



# SCOTTISH POLICE FEDERATION

Established by Act of Parliament

Ref: MM/AM/LW

## **West Area Committee Minutes**

Minutes of the Meeting of the West Area Committee meeting held at the Glynhill Hotel, Renfrew on Thursday 4 September 2014 at 10 am

### **1 ATTENDANCE AND OPENING**

Andrea MacDonald (Chair)

Malcolm Macdonald (Secretary)

Martin Bertram (Deputy Secretary)

John Campbell (Deputy Secretary)

Jim Foy (Vice Chair)

Jennie Macfarlane

Pamela Fleming

Philip Maguire

Andrew Hastie

Scott Wilson

Gary Mitchell

Stuart Finnie

Charles Sweeney

Lawrence Ramadas

David Blacklock

Eddie Mather

Robin Ferguson

Dennis Cairns

Fiona Morris

Dawn Bethune

Colin Fraser

Joseph Conway

Stuart Davidson

Stephen McCulloch

Andrew Smith

Andrew Hawes

Murdo Kennedy

Tom Findlay

### **Observers**

Constable Gabriel Mukanzu – Clydebank

Sergeant Gerry Welsh – Oban

Sergeant Paul Connelly - Greater Glasgow

Inspector Joe Thomson - C3

### **Guests**

Kenneth Welsh

Graham Neilson

### **Apologies were received from:**

Tom Liddle

Campbell Smith

Alistair Bell

John Haynes

Stephen McCulloch

Andy Hawes – (am only)

Dawn Bethune (pm only)

## **2 ADOPTION OF STANDING ORDERS**

Standing Orders were adopted for the duration of the meeting.

## **3 MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting were circulated by e mail to all members on 18 July 2014 along with the minutes from the separate Committees.

The minutes were adopted as a true record of the proceedings.

The actions from the previous meeting had all been addressed and were now complete.

### **Actions From Previous Meeting**

#### **Action 1 - Pensions**

It was agreed that a WAC Circular would be issued giving an update re pensions and a recap of what had been done to date.

WAC CIRCULAR 45/2014 was sent out on 11.6.14

#### **Action 2 – Pensions**

The Chair and Vice Chair to raise at the National Office Bearers Meeting, the matter of updating the members with regards to pensions at Chairs and Secretaries meeting

WAC CIRC 64/2014 (RE JCC CIRC 32/2014) was sent out on 20/8/2014

### **Action 3 - Health and Safety**

Issues were raised with following –

- New vests – no safety markings
- Rest Breaks – staff not monitored properly and officers going without break
- OST – Issue with warm up procedure
- Excessive force – handcuffing

WAC CIRC 52 was sent out on 14.7.14 re Upper Body Carriage system

WAC CIRC 53 was sent out on 14.7.14 re Staffing Levels

Meeting held with Chief Super Thomson C3 who was instructing her staff to allow response officers to get meal break and not routinely dispatching them to level 3 and 4 calls.

OST is a national training course and this matter will need to be taken to the national arena. More detail and evidence required re warm u procedure.

The Use of Force SOP provides information in respect of statement writing and what is required when excessive force has been used and any changes to the training would require more detail and evidence of it not working.

### **Action 4 - Commonwealth Games**

Issues with re-rostered rest days and rest day cancellation. Officers were not fully aware of entitlement, expenses etc. during Commonwealth Games Period.

WAC CIRCS 50,55,57,60 & 61 SENT OUT in relation to Commonwealth Games.

### **Action 5 - Benevolent Fund**

The AGM of Benevolent Fund will take place on 19 August in the Hilton Grosvenor Hotel.

Invite sent to all members of the WAC by WAC CIRC 56/2014. This was sent out on 15 JULY 2014

## **Action 6 - Lewis Fulton Bravery Awards**

There was discussion regarding the possibility of the WAC running a further Bravery award for West Area Officers.

It was felt by the majority of members that this should now be a National Award and all officers throughout Scotland should be considered for the award.

The West Area would be more than happy to take on the administration involved with organising a national Bravery award for one year only until further arrangements have been finalised.

### **ACTION POINT: Chair to raise at the Chairs and Secretaries Meeting on 12 September 2014.**

Members were informed that a small working group was being set up in relation to the Lewis Fulton Bravery Awards. Each area committee would gather information. A circular would then be issued outlining the requirements for the nominations.

## **4. LEGAL ADVICE AND ASSISTANCE**

The Vice Chair informed the members that 11 Files had been submitted to Woodside Place since the last WAC.

Of the 11 files, 2 were rejected

The others were –

7 RTA  
1 DVLA  
1 medical appeal

There were no questions.

