

V.1.



SCOTTISH POLICE FEDERATION West Area Committee

Ref: IF/IG/LW/WAC2023.

Minutes of the second Quarterly Meeting of the West Area Committee held on
8 June 2023 at 1000 hours within the Glynhill Hotel, Renfrew.

1. ATTENDANCE AND OPENING -

West Area Committee (WAC) Office Bearers & Staff

Ian Florence – WAC Secretary
Iain Gray – WAC Chair
Adam Peppard – WAC Vice Chair
Gordon Cumming – WAC Deputy Secretary
Lynne Welsh – SPF Staff
Philip Maguire – SPF Staff

Guests

Lynne Gray – SPF Conduct Secretary

WAC Representatives

Jeff McFadyen
Colin Scott
Daniel Lunny
Lianne Kelly
Craig Dunn
Karen Cameron
Eddie Mather
David Leslie
Chris Thomson
Paul Elliot
David Taylor
Alistair Wright
Bob Bryce
Richard North
Gary Diver
Sean Innes
Denise Quinn
Jennie McFarlane

Elaine Sutherland
George Allsopp
Chris Hynds
Gavin Tuohy
Katie Edwards
Stephen Gray
Stuart Johnston
Stephanie Milligan
Stuart Finnie
Craig Fraser
Dougie Chalmers
Pamela McFarlane
Colin MacRitchie
Mick McCaughey
Joanne Hay

Apologies

Euan Graham
Stevie Bryson
Aaron Hicks
Lee Hamilton
Marketa Davidson
Marc Jobson
Jonathan Bruce
Michael Scott
Scott Lisett
Dougie McKinlay
Chloe Rice

2. **ELECTION OF DEPUTY SECRETARY**

In accordance with Rule 6 of the Police Federation (Scotland) Regulations 2013, an election was called for the post of WAC Deputy Secretary. Nominations for the post were to be intimated to the WAC Secretary by close of business day (1700hrs) on 12 May 2023.

The following nominations were received within the stipulated timescale -

Jennie Macfarlane

Dougie Chalmers

Each candidate was invited to speak for up to 5 minutes and at the conclusion of speeches, a vote was held. On completion of the election, Jennie Macfarlane was elected as WAC Deputy Secretary. The Committee noted the result and congratulations were extended to Jennie.

3. **SEPARATE COMMITTEES**

A brief update was provided after each of the separate committee meetings –

Constables Committee

Stephanie Milligan was voted as Chair of the Constables Committee and Denise Quinn voted as Vice Chair.

Sergeants Committee

Alistair Wright was voted as a member on the JCC with Chris Hynds and David Leslie as reserves.

Inspectors Committee

Matters discussed included on call, Disparity across the force and tax benefit.

4. **MINUTES OF THE PREVIOUS MEETING**

The draft minutes of the previous meeting held on 9 March 2023 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 reported on the actions from the previous meeting (March 2023)

1. C/F - Firearms Enquiries

Concern regarding Probationary Officers being asked to deal with firearms enquiries. Only one half- day training is provided which is not adequate.

Update - WAC Secretary to make enquiries and report back to WAC.

Ongoing

2. C/F - Transportation of Kit.

When officers raise concerns or request transportation of their kit, they are being told that it is not a common issue/request. It appears that many officers are raising this issue and all being given the same response.

Update - CS Sutherland tasked with liaising with RDU to complete a policy.

Ongoing.

3. C/F -Court Duty Change

(From Constables Committee)

Each division to collate examples of court duty change not being implemented properly and exigency being used after 3am. Short shifts not being given when due.

Email sent to all reps with a link to a form to ascertain the scale of the problem, this form has also been sent to the East and North areas. There has been a good response.

Update- This was taken to the RDG meeting. This will be run again for an 8 week period - if not nationally then in the West Area. Referred to JCC for their views.

Ongoing.

4.- Justice Committee

Information and links previously circulated on 21/02/23. WAC Vice Chair will circulate updated information and new link.

Update - Info. circulated. Any feedback to be directed to WAC Vice Chair.

Complete.

5. - Events

There is not enough information available in advance of events with regards to changing facilities. Officers are not aware of where changing areas are located.

Ensure changing facilities and refreshment information is provided in briefing in advance of events.

Update - SPF will arrange to re start meetings with Ops. Planning to ensure adequate welfare for officers at events.

Ongoing.

6.- Prisoner Observation

- Concerns raised regarding the length of time handcuffs are used on prisoners.
- Concern raised regarding excessive periods that officers are monitoring screens.

Can consideration be given to a reduction in the time officers are monitoring screens as this can have a long-term effect on their eyesight. WAC Deputy Secretary requested specific examples to take forward.

