



# Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

## JCC Circular 28 of 2014

Ref: CS/LS

**5 August 2014**

Dear Colleague

### **JCC Agenda and Agenda Papers - August 2014 - Information**

I refer to the above and attach herewith the JCC Agenda and Agenda Papers for your information.

Yours sincerely

**Calum Steele**  
**General Secretary**

# SCOTTISH POLICE FEDERATION

## JOINT CENTRAL COMMITTEE

### AGENDA

The next meeting of the Joint Central Committee will be held at the Hilton Grosvenor, Glasgow on 19th and 20th August 2014. Separate Committees will meet at 10am and the Joint Committee will meet at 11am.

1. Attendance and Opening
2. Minutes of Previous Meeting
3. Legal Advice and Assistance
4. Police Negotiating Board
5. Scottish Police Consultative Forum
6. Joint National Consultative Committee
7. Local National Consultative Committees
8. Finance Standing Committee
9. Legislation & Regulation Standing Committee
10. Operational Duties Standing Committee
11. Conduct Subject Committee
12. Equality Subject Committee
13. Health and Safety Subject Committee
14. Police Related Charities
15. JCC Circulars issued since last meeting
16. Commonwealth Games
17. Election of Subject Secretaries
18. Motion
19. Correspondence
20. Competent Business
21. Closure

**Please note that all items of Competent Business should be notified to the Chairman in advance of the meeting.**

**Agenda papers are enclosed. If you cannot be in attendance please ensure these papers are passed to your replacement.**

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>1</b>
<b>Subject</b>	<b>Attendance and Opening</b>
<b>Lead</b>	<b>Chairman</b>
<b>Summary</b>	The Separate Committees are to meet immediately at 10 am. The JCC will commence at 11am.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>2</b>
<b>Subject</b>	<b>Minutes of Previous Meeting</b>
<b>Lead</b>	<b>Chairman</b>
<b>Summary</b>	The Minutes of the last meeting were circulated with JCC Circular 24 of 2014.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>3</b>
<b>Subject</b>	<b>Legal Advice and Assistance</b>
<b>Lead</b>	<b>Deputy General Secretary</b>
<b>Summary</b>	To receive a report from the Deputy General Secretary.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>4</b>
<b>Subject</b>	<b>Police Negotiating Board</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>5</b>
<b>Subject</b>	<b>Scottish Police Consultative Forum</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	To receive a report from the General Secretary.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>6</b>
<b>Subject</b>	<b>Joint National Consultative Committee</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	To receive a report from the General Secretary.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	



**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>7</b>
<b>Subject</b>	<b>Local National Consultative Committees:</b>  North East West
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	To receive reports.
<b>Action Required</b>	
<b>Notes</b> <b>Recommendations</b> <b>Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>8</b>
<b>Subject</b>	<b>Finance Standing Committee</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	<p>The FSC met on 30 July and the Minute will be circulated when available.</p> <p>Accounts will be circulated on the day for JCC approval.</p>
<b>Action Required</b>	<p>To note and receive reports from the General Secretary.</p>
<b>Notes</b> <b>Recommendations</b> <b>Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>9</b>
<b>Subject</b>	<b>Legislation and Regulation Standing Committee</b>
<b>Lead</b>	<b>Chairman</b>
<b>Summary</b>	The Legislation & Regulation Standing Committee met on 30 July and the Minute will be circulated when available.
<b>Action Required</b>	To receive reports from subject leads where appropriate.
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>10</b>
<b>Subject</b>	<b>Operational Duties Standing Committee</b>
<b>Lead</b>	<b>Chairman</b>
<b>Summary</b>	The Operational Duties Standing Committee met on 30 July 2014 and the Minute will be circulated when available.
<b>Action Required</b>	To receive reports from subject leads where appropriate.
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>11</b>
<b>Subject</b>	<b>Conduct Subject Committee</b>
<b>Lead</b>	<b>David Kennedy</b>
<b>Summary</b>	The last meeting of the Conduct Subject Committee was held on 29 July 2014 and the Minute will be circulated when available.
<b>Action Required</b>	To receive a report from David Kennedy
<b>Notes Recommendations Future Actions</b>	