## **5 POLICE NEGOTIATING BOARD (SCOTLAND STANDING COMMITTEE)**

***The Chair updated the members as the JCC Minutes were still in draft.***

The last meeting of the PNB had been held in London on 22/23 July. The PNB SSC will continue as an interim arrangement until the Criminal Justice Bill becomes law. This committee met on 15 July in Edinburgh where the main matters discussed included maternity pay and leave, pensions and mileage payments relative to transfer.

The new President of ASPS, Niven Rennie has been elected Scottish Staff Side Secretary.

The General Secretary has written to the Cabinet Secretary for Justice and the Scottish Police Authority in relation to the Equality Working Group and maternity related issues.

The General Secretary has also been in discussions with Police Scotland on allowances and expenses particularly in relation to transfers and relocations and mileage expenses. There remains an outstanding issue over 'volunteers'.

Recently issued JCC Circulars 14-18/2014 include details of the forthcoming pay

The General Secretary reported that there were no firm developments on pension issues. Final details on the creation of a Pensions Board have to be worked out and data is being moved from the legacy force pension authorities to the SPPA.

The General Secretary also reported that some beneficial changes to commutation were being discussed but it would be after the referendum before details were publicised. Members discussed engaging an economic advisor.

### **Scottish Police Consultative Committee**

The last meeting was held on 16 July in Edinburgh where Conduct Regulations, PAT, Pathways to Policing and Working Time for Inspectors were discussed.

One member asked if there was any information regarding packages for early retirement.

There has been no discussion regarding this.

The Committee were updated that whilst the office bearers are aware of such rumours, there has never been any discussions or proposals on this issue.

## 6. JOINT CENTRAL COMMITTEE CIRCULARS

The following JCC Circulars have been circulated to the membership –

22/14	11.06.14	Cabinet Secretary for Justice appoints a new Police Investigations and Review Commissioner – Information
23/14	12.06.14	Freedom and Choice in Pensions – Information
24/14	19.06.14	JCC Minutes May 2014 – Information
25/14	26.06.14	Police Pay – Information
26/14	03.07.14	Air Weapons and Licensing (Scotland) Bill - call for evidence – Consultation
27/14	28.07.14	CWG – Communication for Members – Information
28/14	05.08.14	JCC Agenda Papers
29/14	11.08.14	HMICS Thematic Inspection of Police Custody Arrangements in Scotland
30/14	13.08.14	Travelling Expenses for Officers re Commonwealth Games
31/14	14.08.14	Subject & Standing Committee Minutes 29/30 July 2014 – Information
32/14	18.08.14	Pay, Pensions and the Financial Climate – Information
33/14	18.08.14	Tax efficient developments within the SPF – Information
34/14	18.08.14	The Gardaí winning the 'right to strike' – Information
35/14	18.08.14	The Police Service of Scotland Referendum Guidance – Information
36/14	20.08.14	HMICS Annual Scrutiny Plan 2014-15

## 7. WEST AREA COMMITTEE CIRCULARS

The following WAC Circulars have been issued to the membership -

45/14	11.06.14	Pensions update to members
46/14	16.06.14	Cabinet Secretary for Justice appoints a new Police Investigations and Review Commissioner
47/14	25.06.14	Acting duties and temporary promotion SOP
48/14	26.06.14	Police Pay – Information
49/14	03.07.14	Air Weapons and Licensing (Scotland) Bill - call for evidence – Consultation
50/14	08.07.14	Commonwealth Games Enquiries
51/14	10.07.14	Election of Subject Secretaries
52/14	14.07.14	Upper Body Carriage system
53/14	14.07.14	H&S staffing levels form - new
54/14	14.07.14	REPS ONLY - INFO
55/14	15.07.14	Commonwealth Games - payments and expenses
56a/14	23.07.14	Benevolent Fund AGM info
56b/14	28.07.14	Important Travel Insurance Update
57/14	28.07.14	Communication for Members - Information
58/14	31.07.14	Vacancies - Area Representatives - West Area Committee
59/14	05.08.14	JCC Agenda Papers
60/14	05.08.14	Commonwealth Games Info
61/14	13.08.14	Travelling Expenses for Officers re Commonwealth Games
62/14	14.08.14	HMICS Thematic inspection of police custody arrangements in Scotland
63/14	20.08.14	Standing committee minutes
64/14	20.08.14	Pay , Pensions and financial climate
65/14	20.08.14	Tax efficient developments within the SPF
66/14	20.08.14	The Garda winning the right to strike - information
67/14	20.08.14	The Police Service of Scotland referendum guidance - information
68/14	20.08.14	HMICS Annual Scrutiny Plan 2014-15
69/14	26.08.14	Operation Ismay – Nato Conference
7014	02.09.14	CICA Change of Address



## **8. WAC CHAIRS AND SECRETARIES MEETING**

The minutes from the meeting held on 3 June 2014 were circulated via 'e' mail on 25 June 2014.