Update- Dep. Sec. (H&S) has requested information from CJSD and awaits a reply. Officers to submit near miss when carrying out lengthy obs.

Ongoing.

7- Shift pattern consultation

Update by WAC Secretary regarding above consultation. feedback forms/ Possible visits round Divisions to answer any questions. Concerns regarding no overlap of staff on weekends.

Update- The WAC Secretary updated -Two consultations running currently. One of which is for Q Div. This has been delayed slightly, as waiting for the business case.

Attended G Div road shows re potential 2/2/2. Results indicate that members are not interested in this. The consultation is still ongoing, and it is hoped to have a further update after the next LPC meeting.

Ongoing.

5. **LEGAL ADVICE AND ASSISTANCE**

23 applications for Legal advice & assistance have been submitted since the last meeting. This does not include any that have been submitted directly to Woodside Place.

Applications for Legal advice & assistance-

Employment dispute x 1
Injury on duty x 10
Criminal legal defence x 6

FAI x 3
Personal Injury (dependant) x 1
Injury off duty x 1
Property protection x 1

JCC Legal Advice and Assistance updates –

Allard – Still ongoing. Meeting have been scheduled.

Holiday Pay - The formulae has been applied and all those involved in the claim have been contacted.

The WAC Secretary reminded members that holiday pay claims would have to have been submitted at the time. Consideration will not be given to any claims submitted now.

6. **DIVISIONAL REPORTS**

The following reports were submitted.

Area 8 - L Division, Argyll, and West Dunbartonshire

- Health & Safety

No issues raised in relation to H&S

- Welfare LB

LB currently has a situation with regards to officers who have been successful with Post transfers out with the division however despite bids being submitted for them they have been told they have not been approved. To date, this is causing a great deal of concern for those affected by this and the stress of not knowing or no explanation being given. All officers concerned have requested that full time reps assist with this.

- Shifts

A new shift pattern has been proposed for Argyll consisting of 4 on 4 off with 2 additional extra shifts added to supplement the resource levels as part of this pattern.

Update in relation to this -

The positives are that the pattern has had NO Friday's or weekends off affected, the Risk and Fatigue has become more favourable by 0.1 and it will allow more scope for RRRDs and time off to be allocated.

The negative is that there is a loss of 4 midweek rest days (1 Monday, 1 Tuesday, 1 Wednesday and 1 Thursday) in total over the 64 weeks.

In short, each subgroup does 2 additional 6 on/2 off over the 64 weeks.

A copy of the amended patterns was available for members information.

All are still options, and nothing has been confirmed.

- Resource Levels

OBLs consistently run below with overtime utilised on numerous occasions to supplement the shortfalls the new proposed shift pattern is hoped to be the answer. It has further been identified that overtime opportunities are made for officers to work that a fair distribution of officers requested are not being considered especially around local officers at MAKI

- Pay Rise

Members are looking for an update with regards the pay claim.

- SMT/SLT

The last meeting with operational support was held on 20 April 2023 with regards to shift pattern change. All other SMT meetings scheduled for this year have now been cancelled. Local reps will seek assurances that these will be put back in the diary.

- Reps.

L Division currently has 4 reps. and have posts for Inspectors and Sgts reps. that require to be filled.

Area 9 - U Division, Ayrshire

- Overtime

All overtime claims have to be submitted to Inspector. Claims over one month old are not being processed.

WAC Vice Chair advised that an explanation must be provided as to why the claim has been submitted late and then it should be paid. Payment cannot be refused on any claim.

Area 10 - V Division, Dumfries & Galloway

- Overtime

Only Inspectors can approve overtime claims.

- Annual leave

Annual leave and time off are being refused due to low OBL's

Officers are spending large periods of time at Accident and Emergency. Requested that this be monitored with the NHS.

The WAC Secretary advised that there is going to be a requirement that scope will be updated to highlight the time and cost on PSoS.

Area 11 - Q Division, Lanarkshire

Local representatives attended the SMT Meeting on 17 May 2023. The end of year figures were provided. Despite conceding that the feeling amongst front line officers did not reflect the numbers, there were less incidents and crimes. Regrettably only 35% of the public feel the police do a good job.

Issues discussed,

- Thefts

Theft by Shoplifting, Theft of Fuel, Vandalism and Wilful Fire-raising CR's going to CP. Theft of Fuel enquiries proving an issue if Registered Keeper resides out with Division as CP officers have limited access to vehicles. Suggested that when CR is recorded by PAD, if RK resides outwith Division, CR is allocated to Response.

- **CIU**

CIU is currently struggling with demand. Response are being allocated Assault against child enquiries and lack of experience is proving an issue. It was confirmed that incidents will be packaged up following initial JIT by detectives and an Investigative Strategy provided to assist officers and afford them valuable investigation experience.

