



Scottish Police Federation East Area Committee

**Minutes of the Second Quarterly Meeting of the East Area Committee of the
Scottish Police Federation held on Wednesday 6th September 2017 within
The Houston House Hotel, Uphall, Livingston, EH52 6JS**

1 ATTENDANCE

| | |
|---------------------------------|--------------------------------------|
| Inspector Jim Thomson | C - Forth Valley |
| Inspector Hugh Loudon | C - Forth Valley |
| Inspector Mark Murphy | C - Forth Valley |
| Sergeant Mark Westmorland | C - Forth Valley |
| Sergeant Murray McKenzie | C - Forth Valley |
| Sergeant David Reid | C - Forth Valley |
| Constable Scott Callaghan | C - Forth Valley |
| Constable Paul Redwood | C - Forth Valley |
| | |
| Inspector Ian Stephen | P - Fife |
| Inspector Stephen Kay | P - Fife |
| Sergeant Wilkie McCloskey | P - Fife |
| Sergeant Kathryn Fairfield | P - Fife |
| Constable Stevie Herd | P - Fife |
| Constable Austin Barrett | P - Fife |
| Constable Colin Nicoll | P - Fife |
| | |
| Inspector Allan Symington | E - Edinburgh |
| Inspector Heather MacDonald | E - Edinburgh |
| Inspector Ian Williamson | E - Edinburgh |
| Inspector Neill Whiteside | E - Edinburgh |
| Sergeant Mark Wilson | E - Edinburgh |
| Sergeant Scott Meechan | E - Edinburgh |
| Sergeant Christopher Richardson | E - Edinburgh |
| Constable David Stupart | E - Edinburgh |
| Constable Richard Wood | E - Edinburgh |
| Constable Euan Sinclair | E - Edinburgh |
| | |
| Inspector Andrew Elliot | J - The Lothian's & Scottish Borders |
| Inspector Michelle Ritchie | J - The Lothian's & Scottish Borders |
| Inspector Andrew Toombs | J - The Lothian's & Scottish Borders |
| Sergeant John McEwan | J - The Lothian's & Scottish Borders |
| Sergeant Gordon Latto | J - The Lothian's & Scottish Borders |
| Sergeant Mark Sherman | J - The Lothian's & Scottish Borders |
| Constable John Brownlee | J - The Lothian's & Scottish Borders |

| | |
|----------------|------------------|
| Andrew Malcolm | Chair |
| Stephen Clark | Vice-Chair |
| Grant McDowall | Secretary |
| Vacant | Deputy Secretary |

2 APOLOGIES

| | |
|----------------------------|--------------------------------------|
| Sergeant Quentin Russell | E - Edinburgh |
| Constable David Davison | E - Edinburgh |
| Constable Darren Gallagher | J - The Lothian's & Scottish Borders |
| Constable Jim Friery | J - The Lothian's & Scottish Borders |
| Constable John Hay | C - Forth Valley |
| Sergeant Graham Ross | P - Fife |
| Inspector Brian Henderson | P - Fife |

3 OPENING OF THE MEETING

The Chairman welcomed all those in attendance to this, the third meeting of the East Area Committee for 2017 giving a special welcome to Stevie Kay, Jim Thomson, Kathryn Fairfield and Christopher Richardson who were attending their first meeting following their election in July 2017.

The Chair formally congratulated Amanda Givan on her election to Assistant to the General Secretary (Conduct) and recognised her extensive contribution to the East Area Committee and Fife Joint Branch Board. The Committee wished Amanda every success in her new role.

The Chair recognised that for the first time in 2017 the Committee had no vacancies, albeit this position was going to change following the election for the post of Deputy Secretary with responsibility for conduct.

The Chair reminded the Committee that this was also National Police Memorial Day and informed them that it was with deep regret and sadness that he had to advise them that since the last meeting there had been a Death in Service. Condolences had, on behalf of the East Area Committee, been passed onto the family and friends of Janie Dunlop who passed away since the last meeting.

The Chair informed the attendees of the Fire Procedures in the event of an emergency thereafter, reminding those present that every member would have the opportunity to express their views and that **all** points or issues **must** be directed through the Chair allowing everyone who wished to participate the opportunity to do so. Standing Orders for were in place and the meeting was then declared open.

4 ELECTION OF EAST AREA COMMITTEE DEPUTY SECRETARY

Chair asked for nominations for the position of Deputy Secretary.