The minutes from the last meeting held on 1 September would be circulated to the members in due course.

## **9. JCC – FINANCE STANDING COMMITTEE**

The minutes from the meeting held on 30 July 2014 were circulated via WAC Circular 63/2014 on 20 August.

## **10. JCC – LEGISLATION AND REGULATIONS STANDING COMMITTEE**

The minutes from the meeting held on 30 July 2014 were circulated via WAC Circular 63/2014 on 20 August .

## **11. JCC - OPERATIONAL DUTIES STANDING COMMITTEE**

The minutes from the meeting held on 30 July 2014 were circulated via WAC Circular 63/2014 on 20 August.

The last Operational Duties West Area Standing Committee meeting was held on 28 May 2014. The minutes have been circulated to the Committee for approval and will be sent to the WAC in due course.

There was no meeting in July due to additional commitments of Commonwealth Games.

The date of next meeting is to be confirmed.

One member raised the matter of National Road Policing shifts. Members were advised that the Deputy General Secretary is dealing with this matter.

One member stated that 'V' Division were already working this pattern and that the majority were in favour of this and was curious as to why it was rejected.

The Secretary informed the members that responses had been received showing that the majority of people were not in agreement.

The pattern was discussed briefly and it appeared that the pattern in 'V' Division was not the same one that the WAC Secretary had been presented with.

**ACTION POINT: It was requested that further details be forwarded to the WAC Secretary by the member from 'V' Division.**

## **12. JCC - CONDUCT SUBJECT COMMITTEE**

The last West Area Conduct Meeting was held on 21 August 2014. The minutes will be approved at the next meeting which will take place on 28 October 2014

A new spreadsheet format has been devised for the recording and monitoring of CAPS. Unfortunately this generated significant work in the West as every entry had to be crosschecked and properly classified. We now have them recorded as conduct on/off duty or criminal on/off duty. As a result of the dumping of data from our members database to the new spreadsheet, we have increased from 148 to 168 live cases.

The quarterly review has again been carried out and, whilst still thought to be of considerable benefit to members, is extremely time consuming and will now only be carried out 2 or 3 times annually.

Some members choose not to make contact with the Federation until after any court proceedings are at an end. Officers should be encouraged to make contact with us at the earliest opportunity, particularly if charged with a criminal offence.

The National Lead is still progressing appropriate training packages to be delivered to members of the conduct committee and this is in addition to the basic training that all reps will receive in due course.

The improved working relationship between the Federation and PSD/CCU continues and since our last meeting no complaints have been received regarding management interviews nor the manner in which investigations are being conducted by IOs.

There have been 2 cases so far that were being progressed to a hearing with dates set under the 2014 regulations, in both cases the subject officer resigned. Please bear in mind that the biggest difference between the old and the new regulations is that we need to have our mitigation/defence position submitted much earlier than before, it is therefore essential that ANY member facing a hearing on a matter of gross misconduct contacts us as soon as possible.

With regards to matters of minor misconduct, there remains a steady update at divisional level on implementing the new regulations. This is probably down to a combination of a lack of awareness of the regulations as well as the volume of work implementing them generates. Anyone asked to attend conduct meetings at a local level should contact me in the first instance for advice on disclosure etc.

These oral meetings can take several hours to complete and properly preparing for them is vital.

One member had raised an issue in relation to the wordings of requests for operational statements used by some Inspectors, the National Lead will take this up at national level whilst bearing in mind it is highly likely the practice of seeking operational statements from subject officers will cease very shortly.

The Vice Chair has attended several meetings recently between members and solicitors and they remain very satisfied with the representation they receive in relation to criminal defence. The Vice Chair also attended some recent trials and again the success rate is high, resulting in either not guilty/no case to answer verdicts or successful appeals against excessive sentencing. Again, it is vitally important we are aware of all ongoing trials and monitor them where possible.

For the information of the WAC, Professor Peter Watson has recently left Levy & McRae and has set up his own Legal Practice. Whilst we will continue to utilise his services I'm also satisfied the high standard of criminal defence for our members will continue from Levy & McRae and this will be closely monitored.

It has been brought to our attention there appears to be a tiny minority of our own members who feel they can act with impunity when it comes to inappropriate comments made against individuals or organisations either via social media or indeed the force email system. For absolute clarity, any member who thinks they can take it upon themselves to engage in any written activity that is either designed to cause disaffection or openly attack the integrity of individuals may be fully investigated by PSD. We are a uniformed, disciplined service and subject to a strict code of conduct. Those members involved in any such activities can expect to be dealt with under the appropriate conduct regulations.