- CR's

E-mail circulated requesting officers retain CR's and add PF Number before filing. Issues raised that officers will have CR's in their queues for prolonged period of time. SMT confirmed that Q Division were the only division currently not carrying this out and that the request came as the result of a complaint.

Recently informed by Crime Management that if a supervisor endorses CR it can be filed without the PF Number however, still being returned.

- Red Days

Issue highlighted regarding Red Days. Officers should have the capacity to see why a date is marked as Red and once resourced, removed as a Red Day. Update at next meeting.

Loss of numbers sitting at 30 and could rise to 60.

Operation Quest – A Strategic Leadership Board was approved in May and a Resource Committee has been partially approved. The Commanders plan will be made public soon.

Area 12 - K Division, Renfrew and Inverclyde

K division reps continue to have productive meetings with the Area Commander. Minutes are taken at all meetings and shared with reps.

Commander raising actions to address queries of Reps.

- Resourcing

Resourcing badly affected by CDC.

Reduction and loss of posts across the division, 5 supervisor posts removed from KC.

Vehicle fleet, KB have more officers than cars.

Ongoing issue still present around shift variations, Force arguing against short notice shift variations being applied by SMT and resource manager in K. RDU have written to the Force Legal team for opinion.

Officers up to Inspecting ranks applying to carry over annual leave, although anticipating that this will be refused.

19 probationary officers have now arrived and shared out, KA – 5, KB – 8, KC – 5.

Service level of frontline policing reducing divisionally to an average of around 2.9 years' service per shift.

- CAP

An increase in the number of officers restricted because of ongoing CAP and delay with outcome. Commander has advised she will consult PSD for update.

Op Marsbug

This has been welcomed in Inverclyde. Officers are delighted with the assistance and grateful to partner divisions.

IT issues affecting the division.

- Community policing

Reduction of posts throughout the division affecting CPT ability to function.

No divisional update on new shift pattern process.

- Health and Safety

Sergeants concerned around resourcing levels, near miss submitted in Greenock in respect of this.

Divisional H&S Inspections completed, both Paisley and Greenock in a poor state of repair over 100 issues identified between both.

Toilet facilities at Paisley becoming a major H&S issue.

Area 13 & 16 – Greater Glasgow North and South

- Resources

The divisional reps raised concerns that the actual level of resourcing on a day-to-day basis regularly breached OBL. This was of particular concern when events were rescored which brought available numbers down to a concerning level which may place officers at unnecessary risk, this seemed to be more prevalent.

The Commander outlined that there were daily resource meetings which were utilised to identify/mitigate any issues. Wider work has to be undertaken to identify if the OBL is still current, furthermore there are no more resources therefore the division has to maximize its capability ensuring the frontline is appropriately resourced.

ACTION - The RDU are implementing RRD rather than compensatory rest. This was unable to be resolved at division therefore now sitting with the Full time Office Bearers to provide guidance. All divisions seem to be implementing their own policy rather than nationally agreed positions.

- Inspectors – on call, flexi time, duty Inspector

On call – Reps highlighted a difference in managing on call weekends.

East/North Dis split their on call weekend so there is an early shift DI 0700-1500hrs, another DI thereafter undertakes the on call. Within the West this is not the case and the DIs have highlighted concerns. It also has an impact on officers ability to claim agreed allowances therefore it was requested a review was undertaken into the appetite/feasibility for a change in the current arrangements. The Commander will consider this suggestion and report back at the next meeting.

Flexi time – the reps had identified a gap in relation to the new flexi time policy, there had also been concerns surrounding lack of knowledge from SMT. The reps have already undertaken teams events highlighting the benefits of the new policy and asked for the support of the SMT which was emphatically provided. The reps were invited to the monthly SMT to provide an input.

- Time Off

The Divisional reps highlighted concerns that time off for 2024 was being refused by the SDU as the OBLs had not been agreed. C/Supt Sutherland indicated that time off should be granted through the normal process. A discussion around annual leave not being agreed until October every year was a hindrance for officers forward planning and were also unable to communicate to the Fiscal their annual leave dates. Furthermore Christmas time off is being refused. The CI for resourcing is looking at the matter and will report back.

- Clean Shaven Policy

The SPF reps asked for support from senior management in relation to the current disparity in relation to a policy review as there had been significant confusion across the organisation in relation to the matter. C/Supt Sutherland indicated they were still awaiting official communication from the organisation and any enquiries should be directed towards divisional HR to support sensible decision making in the meantime.

- Kit transport plans

The reps asked the Division to consider implementing a kit transport plan which was fit for purpose and encouraged officers to utilise. The divisional reps offered to put forward suggestions and assist to practically implement an improved policy. C/Supt Sutherland agreed that this would be beneficial to officers and tasked an action to progress the matter. The divisional reps are in the process of having a kit transport plan agreed and put into place as soon as possible.