## AGENDA PAPER

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>12</b>
<b>Subject</b>	<b>Equality Subject Committee</b>
<b>Lead</b>	<b>Jackie Muller</b>
<b>Summary</b>	The last meeting of the Equality Subject Committee was held on 29 July 2014 and the Minute will be circulated when available.
<b>Action Required</b>	To receive a report from Jackie Muller.
<b>Notes Recommendations Future Actions</b>	<p>The following is a recommendation from the Equality Subject Committee to the JCC:</p> <p>The Equality Subject Committee (ESC) asks the Joint Central Committee (JCC) to:</p> <ul style="list-style-type: none"> <li>• Agree the need to ensure the profile of the Scottish Police Federation (SPF) is more reflective of the wider membership</li> <li>• Commit to redressing the balance;</li> <li>• Support the use of Positive Action to do this; and</li> <li>• Agree that funding should be made available to support the aims of the undertaking.</li> </ul> <p><b>Background</b></p> <p>During 2013 the SPF carried out a monitoring exercise to establish the profile of its representatives, the results of which have been presented by the Equality Secretary to the JCC &amp; ESC.</p> <p>The ESC has, through a small working group, considered the data and taken the view that, when compared to similar data published by Police Scotland, that the organisation is not wholly representative of our membership.</p> <p>Section 158 of the Equality Act 2010 permits service providers such as the SPF to take steps to encourage members from groups with different needs, or with a past track record of disadvantage or low participation to seek election to and participate generally in the activities of the SPF.</p> <p>The work undertaken has identified that there is a disproportionately low participation in the activities of the SPF by people who share a protected characteristic. “Disproportionately low” is defined as “low compared with the level of participation that could reasonably be expected”.</p> <p>There are number tests which must be taken to show that positive action is needed, the main one being benchmarking which the SPF has already undertaken through the monitoring exercise undertaken in 2013 to identify the profile of representatives and by comparing it with that of the membership using data produced by Police Scotland (This data was previously presented to JCC)</p>

Positive Action is a voluntary action but if supported by the JCC could help to ensure that the SPF is more representative of its membership.

### **Proposal**

The ESC believes that the following actions would provide a proportionate way to undertake positive action in the months leading up to the quadrennial elections:

- SPF representatives attend showcase events in across the whole of Police Scotland (including conferences, oath ceremonies, long service award ceremonies etc.)
- SPF representatives to liaise with other interest groups that includes those who have a protected characteristic (SWDF, GPA, SEMPER etc.);
- The use of SPF marketing materials;
- The use of positive action terminology when giving notice of elections;
- A consistent professionally produced 'brand' that is used across all media platforms (banners, website, social media etc.);
- Use of an Equality tag line and attach to all internal communications;
- Ensuring that appropriate facilities are available to those with protected characteristics are available whilst attending SPF meetings;
- To monitor the results of such action over the coming quadrennial election periods and make any necessary and appropriate changes to the manner in which positive action is delivered.

### **Cost**

As the SPF already has banners and marketing materials used at other events and representatives currently attend events such as those mentioned in the proposal, it is likely that any cost to implement positive action will be minimal

### **Benefits**

The ESC hopes that using positive action in the months leading up to the quadrennial elections will encourage not only a more representative SPF in respect of those with protected characteristics but also, by default, be a positive and useful way to promote the work of the SPF and its elected representatives and increase the number of nominations of officers who are younger in age and/or service.

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>13</b>
<b>Subject</b>	<b>Health and Safety Subject Committee</b>
<b>Lead</b>	<b>Peter Jones</b>
<b>Summary</b>	The last meeting of the Health and Safety Subject Committee was held on 29 July 2014 and the Minute will be circulated when available.
<b>Action Required</b>	To receive an update from Peter Jones.
<b>Notes Recommendations Future Actions</b>	



**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>14</b>
<b>Subject</b>	<b>Police Related Charities:</b>  Police Treatment Centre - Stewart Ross St George's Trust - Stewart Ross Scottish Police Benevolent Fund - Martin Bertram Scottish Police Bravery/Lewis Fulton - Chairman Police Dependants' Trust - Chairman National Police Memorial Day - Chairman
<b>Lead</b>	<b>Chairman</b>
<b>Summary</b>	To receive reports.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