One member raised concern that on recently held Inspectors courses it had been inferred that efficiency regulations could be used to unjustly dispose of people from the Force. For clarity, any such attempt would be subject to robust challenge and legal process if necessary. Anyone aware of such an attempt should contact the Vice Chair as a matter of urgency.

### **13. EQUALITY SUBJECT COMMITTEE**

The Deputy Secretary updated the members.

There was no West Area Equality Meeting in July due to additional commitments of the Commonwealth Games.

The next meeting is due to be held on 30 September 2014 at Merrylee House.

Nationally we are still awaiting a decision coming from the PNB in respect of extended maternity pay from 13 weeks to 18 weeks. Additionally in this regard it is anticipated that in the near future a frequently question and answer information sheet will be published in respect of maternity leave which sets out quite clearly an individual's entitlement.

In respect of the Attendance Management SOP, the National Secretary had met with the Justice Secretary Kenny MacAskill to discuss concerns in relation to officers on long term sick and their pay status. Mr MacAskill has given his support and stated that he would be raising the issue with both the Chief Constable and Mr Emery.

In regards fitness testing, all information that exists in the West has now been forwarded to the National Lead who in turn has written to the Director of People & Development, Mr John Gilles who not yet responded to the concerns raised. Further correspondence has been sent to Mr Gilles to emphasise the importance of working with SPF to address potential discriminatory actions that it may be undertaking.

At the last Equality Sub Committee, one member raised the issue that reference had been made to the Bradford Score on a job advert. After checking all existing adverts for positions in the West, no reference to the Bradford Score can be found. Members were asked if they see any advert that makes reference to the Bradford Score to inform the Deputy Secretary (Equality) immediately in order that this can be taken forward with the Force.

At present in the West we have 347 flexible working plans in operation.

There are 2 ongoing grievances at present.

We have 39 officers on half pay and 24 on no pay. There are 94 officers on paid maternity leave and 13 on unpaid maternity leave. Additionally we have 26 officers at various stages of the ill health retirement process.

Since the last WAC, the Deputy Secretary (Equality) has represented 2 officers at the Police Medial Appeals Board, one of which was successful in allowing the officer to retire on health grounds whilst the other was unsuccessful for an injury on duty award to his pension.

At present there is one officer awaiting a medical appeal, which may well become a first in the regard that Police Scotland are now dealing with ill health retrials, previously this was done by the Scottish Police Authority.

One member raised the matter of a Flexible working plan which had been refused as it was stated that it did not meet Divisional policy.

**ACTION POINT: The Deputy Secretary (Equality) will look into this matter further.**

#### **14. JCC - HEALTH AND SAFETY SUBJECT COMMITTEE**

The Deputy Secretary (Health & Safety) updated the members.

There have been no Area Meetings since on 10 April 2014 the next one is scheduled for Wednesday 01 October 2014.

The JCC Health and Safety Committee met on 29 July 2014 at Woodside Place, minutes were circulated on 20 August in WAC circular 63/2014.

The West Area Command Health and Safety Committee met on 11 June 2014 and the next is due for 10 September 2014.

The Secretary and Deputy Secretary had a meeting with Chief Superintendent Thomson from C3 in relation to the complaints of officers not getting a meal break and are being directed to level 3 and 4 calls. Chief Superintendent was putting out memorandum to her staff to recognise the need for meal breaks for response officers and allow level 3 and 4 calls to wait until staff available.

No update in respect of training however the national lead Peter Jones is progressing a plan via Woodside Place which will include training for Reps .

Commonwealth Games – There has been a request made by Peter Jones Health and Safety lead for officers to complete SCoPE entries in respect of Working Time, staff should be made aware that Working Time includes travelling to and from their home address to work. A letter was received by Mr Allan confirming same. These entries can be made retrospectively. In respect of Health and Safety issues highlighted, all complaints made to us will be collated and will be passed on to the Health and Safety Secretary Peter Jones as directed by the National Health and Safety meeting.

Tom Gorman, PSoS Health and Safety Advisor is compiling a report for all accidents and near misses reported during the commonwealth games, once received, a copy will be sent to all Health and Safety reps.

HMCIS completed a report in relation to 'Thematic Inspection of Police Custody Arrangements in Scotland' during this inspection which it carried out in February /March 2014, Hamilton and Paisley were identified as having particular Health and Safety concerns. This was due to cramped and noisy working conditions, limitations on and age of the physical environment and accompanying security constraints. The National Lead Peter Jones was at this meeting and along with me will be attending these custody suits in due course to carry out an inspection of same.

