



SCOTTISH POLICE FEDERATION West Area Committee

Ref: IF/LC/LW/WAC2022

**Minutes of the Annual General Meeting of the West Area Committee
held on Thursday 9 June 2022 at 1000 hours within the Glynhill Hotel, Renfrew.**

1. ATTENDANCE AND OPENING -

West Area Committee (WAC) Office Bearers & Staff

Ian Florence – WAC Secretary
Lorna Cunningham – WAC Chair
Adam Peppard – WAC Vice Chair
Gordon Cumming – WAC Deputy Secretary
Lynne Gray – WAC Deputy Secretary
Lynne Welsh – SPF Staff

WAC Representatives

Stephen Gray
Stevie Bryson
Denise Quinn
Elaine Sutherland
Cath McNally
Linda Mathers
Jonathan Bruce
Paul Elliott
Scott Lisett
Stuart Finnie
George Allsopp
Craig Dunn
Jennie Macfarlane
David Taylor
Cat Glass
Claire Duffy

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Gary Diver
Lee Hamilton
Aaron Hicks
Iain Gray
Dougie Chalmers - a.m. only
Euan Graham
Marc Jobson
Chris Hynds
Chris Thomson
Stephanie Milligan
Craig Fraser
Emma Louise Smith
Marketa Davidson
Dougie McKinlay
James Mutter
Richard North
Michael Scott
Gavin Tuohy
Michael McCaughey

Guests

Calum Steele, SPF General Secretary
Stevie Clark, East Area Committee

Apologies

Alistair Wright
Stevie McGarry
Eddie Mather
Pamela Macfarlane
Christopher Dibbs
Karen Cameron
Stuart Johnston
Gordon McKeand
Chloe Rice
Sean Innes
David Carmichael
Catherine McAndrew
Billy Hendry
Georgina Gibson

The WAC Chair opened the meeting and welcomed the members. She gave a special welcome to newly elected members Gavin Tuohy, Paul Elliot & Marc Jobson who were attending their first meeting. The Chair also welcomed Stevie Clark, East Area Secretary, and informed members that Calum Steele, SPF General Secretary would be attending the meeting after lunch to provide an update on the pay negotiations.

Agenda papers had been circulated in advance of the meeting.

2. **SEPARATE COMMITTEE MEETINGS**

The Chair advised that the meeting would break for the separate committee meetings and thereafter reconvene for the WAC Meeting.

3. **MINUTES OF THE PREVIOUS MEETING**

The draft minutes of the previous meeting held on 3 March 2022 had been circulated to members of the WAC and were presented for approval. The minutes were proposed and seconded and thereafter adopted as a true record of the meeting.

The Chair updated on the actions from the previous meeting.

Actions from previous Meeting (March 2022)

(1) C/F from previous

Re Motions

Prepare and circulate a guide to the WAC on how to write a competent motion.

Update - WAC Chair will provide samples for June WAC Meeting.

ONGOING

(2) C/F from previous

Re Events

Lack of consideration given to Officers welfare during large scale events in respect of travel distance, transportation of kit & personal equipment being kept at officer's home address.

Update - WAC Secretary raised the issues at the LPC meeting. A copy of the 5 point plan was provided to all Divisional Commanders. It was agreed at the LPC that a meeting will be arranged between The WAC Secretary and Chair and CS Mark Sutherland and PSU Emma Croft.

CLOSED

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3) From Divisional reports – re home working

Concerns regarding Police Officers who wish to work from home being advised that this is not an option when there are reports that Police staff are being allowed to do so. (appears to be due to lack of space within offices)

FTOB's to investigate further and see what information can be confirmed in this regard.

Update - Ask Local Reps for any update at June WAC, if nothing noted then close.

ONGOING

4) Home working policy

Member raised the issue that in SCD the Agile working tab has not to be used.

Update - WAC Vice Chair to obtain Agile working policy and Liaise with AGS (Equality). Policy has been obtained and sent to AGS (Equality). WAC Vice Chair to liaise again with AGS (Equality before the next WAC meeting to obtain an update.)

WAC Vice Chair to update at June WAC.

ONGOING

(5) Electric vehicles

Member raised the issue of lack of policy on use of marked electric vehicles and lack of infrastructure.

Update - Matter was raised at the JCC H&S forum meeting and the LPC.

CLOSED

(6) Lack of 4x4 vehicles

Member raised the issue of the lack of 4x4 vehicles in V division. The 4x4 vehicles not being replaced. WAC Deputy Sec. (H&S) will liaise with AGS (H&S), WAC Chair and WAC Secretary to raise at LPC meeting.

Update - Matter was raised at the JCC H&S Forum meeting and the LPC. Divisional Commanders will be checking what fleet is available in their areas.

CLOSED

(7) Boots

Member asked what the policy was if members choose not to wear the boots supplied by the force and used their own. This was asked due to boots being supplied being too tight.

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Update - Item raised at the H&S meeting. Any issues to be emailed to WAC Deputy General Sec. (H&S). Local reps to feed any issues in to MH
CLOSED

(8) Naloxone concerns

Members raised their concerns with regards to PSOS confirming the roll out of Naloxone force wide and the statement that all officers will be made to carry this.

Update - Raised at the JCC and concerns were noted. Work is still ongoing in this area and an update is provided in the agenda.
CLOSED

(9) WAC Dates for remainder of 2022.