Nomination: **Stephen Herd**
Proposed: Paul Redwood
Seconded: Austin Barrett

Nomination: **Heather Macdonald**
Proposed: Murray McKenzie
Seconded: Mark Sherman

Nomination: **Mark Westmorland**
Proposed: Ian Williamson
Seconded: Wilkie McCloskey

Heather Macdonald was duly elected as the new Deputy Secretary for the East Area Committee and immediately thereafter took over the role.

Due to the result of the Election, the Constable's held a separate meeting to elect a new Joint Central Committee Representative, this position will now be held by Stephen Herd.

5 MINUTES OF THE PREVIOUS MEETING

The minutes from the previous meeting held on 7th June 2017 had been circulated to the Committee in EAC Circular 37/2017 on 6th August 2017. The minutes were agreed and thereafter recorded as a true reflection of the meeting. Proposed by Murray McKenzie seconded by Mark Wilson.

6 MATTERS ARISING

Due to the announcement of the Pay Award for 2017 and extensive discussion around Finance at the last meeting, the agenda was amended.

(a) FINANCE

Chair informed the Committee that the last Finance Standing Committee had met on Wednesday 2nd August 2017 at Woodside Place the minutes of which would be placed on the SPF Website when ratified.

Various topics were discussed including the following:

Proposed renovations to Woodside Place and other buildings within the SPF portfolio.

The Hunter Foundation Dinner where former President Barrack Obama was the principle speaker, was also reviewed and discussed at length. This was reflected in an update to the JCC by the Executive, who provided an explanation and rationale around attendance at this charity event. There was recognition that communication around attendance could and should have been better, this has been taken on board for the future.

The Finance Standing Committee made the following recommendations:

1. That the spend fell within the remit of the rules.
2. It was in the best interest of the SPF and membership to attend such an event.
3. The identity of those in attendance being publicized would bring no benefit to the SPF and could have an adverse effect on the future reputation of the organization.

Due to a last minute cancellation of a guest, the wife of the General Secretary attended to ensure that there was not an empty seat at the table. This was a snap decision that had to be made which required detailed personal information. There was extensive discussion at the Finance Standing Committee and Joint Central Committee regarding the event and the strong feeling of the membership regarding attendance has been aired.

There was extensive discussion with regard to the event and the Committee aired the feeling of the membership within regions of the East Area. These were noted and, reflected those that had been raised at the meeting on 7th June 2017. The Committee were content with the recommendations that had been made by the Finance Standing Committee that there would be improved communication in relation to similar events if they occurred in the future.

Police Pay Award 2017 - The Chair provided an update with regard to the Police Pay Award 2017 which had been agreed whilst the meeting was in progress. Full details were reflected as per JCC Circular 38/2017. The award was discussed at length particularly the 1% pay increase and staged amendment of certain Regulations. The Committee recognised the positive benefit that the majority of changes would have on the membership.

(b) JOINT CENTRAL COMMITTEE UPDATE

The Secretary advised that the last meeting of the Joint Central Committee took place at Doubletree Hilton, Dunblane on 22nd and 23rd August 2017.

Election for an Assistant to the General Secretary (Conduct). As Amanda Givan was the only nominee and therefore, unopposed, she was elected into this position with effect from 22nd August 2017.

Amongst subjects discussed were the following:

Legal Advice and Assistance - The Deputy General Secretary reported that a number of new cases for various matters had come to light since the last meeting.

He then went on to supply updates in relation to Held in Reserve/Allard and Holiday Pay as follows:

Holiday Pay – There is a myriad of ongoing cases in relation to Holiday Pay which are all at various stages of appeal and there will not be an immediate short term fix. It is likely that once these cases have been settled, the most likely course of action with PSoS and SPF will be a negotiated generic position rather than trying to resolve thousands of individual claims.

Held in Reserve - Lady Wise had completed her judicial review of the claim lodged on 23 December 2016. The Secretary was pleased to report that the review had found in favour of the submission made by SPF and that the full judgement had been circulated in [JCC Circular 23/2017](#).

The Committee discussed the essential elements of the decision and were also advised of the proposed review regime, similar to the one created after the CWG in 2014, was being created. Any issues with regard to Held in Reserve should be referred to the Full Time Officials at Livingston.