- Shift Consultation

The shift consultation for 222 is ongoing along with divisional inputs. There are concerns CID are not aware this consultation includes them – the division will try to encourage them to take part.

- AOCB

One of the reps raised a concern from some officers regards an increase in the use of MIRSAP for MP enquiries and that some officers felt they were not trained sufficiently or had skill-fatigue in relation to when they were last trained. It was highlighted the Divisional training are aware of this and that anything locally would need to be compared against national work.

A matter was raised where some officers on SNV lists felt unaware of how, if any their pending transfer was being progressed. A general discussion took place regards Force Executive position was that Transfers were now quarterly as opposed to monthly and that Resource Planning control the movement of officers across Divisions.

Area 14 – OSD

OSD still have 1 Inspector vacancy outstanding.

Communication with the OSD SMT's remains positive, with meetings with the SMT's planned in the next few weeks.

Issues raised -

- Beards

Concerns / complaints increased after the media release about the mandatory clean shaving policy however since the General Secretary's circular this has vastly decreased with many satisfied with the federation's stance on it.

- Roads Policing

Concerns over brand new Road Policing Officers being sent out on patrol together, this is exposing them to all sorts of dangers given the lack of training and specialist knowledge when dealing with serious or fatal RTC's. The SMT have acknowledged the problem and are looking to get core training dates moved forward and introduce localised training programmes, however until training is implemented it is a major concern for the road policing members.

- C3

C3 are still awaiting mileage claim payment for paid rest day working dating back to September 2022, numerous claims sitting waiting and senior management are telling officers to stop submitting claims to BSU as these will be rejected. Local Reps have e mailed Chief Inspector and informed them that federation advice is to submit the claims to ensure they are on system so that no officer misses out on any claims they are due. Officers are aggrieved as other divisions appear to have paid these, yet C3 continue to refuse until PNB is updated.

C3 Business Support Unit are refusing to send out JCC circulars to C3 group mailbox, saying civilian staff are complaining of too many e mails that are not relevant to them. Work around meantime is to have these added to C3 noticeboard online. E mail has been sent to div com raising concerns regards refusal to circulate important information to officers regards their pay/conditions/policies etc and the clunky nature of adding to a noticeboard where it again can be easily missed by officers.

C3 – Lack of resourcing both in controllers and Sergeants in ACR meaning divisions are regularly being covered remotely in other areas.

- Events

Concerns over the planning for UCI (Cycling event in August) within C3, officers working the 2-2-2 pattern but two of their days off have been cancelled meaning they are working 14 out of 16 days. Aware the regs are two days in 14 but if two rest days in 16, Can this be addressed if against regulation.

Area 15 – SCD

- Events

Considerable numbers of SCD officers are having rest days cancelled to work at events. In cases where officers need to submit an excusal request, they are often being told that an excusal will not be granted unless a replacement is offered. It is quite often the case that there is no viable replacement and thus puts the officer and their line manager in an impossible situation. This has been raised with the RDU but still appears to be happening.

Officers Scoped to work at events are often being told to report to various locations in possession of the PPE. A number have found the transport and safe storage of their PPE a challenge. A means for having their kit moved around would be welcomed. This was raised with G Div events planning who pushed the responsibility back onto the SCD.

- SPF Communication

Members have a huge appetite for communication from the SPF. Reasonable numbers have been in touch looking for clarification on issues ranging from Pension Remedy, Part Time Officers Annual Leave and the Clean Shaven Policy. Many members are indicating that they would welcome regular, concise and straightforward communications from the SPF directly to their mailboxes.

- Promotion Process

Officers have applied for a move within SCD, but it appears there is no room for movement. Regards the ongoing Sgt promotion process, SCD are looking to

adopt a marking scheme where reflection logs will be ignored and skills and specialisms will be marked, the driving force being that it allows for early succession planning. The My Career Team appear to be aware of this.

The WAC Secretary will speak to the SPF Vice Chair regarding promotions issue.

7. LOCAL POLICING COMMANDERS (LPC)

Meetings of the Local Policing Commanders have taken place on the 27 March 2023 and the 24 April 2023. Items discussed included –

Members being asked to attend work before start of shift time or on a Sunday evening to prepare for meetings. Discussion took place, this has been raised before and should not be happening. There is no exigency in place and members can say no. If reps are made aware of this issue still causing problems for members can they let us know.

Rostering with more than 91 days' notice – Highlighted that there is still issues in that when rostering for rest days with more than 91 days' notice then members are still not getting notified of the new rest day and these are going into the rest day banks.

Personal Health assessments – These are being utilised, and more than 160 have been arranged.