Due to the number of absences, it was agreed that the remainder of the dates for the WAC meetings will sent out to members.

Update - Dates sent out 14 March 2022.
CLOSED

(10) Hotton Report

WAC chair advised the members that the above report had been published. The Chair advised the members that it would be in their interest to read the report.

Update - Copy of Report sent out 7 March 2022
CLOSED

(11) Citations

During discussions about courts, a member suggested that QR codes could be used on citations as they are widely used in other areas, such as Doctors appointments.

Update - Matter raised at the LPC. Each divisional Commander is having meeting locally and nationally CJSD are having meetings to try and find resolves to ongoing court/citation issues.
CLOSED

(12) Phones and IT for local reps.

Members raised the issue that despite having some IT there was no internet available meaning that they had to fill in forms etc. in their own time, further suggested that all

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members should be supplied with a mobile phone so they can separate private lives and work life.

Update - Item raised at JCC.
ONGOING

(13) Charity donation

Members were advised of the ability of choosing one local charity a year for a donation to be made on their behalf. A member suggested a local charity that is supplying aid to Ukraine.

Update - WAC Secretary has checked and the charity should be for the local area. Letter sent to Members 14 March 2022. Alternative charity to be suggested.
ONGOING

(14) New WFA

Member asked the question if local reps will be involved in the consultations on the new WFA.

Update - WAC Chair and Secretary to raise at JCC. Item raised at JCC by Jennie MacFarlane. Matter will be considered.
CLOSED

(15) SPF awards

During the discussion about the SPF awards, members raised the issue that they were unsure how to get access to the initial nomination form.

Update - Link sent out to members 14 March 2022
CLOSED

(16) Local agreements

Member raised the issue that at a recent Divisional meeting the SMT had asked local reps to agree to a local arrangement out the Regulations and PNB agreements.

Update - Matter raised at LPC and Commanders made aware of roles and responsibilities within the SPF.
CLOSED

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4. **LEGAL ADVICE AND ASSISTANCE**

There have been 15 files sent since the last WAC meeting.

7 x Injury on duty
4 x Criminal legal defence
3 x Employment dispute
1 x Civil

This does not include any that applications submitted directly to legal.

5. **DIVISIONAL REPORTS**

The following divisional updates were provided.

Area 8 - L Division, Argyll, and West Dunbartonshire

Welfare/Courts

New Inspector Model being introduced from 20 June 2022, 1 Response Inspector will be allocated to each shift, 1 based Campbeltown, 2 in Oban and Dunoon. This will hopefully give shifts a more visible presence whilst on duty.

Resources

Standing complaint from shifts, depending on which shift/office you are based, resulting in some shifts being granted time off and others being refused. Following the recent Model Change, this has removed more senior PC's from the shifts and dropped the level of service. It has become, not uncommon, to have two probationary officers out as the first car. The submission of Near Miss forms or lack thereof due to moving the numbers about to make the OBL appear to work.

Custody

Lack of Custody Trained officers in Campbeltown and the ongoing issues of transporting prisoners between offices.

Area 9 - U Division, Ayrshire

Ayrshire representatives continue to have very positive engagement with the SMT. Particular issues in the division are as detailed below:-

Officers accruing RD's and unable to take them due to OBL's this includes some officers submitting requests as far in advance as September\ October. There appears to be an excess of red days which adds to the issues.

Officers regularly having rest days cancelled despite working 6-day weeks, which is resulting in 7 day working or one day off in twelve.

The number of court citations officers have during periods of annual leave, some officers having 7 citations over a three-week period and not been countermanded till the last minute or in some cases not being informed at all of countermands.

Clarity is sought in relation to shields. It is understood that no shields are currently within any police vehicle, however as there is currently no alternative surely the shields currently stocked would be better used until a replacement is forthcoming.

Officers are expressing concern that Police assaults are still not being taken seriously. SLT are contacting Officers personally following an assault, however CJ and the courts do not appear to be sighted on the desire to adhere to a zero-tolerance approach

Area 10 – V Division, Dumfries & Galloway

Officers having rest days cancelled resulting in working more than six days in a row or having to be sent home due to getting only 2-3 hours between finishing and starting new set of shifts. Excessive disruption rest day claims being rejected.

Accruing rest days which they are unable to take, some sitting with 20 -30 rest days in the bank.

Very rarely achieving OBL's and as such not being able to grant time off requests. Officers being moved stations constantly to fill gaps.

Constant burden of custody watches and hospital watches which prevents calls being dealt with.

Officers constantly having to work on beyond finishing times to cover shortfalls affecting their home life and other commitments.

Inspectors routinely rostered for 12-hour shifts and given rest days as compensation which they are unable to take.

Issue of hanging rails for body armour has been tasked to Support Inspectors to look at options and costs.

More TASER courses being given to a further 20 V Div. officers with another 10 waiting for next course.

Area 11 - Q Division, Lanarkshire

Meetings took place with SMT on 8 April and 6 May. The next meeting is planned for 16 June.

The main points of discussion were as follows

Festive time off - Officers requesting to time off during festive period out with their allocation are to submit a subject sheet to RDU outlining circumstances. This will then be addressed in October on a case by case basis. Resulting in officers being unable to forward plan to family events.

Court variations - Officers that are varied to a day shift for court on receiving a countermand had been reverted back to their original shift without consultation. RDU citing exigency. SMT have agreed to provide more clarification, but this appears not to have been followed as yet.