## AGENDA PAPER

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>15</b>
<b>Subject</b>	<b>JCC Circulars issued since last meeting</b>
<b>Lead</b>	<b>General Secretary</b>
17/2014	JCC Agenda and Papers May 2014 - Information
18/2014	HMICS - Corporate Strategy 2014-2017 and Annual Scrutiny Plan 2014-15 - Information
19/2014	Subject and Standing Committees 22/23 April 2014 - Information
20/2014	Courts Reform (Scotland) Bill - Information
21/2014	Freedom and Choice in Pensions - Consultation
22/2014	Cabinet Secretary for Justice appoints a new Police Investigations & Review Commissioner - Information
23/2014	Freedom and Choice in Pensions - Information
24/2014	JCC Minutes May 2014 - Information
25/2014	Police Pay - Information
26/2014	Air Weapons and Licensing (Scotland) Bill - call for evidence
27/2014	Commonwealth Games - Police Officer Entitlement - Information
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>16</b>
<b>Subject</b>	<b>Commonwealth Games</b>
<b>Lead</b>	<b>Deputy General Secretary</b>
<b>Summary</b>	To receive a report from the Deputy General Secretary.
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>17</b>
<b>Subject</b>	<b>Election of Subject Secretaries</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	Nominations have been received from:  David Kennedy - Conduct Jackie Muller - Equality Peter Jones - Health & Safety
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

## AGENDA PAPER

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>18</b>
<b>Subject</b>	<b>Motion</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	<p>The following motion was submitted from the WAC:</p> <p><b>Motion - Exchange of Public Holidays for Annual Leave Hours.</b></p> <p>Proposer - Inspector Kenny Welsh          Secunder - Inspector John Haynes</p> <p>That the West Area Committee asks Joint Central Committee to seek agreement with PNB Scotland to appropriately compensate officers for all of the months worked in calculating the amount of Annual Leave hours (in respect of public holiday entitlement) allocated to those who, for whatever reason, will not complete the full qualifying period in 2014/15.</p> <p><b>Explanatory Note</b></p> <p>In legacy Strathclyde, Public Holidays were published in November each year for the calendar year ahead. This situation persisted until November 2013, during the first year of Police Scotland, when there was no intimation of any PH dates for 2014.</p> <p>At that time, rumours were circulating regarding a “buy out” of Public Holidays, although no official details were available.</p> <p><u>Notable dates</u></p> <p>16 Jan 2014    Scottish PNB decision that PHs would be 25/12 and 1/1, each year.</p> <p>28 Feb 2014    Amendment to PH entitlement came into force</p> <p>1 April 2014    Effective dates of new regulations</p> <p>With Public Holidays traditionally set for the calendar year, it is unclear why the new regulations, which became effective on 1 April 2014, fail to make any provision, in terms of “compensation” for the months of January, February and March.</p> <p>This is particularly relevant for officers who, for whatever reason, will not complete the full qualifying period for the 9 additional Annual Leave days, or 72 hours leave, which have been allocated to officers outwith their probation.</p> <p>Let us take, by way of example, an officer retiring on 31 July 2014, at the end of 30 years’ service.</p> <p>The current calculation allocates such an officer, by way of pro rata compensation, 24 additional Annual Leave hours. This is calculated as follows:</p> <p>Months worked = 4 (April - July) / 12 months x 72 = 24 hours</p> <p>In practice, however, such an officer will have worked 7 months, and pro rata should be entitled to 7/12 of 72 which is 42 hours.</p>

	As such, officers in this example are currently losing out on 18 hours leave allocation, simply due to the effective date of the new arrangements.
<b>Action Required</b>	To discuss the motion.
<b>Notes</b> <b>Recommendations</b> <b>Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>19</b>
<b>Subject</b>	<b>Correspondence</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	

**AGENDA PAPER**

<b>Meeting</b>	<b>JOINT CENTRAL COMMITTEE</b>
<b>Date</b>	<b>19/20 August 2014</b>
<b>Venue</b>	<b>Hilton Grosvenor, Glasgow</b>
<b>Item No.</b>	<b>20</b>
<b>Subject</b>	<b>Competent Business</b>
<b>Lead</b>	<b>General Secretary</b>
<b>Summary</b>	
<b>Action Required</b>	
<b>Notes Recommendations Future Actions</b>	