Resources – Discussion took place around new resource numbers for divisions. Divisions have been cutting vacant posts, these might not be permanent and will be looked at individually.

Events Funding – Divisions still only receiving 50% from cost recovery events.

Courts and Citations – Input was received by CJSD on what work is ongoing so far. Main workstreams are –

- More use of direct measures
- SPR pro-formas and essential witnesses – Current guidance to be reviewed and re-launched.
- Court transformation – Summary case project – Three divisions (two in the west) are currently piloting the scheme where everything is sent to the PF front loaded. So far this is showing a reduction in citations for members of 25%.

The WAC Secretary encouraged feedback re the Summary case project and asked that any information be sent into him at Merrylee House.

- Countermand management – Looking at contacting the PF well in advance of trials to ascertain if members will be required to attend.
- Use of VC for providing evidence – This has had some success in rural areas. Members don't have to travel great distances to appear at court.
- Court scheduling app – Work ongoing with Court staff to re-introduce the scheduling.

TRiM – Issue raised whereby members who had requested Trim had been left to arrange this themselves. Agreed this was unacceptable and will be looked at.

Estates – Issue raised with regards to the recording of minor jobs for estates and lack of information to divisions on what is being recorded. This will be looked at by estates.

New flexi-time arrangements – Discussion took place around lack of information. P&D confirmed that the SOP was out for consultation. Should be more information available now.

People & Operations Delivery Group (PODG)

The WAC Chair advised members that the PODG had been almost abandoned, and the last meeting was almost 6 months ago.

The SPF Vice Chair introduced the Chairs and the group of ACCs (as mostly all were new). There was an initial discussion about how the meetings should run. The next meeting is scheduled to take place in 2-3 weeks with substantive items. Any update will be provided at the next WAC.

8. JCC SUB COMMITTEES

Policy, Procedure and Regulation

The WAC Deputy Secretary provided an update on the current figures for on duty/off duty conduct cases.

People and Operations – WAC Vice Chair

The last meeting of the People and Operations Sub Committee was held on 15 March 2023.

Leadership, Training & Development

It was highlighted that the previous figure reported that 56% of the force were awaiting OST had now reduced to 28% but the Chair would raise this on 11 April and request that accurate figures be provided, the SPF Chair advised that this had not been progressed and the original deadline set for March had been extended again.

Special Constabulary

There had not been a special constabulary group meeting, but the next meeting was scheduled to take place in April. It was highlighted that the force still planned to increase the number of special constables from 450 to 1000.

My Career & ACDLP

It was confirmed there had been no recent meeting for My Career, but the Chair would attend the next meeting.

Concerns were raised regarding concerning My Career and specifically the use of reflections logs as a basis for promotion as supervision logs would be invalid.

Equality, Diversity & Inclusion

It was advised that the AGS (People & Equality) would attend E & D monthly meetings within PSoS. It was reported that Policing Together had a new ACC.

Equality training dates 2023 -

- 1 Day FTOB Glasgow held on 22nd February
- 2 Days Initial Reps held on 15th/16th May Dundee
- 2 Days Initial Reps held on 6th/7th June Glasgow

There was a possibility of more courses later in the year. 2024 would be refresher training for reps who had been actively involved in the portfolio.

Grievances

It was confirmed that there was a new toolkit available for grievances. This would provide a new set of resources and guides for line managers to show positive proactive engagement with their officers, particularly on progression and resolution of situations that can be often challenging.

Any local representatives supporting members with grievances who are not being provided with regular updates should advise the WAC Vice Chair.

Ill Health

The AGS (People & Equality) reported that as of end of February, there were 89 officers in the process of IHR/IOD which was a great reduction in case numbers.

Of those officers, 43 were awaiting an SMP appointment and the remaining 46 officers were either allocated an appointment or had an SMP appointment. It was further reported that the average wait time from referral to SMP appointment for those who had an IHR SMP appointment in February was 10 months, but this was expected to reduce even more in March.

Due to the additional SMP appointments in January, the number of Posting Panels and SPA meetings had been increased in order to progress as many cases as possible.

Pro Forma

At the WAC March meeting, the use of Pro Forma was raised for submission of Particular Case Status/Grievances and request for officers to enter the IHR process. These have since been disseminated, alongside guidance on using them and should allow continuity in our submission to the Service.

Any feedback or questions regards the forms should be raised with the WAC Vice Chair.

One member asked regards timescales on grievances and the WAC Vice Chair advised that they should be acknowledged within 14 days and ideally concluded within 4 weeks. This very much depends on the nature and details of the grievance; however, they should be dealt with timeously and regular updates should be provided.

Date of the next meeting of the People and Operations Sub Committee is to be confirmed.

Working Practices – WAC Chair

The last meeting took place on 15 March 2023.