OT - Appears to be last minute rather than forward planning.

RRRD's - Concerns raised that officers submitting request for time off are constantly being rejected by RDU citing breach of OBL's.

Abstractions - Shift resources used to create new teams. Such as warrants team. SMT had previously stated this would not happen but has not been rectified. This is still being challenged.

Prisoner watches - SMT in consultation with CJSD regarding the use of PCSOs for prisoner watches. This still falls on the shift to do unless challenging custody on a daily basis.

Cancellation of rest days - Officers are concerned the targeting of rest days for summer walks and events. This is resulting in officers working 8 weeks without a full weekend off. There are a high number red days in June with an ever increasing number in July.

Well-being - Concerns have been raised by staff and divisional reps alike with SMT that morale is at an all-time low. This is due to the feeling on front line that there is no tangible effort to address staffing concerns. General consensus is there is a lot of good intentions but no real impact on officers.

Area 12 - K Division, Renfrew and Inverclyde

Federation Vacancies

Two new Constable reps Paul Elliot and Marc Jobson. There are still 3 Inspector vacancies which are proving difficult to fill. Alistair MacKinnon retired as of the end of May which has created a Sergeants vacancy. Alistair was a rep for a long time, and will be missed in the division, he was thanked for his efforts over the years.

Welfare/Courts

This continues to be a major issue with the volume of citations leading to a high number of shift variations causing disruption to Officers and leaving the shift/departments frequently short. Countermands are slow to come in and the PF is also slow in getting back to officers with excusals. Since CJSD have taken over case management/ PF liaison the system is more disconnected and local points of contact are more difficult to identify, Anticipate that this will get worse when CJSD moves to the 3 hub model in the west in August.

Resources

Standing issue with shift/departments numbers as well as level of service on the shifts in general, this has been particularly bad with some shifts in the division which have been under strength for a considerable period of time.

Direct Reporting

Officers are still being required to direct report for events in other divisions with little consideration in relation to travel plans.

Custody

Continued issues with custody, number of constant obs, level 4 obs, processing times.

Area 13 & 16 – Greater Glasgow North and South

The last meeting with the SMT was on 24 March. The main items of discussion were:
Low Emission Zone – This comes into effect next year within Glasgow City Centre. Stewart Street Police Office sits within the Zone. Local reps have continually raised this as a significant issue with a number of officers being affected. There appears to be no movement from the council on potential exemptions for personal cars. What is of note is that it is a penalty charge which increases with repeat “offending” up to nearly £500. There may also be a PSD implication of receiving a penalty which will need explored. The penalty is £60 which is reduced if paid within 14 days.

Time off at Weekends – concerns had been raised by officers that a combination of low OBLs and events made it almost impossible to ask for time off at the weekend. Assurances have been made that all requests would be given due consideration.

Mobile Devices – guidance was circulated at Div encouraging officers not to take devices home or feel obliged to check them when off duty.

Annual Leave Courts – still massive issue. Division have said that they are looking at both the volume and the process of getting officers excused.

Flexible working – there was a request to include flexible working guidance in first line manager inputs after it had been raised by a number of Sgts who were having to process a higher number of requests. Unfortunately, it has not been possible to include it in the course.

PPU Shift pattern – has been in place since November. There are mixed feelings about it and Division has agreed to review it.

Shift Variations – Resource Management are still advising Service Deliver Hub that they can alter an officer's shift/day off with 91 days' notice. Large number of events being staffed this way now. In effect it is disregarding the rotating shift pattern that the officer is on. This is having a massive impact on welfare.

Job Vacancies – complaints have been received that there is a lack of adverts for certain posts in Division.

Police Assaults – Division has been asked to look at the results of police assaults after there had been some incidents where the disposal had been disappointing.

Glasgow Sheriff Court – there has been a return of reporting officers to Glasgow Sheriff Court which has seen chaos. There is disappointment from officers as the benefits of remaining at home offices unless needed have been lost. When raised with SMT it was explained that COPFS had requested reporting officers be available to discuss matters pre-trial. There has also been accommodation issues at the court with uncomfortable waiting areas for both police and public.

Area 14 – OSD

Numerous management changes throughout various OSD departments, notably Firearms and C3. The New divisional commander at C3 is Ch. Supt Paul Wilson.

Lots of enquiries from Officers about Flexible Work application process. Most resolved with line managers.

Various queries regarding red days, cancellation of days off as summer events calendar returns to normal. Resolved by linking in with Ops Planning and RMU.

ACR reporting difficulties sourcing Taser officers for incidents due to insufficient numbers.

Still officers asking questions regarding pension changes. Have been directed to appropriate advice, SPPA etc. Numerous officers taking advantage of 50/25 change and retiring early creating gaps and loss of experience across various departments.

Area 15 – SCD

A number of officers have been scoped to work at events without any "travel plan". This was raised at the SCD H & S meeting and will hopefully be addressed by Senior management.

Up until now crime Strategy have been sharing circulars on our behalf as there is no other way of communication with the membership. Unfortunately, they declined to share the

V.1

circular regarding our wage rise and will no longer support us by sharing SPF comms. They have been thanked for the assistance up until now. This has been sent to Caroline McNaughton (SCD lead) in the hope of progression.

6. **DEEP DIVE**

A deep dive exercise was undertaken into PPU during the week that commenced on 25 April 2022. Visits were made to PPU units to speak to officers direct and all PPU officers were provided with an online questionnaire to complete.