Allard v Devon and Cornwall – This is a case taken by officers from Devon and Cornwall against their Chief Constable which primarily came from them being CHIS Handlers who were not paid for taking calls in their own time from sources. A meeting is scheduled to be held with Police Scotland Legal Team and SPF who are currently looking at 9 examples of CHIS Handlers call outs etc... to progress this matter.

Legal – One appeal with regards to a legal matter was raised by the West in relation to legal assistance in relative to a historic CICA claim. This was not upheld by the JCC.

Police Negotiating Board (PNB) – PNB Meetings now take place 3 times a year as opposed to 4 previously and they were generally held around the time

of the Joint Central Committee (JCC). Due to this change the meetings are now not in line with the JCC Meetings and there has been no PNB Meeting since the last JCC.

Discussion took place regarding this year's pay negotiations.

There was also general discussion on PNB Circular 02/2017 in relation to Exigency of Duty. The impact of an agreed definition in relation to Exigency of Duty, Duty Rosters, Notice Periods and Methods of Notification on the East Area were discussed. There is continued dialogue with PSoS in relation to their working practices and implementation of the guidance contained within the circular and this will progress over the forthcoming weeks to ensure that these are being adhered to, particularly in relation to blanket notifications and requirement to volunteer to change unless another exigency existed.

The Technical Working Group continues to meet in relation to disruption of rest days and other matters, including the introduction of an overnight allowance. These are still ongoing and the Secretary will update the Committee as soon as they are finalised.

Pensions - The SPPA Pensions calculator run by Government Actuaries Department (GAD) continues to be working well. Auto enrolment has meant that 120 officers have re-joined the scheme although, it has been reported that approximately 1000 officers are currently not in the scheme. Auto enrolment is a legal requirement and must be undertaken, this is an important legal safeguard in relation to pensions which highlights their importance in future planning for everyone.

The calculator and supporting documentation can be found on the SPPA website.

A brief overview of the three Pension Schemes, PPS, NPPS and CARE was given.

Scottish Police Consultative Forum (SPCF) - The SPCF runs in conjunction with PNB. The functions of the SPCF are not set out in legislation but Scottish Ministers have a statutory obligation to consult policing stakeholders before making any changes to the regulations governing a wide range of non-negotiable matters which affect Police Officers in Scotland and, will look for these to be agreed through discussion at the SPCF before they are made.

This meeting now takes place 3 times a year as opposed to 4 times and therefore, the timings of the meetings are 'out of sync' with the JCC Meetings.

There had been no meetings of the SPCF since the last EAC meeting in June 2017.

Scottish Police Authority (SPA) - The Scottish Police Authority (SPA) is a public body of the Scottish Government which holds Police Scotland to account. Both bodies were established on 1 April 2013 with the inception of Police Scotland. It is fair to say that there has been a considerable level of public reporting on the business and appointments of the Authority in recent weeks.

There was discussion around the resignation of both the Chair and CEO of the SPA, the recent HMICS report into the Authority and lack of both direction and oversight.

Scottish Police Budget and Finance - The current position of funding remains uncertain and the organisation are looking to save 6% for the current financial year and 2026 forms a major part of this area.

LNCC (Local Negotiating and Consultative Forum) - LNCC usually met every 3 months and was a window for the East Area to take matters to the ACC in an attempt to have a situation resolved locally. These meetings are now national LNCC meetings where North, East and West all attend with their respective ACC's.

The LNCC format is still not correct due to the number of attendees and lack of recognition around the benefits of these forums as a means of resolution and opportunity to improve working practices. The LNCC planned for August was cancelled at short notice due to an operational issue and has not been rescheduled, this caused considerable disruption to other SPF representatives who had not been updated of the cancellation.

Joint Negotiation Consultative Committee (JNCC) - The last meeting of the JNCC took place on August and was chaired by the Chief Constable.

There was confirmation that the disparity created by legacy interpretations in relation to payment on promotion were being reviewed, as of 1st April 2017, all payments on promotion would be consistent across the Service in line with Regulations.

Motion - At the last EAC Quarterly Meeting the following motions were passed and presented at JCC:

Compensation in Relation to Events – This motion was defeated.

Review of Resource Allocation – This motion was passed and has been forwarded to the Executive and Operational Duties Standing Committee to progress accordingly.