The West Area Custody Division Health and Safety meeting took place on 12 August 2014 which the Deputy Secretary (Health & Safety ) was unable to attend. It is intended that he will attend the next meeting.

At present, there is still no accesses to SCoPE and currently through the Health and Safety Advisor, Tom Gorman, forms are being forwarded. This is not ideal but it is the only way of informing of the accidents/near miss reports.

The Deputy Secretary along with Peter Jones and Tom Gorman carried out an inspection of the lockers at Gartcosh in respect of their lack of space and unsuitability for officers. Three rooms were viewed which contained 410 lockers. There are just over 500 Police officers working within Gartcosh, however 45 of these lockers have not been allocated.

The force has to supply suitable storage for PPE in which these lockers provide.

There is no actual drying room however wall pegs have been placed above the radiators to assist along with access to a tumble dryer within one of the locker rooms.

OBL's have been brought to our attention again and we are seeking to identify officers from each division to collate and produce evidence of constant breaching of same so that this can be brought up with the Area Commanders. It would also be appreciated where the use of insufficient staffing on OBL is being used to refuse TOIL or leave when they work well below the OBLs and risk manage when it suits.

The Deputy Secretary asked for any questions;

- One member highlighted the fact that there were insufficient numbers to deal with calls and that there was one car covering a Sub Division. The member was requested to submit any issues that could not be resolved locally.
- Members were informed that all TOIL should be recorded – (applications and refusals) so that there is a record.

One member highlighted the fact that there was not an option to “decline” on the new SCOPE, the information goes straight back to the Police Officer.

**ACTION POINT - The Chair to review the SCOPE issue.**

- OBLs were constantly being breached and failing to take cognisance of geographical areas.
- A member from 'V' Division stated that they do not have OBLs

It was agreed that OBL's should be a standing item on the Health and Safety Agenda for future meetings.

**ACTION POINT - OBLs to be placed on the H&S Agenda for future meetings.**

**ACTION POINT - The Deputy Secretary (H&S) attending the 'V' Division H&S Meeting on 8 September 2014 and he will raise the issue of OBLs.**

Federation H&S Training was discussed and Peter Jones, National Health and Safety Secretary gave a presentation to the meeting. The following items were highlighted;

### **Training**

Members were informed that a Training framework was being arranged at present and this should be confirmed within the next week.

### **Custody**

Custody issues were a main concern due to lack of staff.

There was a problem with taking people in custody to local hospitals – this was taking up a great deal of time for officers who had to wait at the hospital until the individual was seen by a member of staff, sometimes hours later on occasion.

### **Custody Division Memos**

There appeared to be an issue with memos not being circulated force wide and this matter would be raised.

**ACTION POINT - Peter Jones to raise the issue of Custody Division memos to be circulated Forcewide.**

### **NHS**

A lengthy discussion took place regarding the frequency and length of time spent at hospitals with prisoners especially those with mental health issues. There is an agreement with the Force and NHS Senior Management regarding Service Level Agreements but it does not appear to have been cascaded down to grass roots level.

First aid training and SPELS training is an issue. Deaths in custody can result in Fatal Accident Inquiry which can cause problems if officer is not fully trained in first aid etc.

There were also issues of officers not being able to use their Airwave within certain hospitals.

Peter Jones informed the meeting that he had made representation regarding first Aid training.

**ACTION POINT - The member who raised concerns about the use of Airwave at hospitals to liaise with the Secretary who will progress the matter.**

## 15. COMMONWEALTH GAMES

The Secretary informed the members that several WAC Circulars re Commonwealth Games had been sent out since last WAC Meeting - No's – 50,55,57,60,61 refer.

The Secretary detailed the timeline in respect of the Federations involvement in the Commonwealth Games 2014 as was presented by the Deputy General Secretary at the JCC in August 2014.

Payment for Inspecting Ranks – The General Secretary met with DCC Allen and he is optimistic of a payment for Inspectors but is still working out costs for the Police Authority.

The Secretary informed the members that there had been hundreds of Commonwealth Games enquiries throughout the Country.

The majority of the complaints had been in relation to requests for payment, Health and Safety, travel time etc. Limited information had been provided to the officers prior to the event and resources had been stretched.

One member asked how travel expenses should be claimed.

An example of a form and guidance on how to complete it should be circulated within the next few days. (WAC Circular 61 refers)

The Secretary informed the Committee that paper logging for CWG was not good and forms were not properly completed. Many officers were under claiming.

Some officers have been overpaid and they will have to re-pay any over-payment back to the Force. This is all a work in progress at the moment.