Results are being analysed and it is hoped an update will be provided at the next JCC meeting.

7. **LOCAL POLICING COMMANDERS (LPC) PEOPLE AND OPERATIONS DELIVER GROUP (PODG) NATIONAL MEETING**

LPC

The WAC Secretary reported that there had been three meetings of the Local Policing Commanders since the last WAC, the first on 23 March 2022, second on 26 April 2022 and third on the 24 May 2022. The following is a brief update of matters discussed at the meeting.

Use of exigency of duty to replace officers unfit for duty due to Covid –

SPF highlighted that they were being made aware that the exigency guidelines (PNB 02/2017) were not being followed and in some cases no overtime was being offered and putting in place an exigency appeared to be the first choice. The Divisional Commanders agreed this should not be the case, there should be no issues with overtime being offered in this case.

Numbers of officers leaving the force due to change in commutation factor for those over 50 with at least 25 years' service in the 87 scheme –

A discussion took place around the numbers who were leaving or could leave due to the changes. It had become apparent that this issue was bigger than first anticipated and that a lot of officers in specialist roles would be eligible. The force executive has a regular meeting in regard to this and area commanders were checking to make sure they had a representative at these meetings.

Estates

An update was provided on ongoing estates work. Replacing Oban and the relocation of officers from Ayr office continue to gather pace.

Delivery of citations – ACC will take this back to force executive.

Events/paid for plans

SPF highlighted that on some occasions divisions are offering overtime for events or paid for plans, this is being offered at time and half. It was highlighted that double lock should

be requested and if the request is made with less than 8 days' notice then officers who are being asked to work on their rest day should be paid at double time.

Carrying of KIT

Discussion took place with Divisional commanders with regards to their responsibility to move officers KIT when they are asked to report to a casual/temporary place of duty. The divisional Commanders were provided with the 5-point plan which is followed by the rest of the country.

Red Days

SPF highlighted the current number of red days each division currently has in place and that some divisions are trying to put in place protocols for officers that on rest days and wanting to book holidays/attend events. A meeting will be arranged between CS Mark Sutherland, PSU Emma Croft and the SPF with regards to this.

Fuel receipts

SPF highlighted that a memo had recently been published which required officers who were claiming mileage to submit a fuel receipt. None of the Commanders present thought this was good practice. Since that meeting the SPF have written to the force and the request for fuel receipts in those circumstances has been suspended.

Risk Assessments

SPF highlighted recent issues were once again they were made aware that officers were not getting individual risk assessments carried out when they are required. Commanders agreed to take this back to their divisions to ensure they are completed.

West People plan

An update was provided; the end of year plan was circulated. There will be some changes to those with responsibility for certain parts of the plan.

Courts/Citations

Update provided that each division are having meetings with their local COPFS representatives to try and alleviate the issues that are arising. There are also national meetings being held.

POD(G)

The WAC Chair advised that SPF had decided to submit a report beforehand with all the issues we wishes raised.

Pressing issues put forward included the following -

Deployment Plans

OBL's

Business Needs

Scope – Inability to give an accurate picture of most areas

Events Planning

Training
Temporary & Acting Ranks

One matter of business raised by ACC Johnston was shift patterns, especially the 2-2-2 pattern. There was suggestion that this pattern be introduced in the West to see if this would result in a better work life balance.

The Chair offered to take any questions

One member asked if SPF had any views on the 2-2-2-pattern and the WAC Secretary advised that it would have to go through the full consultation process first. The main concerns would be working 7 days in a row.

Event resourcing - 25% backfill from non-front line was discussed. It had been agreed that this approach would continue and there is expectation that there would be 25% from non-front line.

One member asked if this had been confirmed in black and white and was advised that this will be requested at the silver/gold meetings and confirmed in writing.

One member raised an issue regarding decisions on red day cancellations.

The WAC Chair advised that this had been raised at the Divisional Commanders meeting where SPF had highlighted how many red days here were – there was an agreement that dates would be checked to see if they were justified and if not, then they will be removed. The matter will be raised further with LPC.

8. **CONDUCT**

The Deputy Secretary provided an update on the last Conduct Committee Meeting.

Performance/PIP

There have been no performance cases since the last meeting.

The criminal figures remain steady and some CAPPD have been marked no further proceedings. A decision is awaited from the CI in conduct to determine if any misconduct is to be answered.

The Deputy Secretary asked that Representatives submit forms for any discussions that take place with officers under investigation.

There has been one hearing since the last meeting, the officer got a final written warning. Two Officers received improvement action as an alternative to proceeding to a meeting.

Thanks were extended to all Divisional Representatives for their help looking after the welfare of our officers whilst being investigated.

9. **EQUALITY**

The WAC Vice Chair provided an update from the last, and final Equality Committee meeting which took place on 4 April 2022 via Teams.

Ill Health Retirement

The Ill health retiral total in the West is currently 52.

Optima are now part of the Marlowe Group, so Police Scotland now has access to additional Selected Medical Practitioners (SMPs.) The number of SMPs has not increased in the UK, just more access to the ones that there are. The diaries for SMP appointments were already booked many months in advance so their availability will take months to show benefit. We now have a new Force Medical Adviser (FMA)

Occupational Health

There still appears to be continuing issues with Occupational Health. Any specific cases can be raised via the WAC Vice Chair.

There has been a small number of occasions regarding poor handling of medical files and if any representative is aware of anyone who falls into this category, they should get in touch with the WAC Vice Chair.