(c) HEALTH & SAFETY

Stephen Clark was joined by Brian Jones, Assistant to the General Secretary for Health & Safety. Stephen provided a comprehensive update to the Committee which included:

During the first quarter of the year there were 424 officers assaulted across Scotland, with 161 of that number being assaulted during arrest. Statistics specific to the East Area are not currently available.

271 officers were injured due to slip trips and falls, training/road collisions, with the highest number of injuries being down to slip trips and falls, with the greater number of these involving officers in foot chases trying to apprehend offenders.

280 near miss reports were submitted over the quarter, with a total of 1145 Scope reports submitted - (the previous year was 1146).

The number of RIDDOR reportable incidents was 37. RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrence Regulations) place a duty on employers to report serious accidents and incidents to the Health & Safety Executive. Failure to report these incidents timeously can result in prosecution of the organisation.

For the first time Police Scotland's Safety Team have been able to identify a financial cost attributable to these 37 Riddor Reportable incidents. The cost of abstraction of these officers alone has been calculated at £364,000 without taking into account the cost of backfill or, the cost of litigation against the organisation, without considering the human cost of individuals and their families.

The SPF Health & Safety Subject Committee met on Tuesday 1st August 2017 and the minutes of that meeting should be available on the SPF website. Main items were as follows:

- The concerns raised by Armed Policing Officers with regards to the redeployment of equipment from the TAC vest to the utility belt. This is a new practice in the East and North and a range of issues have been highlighted. Injuries from wearing the equipment i.e. nerve/hip and back pain to equipment entanglement with vehicle furniture on entering and exiting armed response vehicles. Over 90 concerns from officers raised thus far. As a result of these concerns a meeting took place between Armed Policing/James Bertram and Brian Jones on 15 August where it was agreed a new risk assessment is required to address this change in work practice and also, address the concerns raised. This is being progressed by Inspector Keith Warhurst in the East.

- As a result of issues highlighted in the west regarding refreshments and facilities, the matter was escalated to DCC level and as a result all future planning meetings will have Safety Advisors in attendance to provide necessary assistance and advice to Gold and Silver Commanders.
- Concerns continue to be raised around the country regarding the deployment of officers to the fast road network without suitable instruction, training, information or supervision to manage collisions and incidents. The issue of training and equipment is still being progressed by a Short Life Working Group, where suitable equipment and training will be identified and will be rolled out across the country. This issue has been raised with PSoS and noted by DCC Livingstone with an instruction that led to the recent dissemination of a safety alert in an effort to address immediate concerns.
- **Armed Policing Survey - Monkey**, opened on 4th September to 29th September 2017 and all Firearms Officers were encouraged to complete. The SPF oppose 12hr shifts for any officer.
- **Taser Working Group** – Brain Jones sits on this Group and the first meeting will be held on 31st August 2017.
- Further concerns raised regarding the ongoing apparent reluctance of ITFC'S to deploy Firearms Officers to incidents of reported violence where weapons are seen. This matter is being progressed with ACC Higgins.
- The issue regarding the number of officers who are currently awaiting their Standard Driving Course and the timescales involved to have these officers suitably trained along with details of the control measures introduced was discussed. Chief Superintendent Gillian McDonald, SPC, has advised that a 'compressed' Driver Training Course was being looked at to 'rush' students through! This is concerning and any reduction in training provision would be opposed by the SPF as there are UK guidelines on length and content of driver training courses.
- The SPF review of PPE is progressing well and SPF Vice-Chair, David Hamilton, now has the results of the online survey which will form part of the overall review.
- Westfield Power Station within P Division is a very dangerous, derelict site that has resulted in injuries to officers and near miss incidents over the past few months. As a result of SPF involvement and subsequent assistance from PSoS H&S Team, P Division Command Team have recently issued an instruction that police will only attend at locus in response to

life/death incidents and even then there needs to be a significant response, utilising all emergency services as appropriate.

- Custody transfers utilising hired minibuses appears to be specific to the East Area. This practice was highlighted to the SPF and is apparently a regular occurrence particularly at peak times (e.g. St. Leonards to Greenock). The hired vehicles are not fit for purpose and the practice presents significant risks to officers, prisoners and PSoS as an organisation. The SPF raised this matter with Custody Division Management and as a result a decision was taken to immediately cease such transfers. An instruction is now in place that only suitable and specifically adapted custody vehicles will be used to transfer prisoners.
- Poor Airwave reception at Edinburgh Royal Infirmary has existed since 2015. A booster was fitted at the hospital on 11th July 2017 and as a result the issue is now resolved. A briefing note has been circulated across the division to advise both officers/staff.
- The SPF Near Miss Guidance document has been updated with further examples and is available on the SPF website.