Amongst the items for discussion were potentially training DIGI dogs that can sniff out a sim card.

There had been a suggestion that the force could get three vans to drive around doing all the downloads of mobile phones in order to get them back to cops quicker, this is in the 'nice to have' bracket and not likely due to funding.

Substantive discussion on body worn video and the needs and benefits of this. Business case will likely be completed this year but funding not likely until maybe 2025.

Other substantive items discussed were the tightening up of exigencies in the Workforce Agreement (WFA).

Other matters discussed were funded officers and cancellation of rest days including the use of the word indicative, again this will be subject of a verbal update.

Health & Safety – WAC Deputy Secretary (H&S)

Your Safety Matters-

Nationally in the last year, 6657 police assaults in the last year. a reduction of 6.5%. Also, slight decrease to 26.2% of those incidents resulting in injury.

Nationally 7818 SCoPE accident reports in the last year of which 4820 were related to assaults.

183 RIDDORs in the year. (Still includes some COVID reporting.)

West 3,416 SCoPE accident reports, 2,384 relating to assaults.

73 RIDDORs.

Survey found that most officers believe that there is no point in providing an impact statement as there is little confidence that COPFS will take it into account.

217 STOs trained in the last quarter, 600 on the list to be trained. 218 uses during last quarter of 2022/23.

Increase in police assaults noted in Custodies and police vehicles.

Fire Safety

2600 officers and staff have never completed the Fire Safety Awareness package on Moodle. It was previously thought this was the number out with certification, but it is actually the number who have never completed it.

Level 4 Obs

Enquired with CJSD over the increased use of level 4 obs. Informed that this is a policy informed by PSD and PIRC when prisoners are refusing a strip search. Details of policy requested along with the risk assessment. Waiting for a response at the time of writing.

Estates

Mandatory PPM (Planned Preventative Maintenance)

Still failing to carry out the Mandatory PPMs to the agreed minimum level.

Advised that a Compliance Lead has been employed and they were now being challenged regarding failings.

Structural issues found with buildings using Reinforced Auto cladded Aerated Concrete (RACC) Panels causing much panic. RACC was typically used in post-war up to 1990s in buildings with flat roofs. 93 buildings in total have been surveyed.

Only 3 locations have been identified as having RAAC – none in the west.

Legionella

The contract for carrying out all of the water risk assessments has gone out to Tender. PSoS hope to have them completed within a year.

New Ayr Office building official opening on 14 June 2023.

C3

The stairs at Helen Street have been repaired.

RPE Policy

Consultation on going.

EqHRIA received on 12th of May 23.

Statutory Staff Associations have met and a joint letter has been sent to the Chief Constable registering objections to the introduction of an RPE policy in its current format, due in part, to lack of information as to how such a policy would affect the membership.

An HSE guidance document released Sep '22 states :

"You should note that under health and safety law, employers cannot require workers to be clean shaven; this is because alternative RPE to tight fitting respirators are available and can be used instead."

Academics have offered pro bono support to assist in analysing data and this will be used in any legal process and the JCCs ultimate decision on any agreement of any policy.

Footwear

The policy is being changed to issue boots to those who are not considered frontline but can be deployed.

Mobile Device Charger Explosion

3500 of the same kind were issued and comms has gone out advising that they should not be used. BT have asked for the return of 1500 of them for independent testing to ensure that they are safe. 50,000 units have been distributed in the UK and no other known issues.

Clean Shaven Policy

Discussion took place regarding the recent JCC circular on clean shaven policy.

Boots

WAC Vice Chair advised that boots are now being issued at Tulliallan. There may be some probationers who still do not have them, and they should apply to the business unit.

9 **JOINT CENTRAL COMMITTEE**

The last meeting of the JCC took place on 18 and 19 April 2023. Items discussed included –

Finance Standing Committee

The JCC Finance Standing Committee took place on 19 April 2023 where the following matters were discussed –

Financial risk register – the highest risk is the decline in numbers of officers within PSOS.

The member benefit trusts are currently healthy – looking at ways to benefit the members. Local Representatives to feed in any suggestions.

PNB –

Pay Claim 2023/2024 – JCC Circular 11 of 2023 has been published providing Q&A information. Still waiting on the official side to reply.
No further meeting dates confirmed yet.

Engagement with MSP's and Local Councillors -

Members in attendance were encouraged to contact their MSP's and Local Councillors and have members at Division do likewise.

It was noted that the JCC Circular was very well received by members in terms of the Q&A information.

The WAC Secretary advised members that short PNB updates are generally provided. The PNB are split into 2 parts – The main PNB and the Technical working group – this is where items get listed in the PNB handbook. The Secretary highlighted recent outstanding issues to the members for their information –

Public Holiday – A Circular was put out with regards to the Additional Public Holiday.