Grievance Process

A SLWG has been set up with the initial meeting held on 17 May 2022. This was attended by the General Secretary Calum Steele, AGS People & Equality Lead and WAC Vice Chair.

Both the SPF and ASPs were forthright in their observations of the current issues that are faced by those involved in the process.

EDI Training

Gaps within the Service surrounding EDI continue to be identified. EDI training is a necessity at first line manager level.

This is a 1-hour long e-module on Moodle. The SPF have already fed back concerns that this may become a quick flick through the module with little or no learning or benefits to Officers.

Active Bystander

A workshop was developed and delivered to senior leaders within PS. It was presented on 09 April 2022.

The Presenter brought a breadth of experience and perspective and led a workshop to refine this piece of work. The Presenter is the sole UK based lead trainer supporting the Active Bystander in Law Enforcement (ABLE) Programme which trains US law enforcement agencies in peer intervention.

Review Of the Operation of The Public Sector Equality Duty In Scotland

A response was provided on behalf of the SPF which highlighted significant concerns regarding the current specific duties' regime under provisions of the Equality Act and how this is operated by the Force.

West Issues

We have seen a rise in issues such as Flexible work Plan applications, reasonable adjustments, maternity related issues, officers with disability, and failing to learn from previous outcomes. These need to be appropriately challenged at all times and officers raising concerns as above should be supported by the SPF on all occasions.

IH retirement

The WAC Vice Chair advised that one of the SMP's is currently off long term and this may result in issues with reports for officers going through the ill health process, as some may have to see a second SMP which may cause stress and upset. SPF will have to manage this and offer support as necessary.

10. HEALTH AND SAFETY

The WAC Deputy Secretary provided an update from the last Health & Safety Committee meeting.

Your Safety Matters

Work ongoing to identify repeat victims of assaults from SCOPE.

7,046 assaults on officers over the past year (down 251 on the previous year), however, reporting of incidents has risen - up 22.7% force-wide. Kicking is the main method of assault in majority of cases. There has been an increase in non-injury assault reporting. The circumstances of the lock down, loss of night time economy etc. coupled with the anecdotal evidence of better reporting, but using the poor reporting tools of scope and Crime Management mean that the state gathered are painting a confusing picture and any conclusions should be treated with caution.

The under-reporting gap between assault crime figures and assaults recorded on SCOPE is closing, however, certain areas of business record unrealistically low instances.

National Police Chiefs Council (NPCC) Health Safety & Welfare

Post Covid infection control – The Clinical panel was not convinced reducing PPE was advisable despite the government position.

Op Talla legacy

National guidance on dealing with other pathogens is being produced.

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APHS (Association of Police Health and Safety Advisers)

Update - Volvo highlighted that the enhanced safety features of their vehicles occasionally conflict with driver training but have identified measures to train officers.

HSE have eased their requirements for COVID RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) reporting.

Evidential Breath Testing Machines

DSTL (Defence Science and Technology Laboratory) have produced an opinion that officers should ideally wear FFP2/3 or at the very least a surgical face mask when operating Evidential Breath Testing Machines.

England and Wales (E&W) version is a blow-through as opposed to the Intoximeter which contains the majority of the exhaled air.

COVID/OP TALLA

Covid absences continue to drop. Current self-isolation cases are unaffected by the changes. Any cases now will be listed as COVID symptoms until medical certificate is obtained. Some officers will still have LFT kits but given government advice regarding isolation it will be dependent on the person affected declaring it as possible COVID. P&D are seeing more reports of signs of the cold rather than COVID.

There is no longer a requirement to wear face coverings in police buildings. However more communication to go out that clean-shaven policy remains in place as officers are still required to deal with confirmed or suspected covid cases.

Despite force policy FFP3 usage has dropped to negligible numbers on a daily basis. However, officers will start to get notifications for being retested for face fitting as it should be carried out every 2 years.

CJSD moving to dedicated covid cells rather than dedicated corridors in covid centres.

Hybrid working plan to be published. Teams to be used where possible.

Fogging will continue in C3 buildings as good practice for other viruses.

Covid questions are no longer being asked by C3

The number of Covid related SCoPE reports has completely diminished despite the still high transmission rates.

Clothing & Equipment Working Group

The softshell jacket is still waiting for a final sign off.

Samples of road signage arriving for testing with Roads Policing aren't height compliant.

Metal detectors - suggested that these be added to the vehicle equipment list. Work to be done with H&S before further progression.

Cycle Equipment

significant funding sourced through budget and external grants. 98 bikes purchased for G, Q, E. Awaiting final procurement actions to be signed off for sourcing the standard kit for officers. Contracts for cycle kit clothing going through procurement process. £75k from local policing budget which will provide 300-350 full kits for officers. £240k has

been/is being secured through Scottish government grant funding. This will provide bikes, shelters and improved shower facilities in some areas.

Strategic review

Discussion over the need for a strategic review of the standard issue kit and how it all marries together. This has not been done since the creation of PSoS.

Hearing Protection

Surefire EP4 has been trialled and the feedback has been positive. These are for high noise environments as they have the earpiece for airwaves and a blank which blocks extreme noise and allows conversations to be heard and situational awareness to be maintained. It will have to go through H&S Board, funding sourced and then through the procurement process which may require further trials if other products are identified (none have been so far). The Surefire EP4 is approx £15 per set.