The SPF currently have three accident investigations ongoing. The first relates to a firearms incident on the 2nd July in Bathgate when firearms officers were not deployed despite numerous requests from officers on the ground when a firearm had been discharged on a number of occasions in a garden. Conventional officers were deployed and ended up seizing a section 1 firearm and suitable ammunition along with another 4 illegal weapons.

The second investigation relates to a road collision on 28 July 2017 in the west when officers were managing a scene and their vehicle was rear ended on a live lane of a dual carriageway, both officers received whiplash type injuries and the driver of the car sustained minor injuries. Initial enquiries revealed the vehicle was not equipped to manage an incident on the road network and the officers had not received any training.

The third investigation is in relation to an officer who, whilst working within custody at St. Leonards on 19/20th August 2017 was injured by a custody who had been handed his methadone in a glass bottle resulting in the officer's face/neck being slashed.

The PSoS Health & Safety Board met on Friday 18 August and the minutes of this meeting will be available in due course. The following issues were raised and discussed:

- **Health & Safety Compliance Review** - Following the HSE's inspection of Police Scotland premises in 2016, the Chief Constable instructed an

internal review of health & safety compliance within buildings to ensure elements of the health & safety management systems were suitable and sufficient. The Statutory requirements of the Health & Safety at Work Act were seen as the minimum standard that must be attained. There were three main areas where the Force had been criticised, being the then lack of Asbestos Surveys and compliance with the control of asbestos regulations, the lack of compliance with the Fire (Scotland) Regulations and the lack of Fire Risk Assessments and the management of Water Hygiene and Safety (Legionella) and the lack of recorded surveys. Since 2016 survey reports have now been completed for all three areas of Asbestos/Fire and Legionella with the necessary risk assessments completed. There was also criticism with the lack of suitable and sufficient training and instruction to carry out this necessary work. This is considered as work in progress with more members being suitably trained.

- Following on from the Force Improvement Notice, the Force also received a letter of advisement with regards the lack of suitable information, training, instruction and supervision regarding the Control of Substances Hazardous to Health or COSHH Regulations along with noise at work regulations. The HSE also required Police Scotland to train the Force Executive in Health & Safety, so they fully grasp their corporate responsibilities. This is still to be done. The SPF will continue to monitor the Force to ensure safe systems of work are in place and where necessary, control measures are introduced.
- **Noise at work** - this piece of work is still to be progressed to ensure appropriate ear defenders are identified. This complex piece of work has now been taken on by the PSoS Health & Safety Team with further research being conducted with Noise Consultants.

In terms of the PSoS Health & Safety Team, James Bertram has been appointed as the new Health & Safety Manager for PSoS. He now has a staff of 10 full time Safety Advisors, these are located as follows: 2 in the North, 4 in the West, and 2 in the East with additional assistants located in the West and East.

The Health & Safety Team have recently published a number of safety alerts addressing the following issues:

- Attending RTA's
- Lead Acid Batteries
- Lyme Disease
- Vehicle Safety
- Asbestos
- Method of Entry
- Blood Bourne Viruses
- Fentanyl

In addition the Health & Safety Team have identified a formal 2 year rolling Inspection Programme that will capture all PSoS premises. It is hoped that joint inspections will take place to prevent duplication and enable on the ground training and personal development of all Safety Representatives involved.

The UPPE Group last met on 8th May 2017 at the SPC and the following matters were discussed:

- **CAST** (Centre for Applied Science and Technology) have completed their review of body armour. New body armour has been identified which is slightly lighter and more flexible.
- **PPE Budgets** are to be devolved to divisions. The SPF have concerns regarding the potential for divisions to attempt to save money at the expense of officer safety therefore this will be monitored.
- **Winter Hats** – have now been approved and will form part of uniform issue for all probationers. Stores will have stocks.
- **Tick Repellent** - a spray is now available from stores which is to be used on clothing.
- **CS Spray** - Information that large stocks of CS gas are still being stored in police stations around the county. ACC Higgins has directed that an urgent review be undertaken to recover/retrieve CS for destruction.