One member stated that payslips were not being issued on time due to cutbacks on business staff and internal mail taking several days.

**ACTION POINT - The Chair to pursue the issue of payslips not being delivered timeously.**

*Andy Smith left the meeting.*

### Work Force Agreement

There was discussion regarding the re-rostering of the rest days accrued during the Commonwealth Games within the stipulated 20 week reference period. The Federation and the Force both stand by the Workforce Agreement in respect of this issue.



One member stated that Officers may feel obliged to take days off that suit the Force as opposed to what suits them and wanted to know if the Officer can refuse to do so?

The Secretary stated that there was PNB guidance in respect of this and that the Officers wishes have to be considered.

**ACTION POINT - The Secretary to raise the issue at the next meeting of the Working Practices Review Group Board.**

Peter Jones highlighted the importance of all members and those they represent ensuring that they submit their working time claims for the period of the Commonwealth Games. This can be done via SCOPE.

One member asked who would process these claims.

**ACTION POINT - Peter Jones to make enquiries regarding this matter.**

A member advised that in 'Q' Division all working time claims have to be processed by an Inspector and this means it can take some time.

**ACTION POINT - The Vice Chair will make enquiries regarding this matter.**

Another member advised that there is an instruction in Greater Glasgow Division that all overtime claims are to be processed by an Inspector.

**ACTION POINT - Member from this Division to send this document to the Secretary.**

It was agreed that the Secretary would take this back to the Working Practices Review Board and see the results from this.

## **16. MOTION(S)**

There were no motions for discussion.

The Chair informed the meeting that the motion submitted by Kenny Welsh at the June WAC had been presented to the JCC in August 2014 but had been defeated.

## **17. CORRESPONDENCE**

**The following items of correspondence had been received;**

- Resignation from Alistair Sword due to retirement
- Resignation from Andy Keating due to career break

- Resignation from Murdo Kennedy due to retirement
- Resignation from William Shields due to secondment

## **18. COMPETENT BUSINESS**

### **Federation Training**

An E mail had been received from Graeme Ednie, National Vice Chair, requesting the training needs of the WAC. Once feedback is collated, a meeting will be held to determine what training is necessary.

Newly elected Representatives would receive training and it was also identified that refresher training would be beneficial as it had been some considerable time since any training had taken place.

Specialist training would be issued to those on the relevant standing committees in the first instance and thereafter to the remaining members on the WAC.

### **Federation Representative Vacancies**

The Secretary informed the meeting that there had been considerable interest in the vacancies on the WAC. The members were informed of the nominations received.

### **Acceptable Standards**

The Secretary informed the members that anyone attending meetings should attend in suitable business attire or uniform. Casual dress was not appropriate. This is covered in the Federation Standing Orders, item 1.3.

### **Conference 2015**

The dates for Conference 2015 will be 30 March -1 April 2015.

The venue has yet to be confirmed. Members were asked to consider any ideas for agenda items and motions.

### **Annual Leave**

Force Memo 174/14 dated 22 August 2014 was discussed.

The Secretary confirmed that, contrary to the content of the Memo, the Federation had not been consulted on its contents. However, there is no requirement for the Force to do so in respect of this matter.

One member asked why the Force had issued information stating that the Federation has been consulted and if the Federation were addressing the issue.

The Chair stated that this issue had been raised with the National Officer Bearers at Woodside Place.

**ACTION POINT - The Chair to liaise with the National Chair to have communication issued from the Federation whenever the Force misrepresents issues like this as it has happened previously.**

***Pam Fleming left the meeting.***

### **Full time Office Bearers Elections**

Elections for the full-time Office Bearers will take place in December. A JCC Circular calling for nominations will be circulated in line with the Scottish Police Federation Rules.

### **Referendum**

A media release had been put out by Brian Docherty, Chair, Scottish Police Federation. WAC Circular No. 67/2014 refers.

### **Pensions**

Following the Chancellors Budget on the 19th March much press attention was given to the announced freedoms for private sector pensions. The budget was followed by a formal HM Treasury consultation on this subject.

Whilst that consultation weighed heavily towards private sector pension schemes the content at paragraph 1.12 and 3.29 onward highlighted the intention to increase the age at which it is possible to take private pension savings under tax rules from age 55 to 57 from 2028.

This proposal had a direct impact on the scheme design for the 2015 CARE Scheme and effectively meant that unless independently wealthy, police officers will need to work to at least age 57 from 2028 to be able to access their pension without facing punitive tax charges.

The Federation considered this proposal, whether inadvertently or otherwise, to represent a fundamental change to the 2015 CARE Scheme. This change taking place a mere 13 years into a 25 year no-change guarantee.