Shields - Despite two memos from the Executive shields are still being carried in vehicles in the West. These shields are beyond manufacturer's warranty and have been stored in the back of vehicles inappropriately and their integrity cannot be tested.

One of the OSTIs present advised training is given in the use of short shields
Training should make it clear that the short shields are not suitable for containments or knife incidents. Training does not include linking shields or any other tactics.

Since this paper was last written there are double the number of trained public order officers and 900 intermediate shields purchased for op Urram will be distributed around the divisions shortly. Making the availability of public order officers better than it has been for some time.

Work still ongoing with the Personal Safety Shield (The Buckler shield) (suitable for knife incidents), but NPCC who were supportive of them have recently changed that position. Work is also ongoing in OST at an additional package of training techniques looking to deal with knife incidents and other scenarios that could be rolled out.

Work will be carried out to gather information/evidence to establish if there is a need for shields to be carried. Will also look at incidents where it may have been of benefit. Guidance to be sought from Public Order tac ads and OSTIs to assess whether shields are of benefit or may hinder safer options.

Shields –Approximately 900 public orders shields were ordered prior to COP 26 and are guaranteed for 5 years.

Estates

Servest is now established within PSoS and all reports of the service they are providing are positive compared with that of MITIE. Reports that Servest is making far better use of local contractors, particularly in the remoter areas.

Asbestos – Due to misplaced documentation, Estates are not sure if the work removal/encapsulation work has been completed following the survey in 2016. Servest carrying out work to check. Estates have procured an online Asbestos Management system.

RPE (Respiratory Protective Equipment) –

PSoS currently has no RPE policy despite there being 30 plus SOPs requiring officers to wear RPE masks from presumptive drug testing to attendance at fires and cannabis cultivations. Health and Safety Advisors have proposed a policy that is currently being discussed. Any policy decision will be influenced by the Equality Act as those who wear beards for religious or medical reasons will be affected. Any policy will be hamstrung as there is a general inability to enforce the current clean-shaven policy and basic other basic appearance standards. A decision is now overdue.

FFP3 SLWG was set up to look at the future of FFP3. Now that we have 16,500 officers and staff face fit tested what happens in the future. We have supported the proposal that all officers who may be mobilized operationally are maintained as face fitted with FFP3 and are therefore clean-shaven. We are currently receiving a steady flow of inquiries into the office regarding the fairness/legitimacy of the clean-shaven policy.

FLEET

All the remaining restricted use BMWs have now been removed from service and they are working on replacing the B57 engined BMWs with Volvos. The average age of vehicles remaining has been reduced from almost 7 to 5 years old. The focus is now back on local policing with 100 cell vans being commissioned over the next couple of months. 600 vehicles have been commissioned since last August.

Clinical Governance/First Aid

Naloxone

The report of the Test of Change went straight to the Chief without further consultation and he has agreed to the full rollout of training and carriage of Naloxone. Information has been gathered for a legal opinion on whether officers can be required to carry Naloxone.

Delivery of training will be subject to delays. The UK only receives 2 deliveries of the Nxyoid product per year and that is for use of all agencies. (25000 kits in stock with 35000 expected in November).

Refresher training will be included in OST once initial training is delivered.

Naloxone kit could be added to the first aid pouch and could be printed with Naloxone and worn on the body armour. Conversations are ongoing between Scottish Government and PSoS procurement of future orders and finance.

Recording of administrations will continue - 63 so far.

Roll out will focus on police officers as there has been no formal consultation with trade unions in relation to CJPCSOs being trained. However, at the National Police Chiefs Council, a paper on the deployment of Naloxone is being presented, with the following criteria;

- It is an operational decision for the individual Chief Constable
 - It should not be mandatory for officers to carry
 - Should only be deployed in areas identified as being high in drugs harm
 - training should be in line with CoP (College of Policing) licensed first aid training
- CoP advise that the administration of drugs is not part of the license, but it could be done by individual chiefs who identify a risk in their own area and deploy it with their own clinical governance.

It was identified that the more officers are left in the grey areas the more of the responsibility will fall to them.

National Clinical Guidance Group has no evidence to support the distribution of Naloxone to police officers.

Casualty Transport

Version 2 of the policy has been drafted. Much bigger input from SAS and direct access for officers on scene through 999 to call taker and clinical guidance. Still work in progress although draft will be coming for formal consultation soon.

Do Not Resuscitate/Do Not Attempt CPR red forms

It has been queried at First Aid training by officers what they should do if someone presents such a form. SAS advise they still have a presumption to perform CPR as they are not legal documents they are only for management of care. A form of words supporting officers making decisions re whether to attempt CPR will be developed and discussed at future meeting.

Casualty Treatment Forms

Use of these forms is improving and they are being used to evidence issues with demand and delays/nonattendance of ambulances through PPCW meetings with SAS.

With regards to near miss, one member advised that there is confusion as to when a near miss should be submitted.

The Deputy Secretary advised that the guidance previously circulated will be sent out to all WAC Reps again for their information.

ACTION – CIRCULATE NEAR MISS GUIDANCE

11 JOINT CENTRAL COMMITTEE

The WAC Secretary provided an update.

The last JCC meeting took place on 19 and 20 April 2022 at Dundee. The following is a brief update from the meeting.

Election of AGS (Conduct) –

The incumbent Assistant to the General Secretary (Conduct), Amanda Givan, is retiring from the police service (and her position on the JCC) on 1 July 2022.

