

That the North Area Committee requests the Joint Central Committee to actively pursue with the Chief Constable the development, publication and adoption of Force Policy and Guidance covering the selection of officers for temporary promotions that would be applicable and binding on all divisions and departments of the Force.

Notes

- Currently no guidance or direction is provided for the identification or application, selection, or suitability of officers for temporary promotions.

- Divisions, departments and even units are allowed to suit themselves with some carrying out fair and transparent process, with others doing exactly the opposite.
- Promotion decisions which are not supported by fair and reasonable due process, quite rightly, are very likely and often seen as evidence of nepotism, bias, discrimination and corruption.
- Often a subject referred to by membership as a cause of resentment, apathy and frustration.
- SOP should be in place – Force Intranet suggests that a policy is being developed but has been like that for 2 years.
- SOP should be applicable to all areas of the force and policed/enforced accordingly
- Should cover eligibility, selection process, duration and record-keeping including honest appraisal of performance during the temporary promotion.

After some brief discussion the meeting agreed unanimously to pass the motion.

ACTION 0003/16

Secretary to forward motion to JCC

8. AOCB

8.1 Bravery Awards

The closing date for nominations is August 31st 2016, the presentation event is now confirmed as 1st December 2016. Nominations should be forwarded to the Area Secretary in the first instance.

9. Correspondence

The Secretary confirmed one item of correspondence relevant to the Committee was the notification from George Murray of his retirement from the service in July 2016 and this being his last meeting of the NAC.

The Chairman thanked George for all his years of service as a federation representative and joined all the committee in wishing him well on his retirement.

The Chairman highlighted he had received a letter of thanks from ACC Robertson on his retirement thanking the SPF in the North for the positive working relationship he enjoyed while in his post, these sentiments were echoed by the Chairman.

The Secretary provided the Chairman with a letter from him regarding his retirement from the service on 31st March 2016. The Chairman shared the contents with the committee who wished Graham well on his retirement.

The chairman indicated that arrangements for an election would be forwarded in due course.

10. Time and Date of Next Meeting

The Chairman advised the next Meeting of the North Area Committee would be held on Monday 6th and Tuesday 7th June 2016 at the Atholl Palace Hotel, Pitlochry commencing at 1300 hours on Day 1 and 0900 hours on Day 2.

Dates of future meetings

5th & 6th September 2016

5th & 6th December 2016

11. Closure of Meeting

The Chairman thanked the Committee for their active and constructive participation and closed the Meeting by wishing everyone present a safe journey home.

He was thanked by the Meeting in the customary manner.

David Hamilton
Chair

Graham Sloan
Secretary