Short notice rest day working allowance for Inspector/Chief Inspector ranks – This has now been added to the PNB handbook (4.9). This is payable when a PI/CI receives less than 48 hours of a requirement to work on a rest day. This is in addition to the provisions of a RRRD and provided the PI/CI works at least 4 hours is also payable in the following circumstances –

- Where the PI/CI was required to work on a rest day during a period of on-call.
- Where the PI/CI was detained on duty into a rest day.
- Where the PI/CI rest day is re-rostered with less than 48 hours' notice in anticipation of an operational need for which in the event they are not required to attend duty, but the officer chooses to work on their rest day.

(Such a requirement to work on a rest day would also count towards the excessive rest day disruption allowance. Is not payable for a specific event or operation where the use of double lock rest day mechanism has been agreed.)

Public holidays - Additional days public holiday.

In regard to circumstances where an officer gets paid and receives an additional p/h as it was less than 8 days' notice, One member asked if there is there any clarification over who has precedence on choosing when that p/h is allocated?

ACTION - This matter will be taken to JCC and an update provided at next WAC Meeting.

Flexible working (Inspector and above)– SOP was out for consultation, should now be in place.

Updates to PNB Handbook – There has been some minor amendments to certain parts of the PNB handbook as follows –

- 1.10 – Time for refreshments – Amendment (Typo error)
- 2.6 – Requirement to work into a PH – Amendment (amendment to paragraph a)
- 3.1 – Annual leave – Amendment (New leave amounts for length of service)

3.13 – Parental leave – Amendment (Paragraph C added)

4.2 – Overnight allowances – Amendment (Made clearer)

Pensions –

Ill health pensions – Members who have left the scheme – Looking to remove the ill-health retiral refusal aspect.

2105 remedy – Still a lot of aspects needing clarification.

GAD – Commutation factors – New figures released by GAD which took effect on April 3rd 2023 for the 87 scheme commutation factors. All updated, figures are available on the SPPA website. (GAD produce/review these figures around every 4 years, there is no consultation or notice prior to the figures being released.)

Auto enrolment – Begins again in May 2023.

JNCC –

The JNCC met on the 21 February 2023. Items discussed included –

On-call

Review so far hasn't gone well, discussions mainly around Superintendents and Chief Superintendents. Concern from SPF that there will be an increase in the use of on-call to cover shortfalls in numbers.

SPF Training –

Further training courses had been arranged for H&S (IOSH) and Equality.

JCC Other –

Scottish Police Consultative Forum

The SPCF met on 22 March 2023. Items discussed included –
Acting/Temporary ranks – This has been updated onto the PNB Handbook.

PDLP – Members with the old exams are still eligible to apply. When doing one year probation as a Sergeant, this doesn't have to be in an operational role.

Strategic commitment working group – This has been split into two strands – Justice and Health.

SPA

The SPA board meeting was held on the 22 February 2023. Items discussed included –

Resources – Discussions took place around the drop in members numbers. Each division has now been advised of how many posts it is expected to lose. (The Area secretary and chairs are meeting with the Divisional Commanders and ACC's in relation to the drop in numbers.)

New Chief Constable – Interviews due to begin to find a replacement.

Flat cash settlement – £80 million was provided to the SPA/PSOS, from that £48 Million was already used to pay for last years pay deal etc and the remaining £32M has already been earmarked).

Scottish Police Budget and Finance

Policing numbers will be 16638.

Police Overtime – Each division is being expected not to exceed the overtime budgets that they have been provided.

Scottish Parliament and Political engagement

Still engaging with political parties.

Police Service of Scotland Reform –

Budget – Reform budget is down from £28m to £20, this will be guaranteed for 5 years.

EUROCCOP

The meeting was held in Belfast in April 2023. Main item for discussion will be industrial rights in the public sector.

ICPRA

Next meeting is in June 2024.

Police related charities –

No relevant updates re charities.

SPF Awards – Nominations for the 2023 awards phase 1 closed on 30 May 2023. Work is already underway to gather phase 2 responses. Judges have been identified from each area. As of 23 May 2023, there had been 65 nominations from the West area.

Other matters from JCC –

Motion

The North area put forward a motion to look at SPF communications applications. An Amendment was put forward changing it to 'That this JCC form a working group to look at all aspects of communications and report back to the JCC' The amendment was passed. After a short discussion the motion was passed.

A working group has been formed to look at what kind of communications should be considered. No App is in progress at this time.

The WAC Secretary wrote to all WAC reps asking that they consult with members.

Workforce Agreement – Discussion took place in around the Workforce Agreement which is due for renewal. Items discussed included –

- Removal of word 'indicative' in relation to rest days.
- Re-rostered rest days should be 'like for like'.
- Clearer guidance on rostered start times when more than 91 days' notice is used.
- Moving of kit
- Exigency – Far too open to interpretation.
- Health assessments.