Notification of an election was issued with JCC Circular 8 of 2022. David Threadgold was the sole candidate for the post and was duly elected.

The West Area Committee pass on their thanks and appreciation to Amanda Givan for all her help and assistance she has provided whilst in post.

Finance Standing Committee

The JCC Finance Standing Committee took place on the 19 April 2022. Items discussed included –

An update on the accounts and a charitable donation being made to Lebanon to support challenges for policing and managing refugees (£2,700).

Accounts for year end 2021 – These were approved and will be circulated once due process has been carried out.

Pensions –

Pensions remedy - The situation on pensions continues to be chaotic in respect of the application of the remedy (legislatively applied from 1/4/22, practical application is reserved until Oct 23).

SPPA – The General Secretary wrote to Kate Forbes in relation to the performance of SPPA, no response has been received. Concerns remain around the performance and ability of the SPPA in relation to the administration of pensions.

Operation Loch – The force has set up this meeting in response to number of retirements in PSOS. At the time of the time of the meeting, 588 officers had submitted resignation out of a potential 1659, note that this number is now up to 700. Maximum recruitment is 300 per course. PSOS are confident that they can manage the potential impact, the loss of experience is to be significant. This was entirely predictable and was highlighted in the SWFP meetings.

Change to commutation factor for those over 50 with 25 years or more service - In terms of those under 50 with more than 25 years' service, it's not discrimination, they are based on age, scheme design has always been there since 1987.

New pension calculator – Now also available on the SPPA website.

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PNB –

PNB last met 16 February 2022, focus was on pay claim (Circulated on JCC 7/22). The committee discussed the claim and benefits of publication to the membership, particularly the understanding of the membership.

PH for Platinum Jubilee – This has been granted and allocated to Friday 3 June 2022.

Additional Maternity Pay – this has been referred to EWG for further progression.

Fraser of Allander Institute – The SPF have commissioned a study on funding of police and of police officers pay since 2007.

LAA Updates –

ALLARD – Case remains ongoing, review of current offer and claims, issue around Allard is the view on 4 hours per recall, PSOS remain focused on this. Preparatory work remains ongoing for potential court. Time taken continues to impact on members particularly as a further claimant has died whilst the action remains ongoing.

HOLIDAY PAY – Update awaited from NI, this remains ongoing, and the Scotland case remains sisted. Request has been made to PSOS in relation to a negotiated settlement based on NI case however they have rejected this offer.

WHATS APP – Counsel confident that there is a case under ECHR, costs in relation to Europe have already been met, as appeal has been refused the costs for PSOS would require to be met by SPF. Appeal judgements focused on the content of the messages rather than the intrusion of privacy and right to family life of police officers.

PUBLIC ENQUIRY – This is ongoing, we continue to support members involved and are recognised as an interested party. The question of protection from prosecution post the Enquiry was refused by Solicitor General, this may change in the future.

LEGAL COMMITTEE – Has now met and any updates will be provided in due course.

The SPCF met on 22 February 2022 in relation to the workplan for the forum. There is an acknowledgement of the lack of benefits of not washing through proposed legislative changes through the forum. Workstream options include

- Legal advice and assistance
- In House Compensation
- DA Review
- Bargaining and Consultative Structure in Scotland
- Promotion and AP schemes
- Other factors – drug consumption rooms

SPA –

22

Work still ongoing to get some structure to these meeting.

Scottish Parliament and Political engagement -

Political Engagement – Resourcing and impact on local communities; need to engage with local politicians around lack of protection for communities by the police service. Desire for committee’s and representatives to engage with politicians on the state of the service. Area Secretaries will be writing to all the elected representatives from the recent Local Council Elections.

There have been three replies to recent bills still under discussion –

- Review of Bail and Remand
- Pyrotechnics bill
- Public sector Equalities duty

JNCC –

The last JNCC meeting took place on the 3 March 2022 – the meeting was held on TEAMS, issues included

On Call – Work ongoing with regards to On-call, as yet, only one department have ever approached the JCC in relation to their posts having on-call, this does not stop on-call happening, but it has to be on a voluntary basis.

Effectiveness of JNCC and Force Decision Making Structures – separate meetings in respect of consultation and engagement within PSOS, the view of the Service is that JNCC is low in respect of decision-making, the view is that this is a Regulatory Forum and signifies the lack of cognisance of consultation and engagement with staff associations.

JCC Sub Committees –

Engagement was carried out with Area Committee Office Bearers and area committees to align JCC Standing and Subject Committee’s to reflect the JNCC – proposal to formally absolve the Standing and Subject Committee’s and replace with the creation of the new structure. It was approved for dissolution;

New committees created –

- Policy, procedure, and regulation will involve work of SOP’s and previous work of L&R standing committee.
- People and Operations will resemble the operations and duty considerations; agenda from Operational Duties will fall into this group.
- Working Practices will primarily focus on shifts, there will be a need for inclusion of on-call, issues being examined in respect of deployment, risk and expectations of members.

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Meetings will be held quarterly; desire for membership to be as broad as possible, 2-3 members per area being mooted particularly the involvement of part-time representatives.

The H&S committee will continue to meet however this will be in the form of a forum and no longer a JCC Committee.

One member asked if there will be separate meetings for these committees. The WAC Secretary advised that a minimum of one full time Office Bearer (FTOB) will attend and there will also be an invite to any local representative who raises an issue for the committee.