The proposal would have had the greatest effect on members of the 1987 police pension scheme who will not have attained age 55 by the time of the change in 2028 **IF** such officers have already determined they will be unlikely to be able to afford to retire on the anniversary of their 30 years' service.

The Federation responded to the consultation and wrote to Scottish Ministers on the subject.

The response to this consultation is now available for public information and the concerns highlighted in respect of the foregoing have been accepted and this change will not be implemented for Police, Firefighters and Armed Forces.

19. **CLOSURE**

The Chair closed the meeting and thanked the members for attending.

20. **DATE OF NEXT MEETING**

The next meeting will take place on 4 December 2014.

**ANDREA MACDONALD**  
**CHAIR**

**MALCOLM MACDONALD**  
**SECRETARY**

**SCOTTISH POLICE FEDERATION CONSTABLES WEST AREA  
COMMITTEE**

Minutes of the meeting of the Constables' West Area Committee held within the Glynhill Hotel, Renfrew on Thursday 4 September 2014 at 1000 hours

**1. ROLL CALL**

Apologies had been received from Campbell Smith, Alistair Bell and Tom Liddle.

Gabriel Mukanzu from L Division and Peter Jones, National Health and Safety Lead were in attendance as observers.

**2. OPENING OF MEETING**

The Chair opened the meeting and welcomed all present.

**3. MINUTES OF PREVIOUS MEETING**

The Minutes of the previous meeting have been circulated and approved.

**4. MATTERS ARISING**

**4.1 Pay, Allowances, pensions and Conditions of Service**

The WAC Secretary reported that a 1% pay increase had been ratified from 01 September 2014.

**4.2 Shifts**

The WAC Secretary reported that there was no note of new shifts and that he was assisting with concern hubs on a local basis. He further reported that a shift pattern for Road Policing unit was being developed.

A 7 day working pattern had been rejected by the majority of officers who had responded to a survey. A shift pattern for the Domestic Abuse Task Force is open for consultation.

**4.3 Events**

**Commonwealth Games**

The WAC Secretary updated the Committee on the 6 meetings that he had to date with Commonwealth management in relation to payments, expenses and the recording of overtime. The Memorandum and expenses form was awaiting publication.

## **Operation Ismay**

The WAC Secretary reported that there were approx. 300 officers currently in Wales awaiting deployment, notification of shift patterns to be worked and what entitlements they will be due. He also reported on the standard of accommodation.

### **4.4 Standing Committees**

#### **(a) Health and Safety**

Peter Jones, the national Health and Safety lead, would be providing an update at the full meeting.

#### **(b) Conduct**

A full update would be provided at the full meeting however it was reported that training would be due at the end of the month.

#### **(c) Equality**

A full update would be provided at the full meeting by The WAC Deputy Secretary (Equality).

#### **(d) Operational Duties**

A full update would be provided at the full meeting, however it was reported that due to Commonwealth Games commitments there had been no recent meetings. Two meetings had been scheduled for 9 October 2014 and 25 November 2014.

### **4.5 Joint Central Committee**

There were no rank specific updates for the Constables' Board.

## **5. CORRESPONDENCE**

There were no items of correspondence.

## **6. MOTIONS**

There were no motions.

## **7. COMPETENT BUSINESS**

The dates for Conference 2015 would be 30 March 2015 to 01 April 2015 a number of venues were being considered although nothing confirmed to date.

## **8 DATE OF NEXT MEETING**

The date of the next meeting is 4 December 2014.

## **9. CLOSE OF MEETING**

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

**F. Morris**  
**Secretary**

**G. Mitchell**  
**Chair**

**SCOTTISH POLICE FEDERATION SERGEANTS WEST AREA  
COMMITTEE**

Minutes of the meeting of the Sergeants' West Area Committee held within the  
Glynhill Hotel, Renfrew on Thursday 4 September 2014 at 1000 hours

1) **ROLL CALL**

Andy Smith - Chair  
Andy Hastie - Secretary  
Jenny Macfarlane - Vice Chair  
Phil Maguire - Assistant Secretary  
Lawrence Ramadas  
Stuart Finnie  
Robin Ferguson  
Tom Findlay  
Jim Foy – WAC Vice Chair

2) **OPENING OF MEETING**

The Chair welcomed everyone and opened the meeting

3) **MINUTES OF PREVIOUS MEETING**

As the last meeting was not quorate there are no previous minutes. However, the notes from this meeting had been forwarded and there were no issues arising.

4. **MATTERS ARISING**

4.1) **COMMONWEALTH GAMES**

Discussion centred mainly on Sergeants being used for various tasks resulting in little or no cover on Division which had an effect on OBLs with many, if not all shifts being under the OBL.