The Joint UK Staff Associations Health and Safety Group met on 30th June 2017 in Birmingham. Minutes of this meeting will be available in due course. The following matters were discussed:

- Concerns raised nationally regarding the apparent lack of accuracy on recording working time. This issue is still work in progress.
- Intelligence has emerged that websites promoting extremist groups shows the best methods to overcome Police Body Armour and this has been passed onto OST training to address and introduce additional training.
- Further concerns regarding the impact of nightshift working and in particular the greater instances of cancer. This matter is still work in progress and is being progressed by the NPCC Health & Safety Strategic Board.
- Temporary Police Road Signs and more importantly their compliance with British Standards is still work in progress. PSoS initially highlighted the issues and are leading the way in terms of the UK.

- Asbestos and the dangers associated at crimes scenes (PSoS have issued a relevant safety alert).

The National Policing Tactical, Training & Equipment Working Group met on Thursday 27th July 2017 at Leicestershire Constabulary HQ. Minutes are available. The following points were discussed at this meeting:

- The current national PSU remains at 297 PSU's. Concerns have been raised regarding the national PSU vehicle fleet where it is reported that 1/3 of all PSU vehicles are currently unavailable due to maintenance issues.
- There are fears that community tensions in London are classified as significant and London could potentially erupt and descend into serious disorder at any time. If it does the mutual aid requirement would be significant.

The National Police Chiefs Council for Health Safety & Welfare met on 3rd August 2017 in London. Minutes of this meeting are available. The agenda for this meeting is extensive and the main topics discussed were:

- **Diabetes/Blue Light Drivers** - this situation is still causing a degree of confusion following advice from the DVLA medical advisory team, which suggested that officers who are insulin dependent diabetics, should not drive under emergency response conditions. This is at odds with the DVLA's own guidance on the matter. The matter to be progressed by the group before guidance is disseminated.
- **DVI Vaccinations** – concerns raised by the group regarding the lack of preparedness of the National Cadre of DVI Officers. Concerns were raised following a deployment to Brazil where the number of officers inoculated against yellow fever was critical. PSoS have taken action regarding this matter and have set-up a process/system to ensure officers are suitably inoculated and monitored re boosters etc. Also concerns regarding the worldwide shortage of Hep B Vaccines – PSoS has issued guidance under Memo 165 of 2017. In short Optima will advise when immunisation will begin again. It is hoped that new stocks will be available later this year? PSoS will not reimburse officers who obtain medication privately from the health service (cost is approx. £100).
- Shift work and driving safety - A report has been completed by the College of Policing which unsurprisingly highlights the increased risk for shift workers especially those travelling home after nightshift.

The PSoS Wellbeing Group, chaired by DCC Livingstone met on 20th July 2017. Minutes are available. The main issue addressed was the formal launch of

Your Wellbeing Matters, on the 5th September at the SPC - The Chief Constable formerly launched this programme, with a number of guest speakers highlighting the organisational benefits of proactively looking after its employees.

A number of Wellbeing Champions have been trained across all divisions - they will be able to sign post officers to areas of support, namely AXA PPP. Some divisions have set-up Wellbeing Groups, e.g. 'E' Division – these groups are in the very early stages and are still to find their feet and become established – time will tell re the effectiveness of said groups, as well as the wider PSOS wellbeing programme.

(d) CONDUCT

The Deputy Secretary, Heather Macdonald, advised the Committee that the minutes of the previous meeting had been circulated accordingly. Thereafter she gave a brief update of current figures in the East Area, going on to inform those in attendance what she would be looking to progress in the future following her election. Amanda Givan then updated the Committee.

(e) EQUALITY

The Chair informed the Committee that the last East Area Equality Meeting had taken place on Monday 3rd July 2017 at Livingston. The minutes of this meeting had been circulated.

Issues covered at the meeting included:

Uniform – The provision of tailoring facilities and poor quality of trousers, particularly to female officers. Tailoring facilities are available to staff via stores and the issues around quality have been fed back to procurement.

Restricted Officers - Issues highlighted within C Division in relation to deployment of officers with restrictions or where reasonable adjustments have been identified appears to have been resolved locally. This situation will continue to be monitored as the Division goes through a remodelling of posts.

C RTP – A proposed review within P Division in relation to CRTP based on attendance management was indicated as a possibility, however to date this has not been progressed following our intervention. We shall continue to monitor the situation in relation to CRTP and will be looking that any

proposal or review is completed in accordance with both Regulations and PNB guidance in relation to CRTP.