Police Service of Scotland Reform –

Project management and change function currently operating within PSOS – challenges between implementation and project management, the Service is outsourcing project management to consultancy companies on day rates to progress projects. The best value of this approach is questionable.

Projects are being initiated and then cannot be resourced; Currently 37 projects in operation. This approach is unsustainable and cannot be resourced.

Projects in PSOS are processed and assessed on forecasted savings, the methodology and implications of net savings achieved, the savings are notional, and silo based rather than actual savings.

SPF Training –

The Vice Chair updated that Equality, H&S, new rep training and FTOB training carried out in May & June 2022 will be the last training for new reps until after the quadrennials.

Police related charities –

St George's Trust – now Police Children's Charity – Amnesty is ongoing, biggest challenge for the charity is being unable to assist families in crisis as they require to contribute to access the extensive coverage this charity can provide.

PTC continues to operate in partnership with Police Care UK, this continues to work well and the psychological program continues to be developed to provide benefits to subscribers and officers. Changes to COVID restrictions increase number of patients attending both centres.

POLICE CARE UK – There is an on ongoing reviews of funding, progression of fundraising and targets being sought from within the police charity. Options include development of

lotteries (ability to subscribe to all). They are progressing with drive and enthusiasm, Mark Lindsay is retiring in 2022 and a new Chair will be elected.

SPMT – Scheduled for 1st Wednesday of September.

NPMD – Being progressed and will occur in Belfast.

Memorial – PSOS needs to deal with drainage issues prior to progression of any remedy work required to memorial.

SPF Awards –

A number of applications received is down from last year, requests that if local Representatives are aware of any incidents or officers who may qualify, they contact the local supervisors to have a form submitted.

12 CONSULTATIONS

The WAC Secretary reported that the following consultation documents had been issued since the last WAC Meeting.

SOP consultations

- o 31.03.22 Public Sector Equality Duties in Scotland - Consultation
- o 29.03.22 Post Incident Procedures National Guidance v0.08 + Aide Memoire v0.01
- o 18.03.22 Missing Person Investigation SOP v8.05
- o 16.03.22 Bomb Threats/Suspicious Packages v11.00
- o 08.03.22 Bail Operational Toolkit - Additional Consultation
- o 01.03.22 Probationer Governance v2
- o 24.02.22 Warrants NG v0.14
- o 22.02.22 Contact, Command & Control (C3) Division National Guidance Version 2.04
- o 18.02.22 Draft Annual Police Plan 2022/23
- o 15.02.22 Fireworks and Pyrotechnic Articles (Scotland) Bill
- o 15.02.22 Care & Welfare of Persons in Police Custody v16.01
- o 14.02.22 Complaints about the Police v6.17
- o 14.02.22 Coronavirus (Recovery and Reform) (S) Bill
- o 09.02.22 Criminal Justice (Scotland) Act 2016 (Arrest Process) National Guidance v0.13 / EqHRIA

The WAC Secretary thanked the members for submitting their specialism forms which will be kept on file for reference.

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13. **MOTIONS**

There were no motions.

14. **CORRESPONDENCE**

The following items of correspondence had been received.

21/04/2022 – Resignation/Retiral from Alistair Mackinnon

30/05/2022 – Intimation of retiral from Cath McNally

The WAC Secretary made a small presentation to Cath McNally on behalf of the Committee and wished her well in her retirement.

15. **COMPETENT BUSINESS**

- Police Memorial Day

The WAC Chair advised members that this will take place in Belfast. Any member interested in attending the memorial day should email their details to Lynne Welsh at Merrylee Road

- SPF contact forms

The WAC Secretary updated the members on the database in use at SPF, and the requirement for representatives to submit an electronic contact form whenever they deal with a member. All contact forms are uploaded to the members file on the database which allows SPF to keep an accurate record of contact.

Members were advised that any conduct contacts should still be sent directly to Conduct West at conduct.west@spf.org.uk

One member asked if there was a word limit on the contact forms and the Secretary advised that the contact forms should just be completed with a brief update and any additional paperwork can be emailed in separately and will be uploaded to the member's file.

One member asked how the forms can be completed by members who do not have access to an electronic device and the WAC Secretary advised that paper copies of the forms are available from Merrylee House and can be completed by hand. IT issues continue to be raised with SPF HQ.

The WAC Secretary thanked the members for their continued assistance in taking on cases and supporting the members.

- Matter raised by the Constables Committee regarding court attendance.

Issues regarding members having to cover costs of child/family care when called to attend court at short notice was discussed. Often court dates are cancelled, and members are left out of pocket. It was suggested that officers request that an expenses claim process is put in place. This would allow Officers submit a claim and receipt for the costs incurred.

There was support for this by several members, but it was agreed that a structure would have to be put in place to avoid disparity between officers such as those who have a flexible work plan or alternative childcare available.

It was agreed that officers would have to evidence the cost for the period they are claiming for.

The Chair suggested that the matter be discussed further at the next Constables Committee and taken forward from there.

THE SPF GENERAL SECRETARY ATTENDED TO PROVIDE AN UPDATE ON THE PAY NEGOTIATIONS AND TAKE ANY QUESTIONS FROM MEMBERS

16. CLOSE OF MEETING

The Chair closed the meeting and thanked the members for their attendance. The next meeting of the WAC will be held on 8 September 2022.

Lorna Cunningham
Chair

Ian Florence
Secretary