It was hoped a national screening in respect of Supervisors would look at the supervisory resources on division and also variations that Supervisors have to attend to.

It was discussed at length the Acting Ranks/Temporary rank of Sergeant without replacing the Constable on the shift and how this affected the available resources on shift.

Re-rostering of rest days was causing issues with Supervisors in particular with the 20 week limit. It was questioned if this was a regulation or would Supervisors be in the wrong to have to, or be able to re roster rest days out with the 20 week limit.



The matter was discussed and if officers were happy to have rest days rostered out with the 20 week limit then this should be accommodated. There is a report due in respect of these re rostered rest days and it was tasked to ask that this be mentioned to ACC Mawson. This was also raised at the main meeting, as Commonwealth Games (CWG) rest days plus court days adds to the resource problem when complying with this 20 week rule.

#### **4.2) CUSTODY DIVISION**

Discussion was around the apparent non recruitment policy of Custody Division and training response/Community Police officers to backfill and also the various issues this causes throughout the west area.

Information was given to the meeting that the Federation is actively questioning changes in Custody Division along with Divisional Commanders due to the drastic effect it is having on divisional resources.

The discussion went further in respect of training and recruitment for Custody Division and whether any further recruitment would be taken from frontline shifts .

In particular there was a discussion relating to some Bar Staff/PCSO's not being fully trained in the police systems and providing the best service to public who attend at the front bar.

#### **4.3) SCOPE TRAINING**

There was no apparent need for it as changes appear minimal, the main issue being where to find it on the intranet.

#### **4.4) DIVISIONAL VARIATIONS**

Discussion took place regarding duty change model and the effect on resources and any subsequent near misses.

There was a discussion regarding whether divisional OBLs be disconnected for larger divisions, ie sub divisional OBLs due to the larger area to cover, should assistance be required by officers. Also further variations to CPT to more backshifts as a result. Further discussion took place in respect of VSA146 and the effect of Divisional Units being established.

#### **5) CORRESPONDENCE**

No correspondence had been received.

#### **6) MOTIONS**

No motions had been received.

## **7) COMPETENT BUSINESS**

There was discussion regarding Federation representation in respect of the Sergeants rank. There was potentially 6 new Representatives starting in December and adding to rank specific representation. A general discussion took place in respect of available places on Standing Committees and it was agreed for committees to wait until all new members were available.

## **8) DATE OF NEXT MEETING**

The next meeting will take place on 4 December 2014.

## **9) CLOSE OF MEETING**

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

**Andy Hastie**

**Secretary**

**Andy Smith**

**Chair**

**SCOTTISH POLICE FEDERATION INSPECTOR'S WEST AREA  
COMMITTEE**

Minutes of the meeting of the Inspector's West Area Committee held within the Glynhill Hotel, Renfrew on Thursday 4 September 2014 at 1000 hours

**1. ROLL CALL**

Present –

Charles Sweeney – Chair  
David Blacklock – Secretary  
Stuart Davidson  
Joe Conway  
Andrea McDonald  
Joe Thomson

Apologies – John Haynes

**2. OPENING OF MEETING**

The Chair opened the meeting and thanked all for attending.

**3. STANDING ORDERS**

Standing Orders were adopted for the meeting.

**4. MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting were approved. Accepted by Joe Conway and seconded by Andrea McDonald.

**5. ELECTIONS**

The issue of resilience and replacements given low numbers representing Inspecting ranks was discussed which will impact in future elections to relevant posts.

**6. ICC UPDATE**

The WAC Chair provided an update from last JCC meeting.

The issue of compensation for planned longer working hours and working arrangements for Inspecting Ranks regarding the Commonwealth Games was discussed. DCC Allen has prepared a paper which is awaiting ratification. Further information will follow when a decision is made.

PNB has now been disbanded since July.

## **7. CORRESPONDENCE**

There were no items of correspondence.

## **8. MOTIONS**

There were no motions.

## **9. AOCB**

Annual Conference will take place on 30 March/1 April 2015 at a venue to be confirmed albeit this will be in the central belt.

Speakers for Inspecting Ranks to be identified for Inspectors separate Committee. All in attendance felt that it was important that the separate Inspectors meeting took place at the conference.

Discussion took place regarding duties undertaken by Inspecting Ranks at the Commonwealth Games including pairing up for general foot patrols and general security duties. It was felt that these officers may have been better deployed.

## **10. DATE OF NEXT MEETING**

The next meeting will take place on Thursday 4 December 2014  
(apologies intimated by David Blacklock due to annual leave.

**Charlie Sweeney**  
**Chairman**

**David Blacklock**  
**Secretary**