Menopause – The JCC have approved funding for training and awareness sessions in relation to the Menopause. Further information will be circulated in relation to this in due course when the training sessions have been organised.

Maternity – The Committee were reminded that pregnant officers not issued with maternity uniform and using their own clothes could claim plain clothes allowance. The qualifying criteria being that they spend the majority of their duty time, over a 3 month period or more, in plain clothes then they are eligible for the £13.39 per month.

Chair encouraged officers who discover that they are pregnant to declare this at the earliest opportunity to enable the organisation to consider the risks posed, the completion of a risk assessment and, appropriate protective or mitigation measures for the expectant mother and unborn child.

Supervisors who are approached regarding pregnancy should undertake risk assessments and continued dialogue with the officer to ensure that the appropriate action is taken throughout pregnancy.

Flexi and Part-Time Working – There has been an increase in the number of reviews and transfers of part time officers or those on flex working plans. Any review should be conducted in accordance with Regulations e.g. on an annual basis and there should be cognisance taken of the officers welfare.

Any officer impacted by such a review should be encouraged to speak to a local representative or one of the office bearers for the East.

The PNB Equality group continues to progress ongoing matters including IVF and Kinship provisions.

(f) OPERATIONAL DUTIES

The last meeting of the Operational Duties Committee was held on Wednesday 2nd August 2017 at Woodside Place. The main points of note were:

ACDP, Police Diploma & Special Constabulary - No meeting had taken place since January 2017.

CBRN - It was reported that the last scheduled meeting had been cancelled.

Post Incident Procedures (PIP) - Due to a number of new full time office bearers moving into post PIP training was required to be rolled out to all SPF full time officials.

A letter has been written to DCC Johnny Gwynne asking him to consider whether PIP should be used in more than firearms incidents. Concerns were raised in relation to insufficient Superintendents/Chief Superintendents being trained to run and manage PIP's. This may be passed to Chief Superintendent Alan Spiers at PSD to review.

Workforce Agreements (WFAs) - As reported at the last meeting a short term working group headed up by the Deputy General Secretary is currently looking at the current Work Force Agreement. This generated a fair amount of discussion and an update will be provided when further information is known.

PIRC Seizures - Discussions took place in relation to PIRC seizing personal items from officers. They have agreed that footwear will be replaced on a like for like basis however, there are issues with seizure of officers' personal mobile telephones and each case would require to be looked at on a case by case basis.

(g) DIVISIONAL UPDATES

"C" Division No meetings had been convened since the last East Area Committee. There was ongoing informal dialogue with the Command Team on a variety of issues affecting the Division.

"E" Division Mark Wilson updated the Committee informing that he had met with the Divisional Commander to discuss ongoing issues within Edinburgh. Resources and capacity remain an issue. Discussions are ongoing regarding the deployment model within Edinburgh with cognisance given to the intake of probationers over forthcoming months and how this effects the service balance within division.

"J" Division John McEwan updated the Committee accordingly. There had been a Command Team Meeting with the announcement of a new Commander. Resourcing remains an issue however, new probationers will be arriving and this should redress the balance.

"P" Division Stephen Herd updated the Committee informing them that a meeting had taken place with Superintendent McEwan. No real issues had been identified.

(h) MAJOR EVENTS

Discussions were ongoing regarding Operation Crossing and the forthcoming festive plans. Further updates will be given in due course.

(i) 2017 SCOTTISH POLICE FEDERATION CONFERENCE

The Committee were content that this agenda item had been concluded, it will be removed and replaced in due course with Centenary Scottish Police Federation Conference.

7 NEW BUSINESS

There were no items of new business discussed.

8 COMPETENT BUSINESS

The Vice Chair provided an update in relation to the Scottish Police Benevolent Fund.

The Chair formally recognised that this was the last Committee Meeting for Murray McKenzie who was scheduled to retire on 30th November 2017. The Chair on behalf of the SPF and East Area Committee recognised the valued contributions that Murray had made on behalf of members over the past 11 years as an elected representative.

9 DATE OF NEXT MEETING

The next meeting will be held on Wednesday 6th December 2017.

10 CLOSURE OF MEETING

The Chair thanked everyone for attending and for their valued input into proceedings wishing everyone a safe onward journey home thereafter formally closing the meeting.

Grant McDowall
Secretary

Andrew Malcolm
Chair