The Deputy Secretary noted the items raised. Some of the items can be discussed at other meetings.

One member asked if SPF can withdraw from the WFA if unhappy with any aspects of it ?

ACTION – WAC Secretary to raise this and report back at next WAC

Pensions claim – WAC Chair asked what the update was on the pension legal claim. Advised that this had originally been sisted until June 2023. There is over 5000 members involved in the SPF legal claim.

The WAC Secretary made a small presentation to Lynne Gray who had recently taken up the post of SPF Conduct Secretary

10. JOINT CENTRAL COMMITTEE CIRCULARS

The following JCC Circulars have been issued.

2/2023	Scottish Police Federation Office Bearer Changes – Information
3/2023	Pay Negotiations 2023 – Information
4/2023	Elections of Assistant to the General Secretary (Conduct) (AGSC) of the Scottish Police Federation (SPF) – Information
5/2023	Pay Update – Information
6/2023	Additional Public Holiday – Coronation of HM King Charles III – Information
7/2023	Pay Claim 20223-24
8/2023	JCC & FSC Minutes February 2023 – Information
9/2023	Compulsory Carriage of Naloxone - Information
10/2023	Regulations, Rules & Standing Orders- information.
11/2023	Pay Q&A Information
12/2023	Overtime and rest day working compensation – information.
13/2023	Scottish Police Pensions scheme
14/2023	Age discrimination pension claims – Information
15/2023	Letter from SPF General Secretary to Chief Constable re his claims that PSoS is institutionally discriminatory - Information.
16/2023	The Scottish Covid-19 Inquiry Leaflet – Information
17/2023	Clean-Shaven Policy - Information

A discussion took place around how circulars are sent out and the fact that they can be online before Reps have had them emailed by the area Secretaries. The General Secretary will look to have circulars sent to all reps at the same time that they are sent to Area Secretaries.

The WAC Chair opened discussion on Circular 15/2023 – (Letter to the Chief Constable re his claims that PSoS is institutionally discriminatory) and views were noted.

11. **CONSULTATIONS**

The Secretary will report and answer questions on SOPs issued for consultation since the last meeting.

- 29.03.23 Daybooks NG v0.05 & EqHRIA
- 29.03.23 CIMU National Standards for Operational Users National Guidance, v0.10 Standard Request
- 13.03.23 Parental Leave V6.01
- 02.03.23 Special Leave Procedure v6.02
- 01.03.23 ASB Policy v2.01
- 28.02.23 Acting Ranks (Police Officers) Procedure (to be published as V1.0)
- 8.02.23 Consultation on the draft Police Negotiating Board for Scotland (Constitution, Arbitration and Qualifying Cases) Regulations 2023 and the draft Constitution of the Police Negotiating Board for Scotland.
- 14.02.23 Invitation - Call for Evidence - Independent Commission on UK Public Health Emergency Powers
- 23.02.23 ACU/211/23: Local Consultation - PSD/ACU Professional Obligations Reminder & Welfare Form
- 20.02.23 Pay Procedure V2 & EqHRIA

12. **MOTIONS**

There were no motions.

13. **CORRESPONDENCE**

The following items of correspondence were received -

- 16/04/2023 – Letter of resignation from Linda Mathers
- Nomination for post of Deputy Secretary (conduct) from Jennie Macfarlane
- Nomination for post of Deputy Secretary (conduct) from Dougie Chalmers
- 21/05/2023 – Letter of resignation from Catherine McAndrew

14. **ANY OTHER BUSINESS**

Area Sub Committees –

The WAC Secretary advised members that there was the possibility of some change to the committee meeting structure whereby local Equality, Health and

Safety and conduct meetings may be held. The matter will be discussed further at the JCC and members will be kept updated.

Quadrennial elections

The WAC Secretary advised members that the matter of returning to the quadrennial election process will be raised at the next meeting of the JCC, as the current system does not appear to be working effectively enough to fill all posts.

The WAC Secretary requested members thoughts on whether the current vacancies be filled now or wait until after the quadrennials, which will take place in six months' time, when effectively everyone will be up for election.

The committee agreed to wait until the quadrennials in 6 months' time.

Members were reminded that observers can attend the WAC Meetings provided advance notice is given to the WAC Secretary/WAC Chair. This will give members a chance to see the workings of the committee and how the FTOB's can support local representatives.

Discussion around SCD colleagues being underrepresented. Many ongoing issues are not relevant to Detective Officers, and they often face other issues that may not be highlighted.

OSD representatives are trying to encompass all areas to ensure all officers are supported for all issues.

One member highlighted communications and suggested that an App. May be of benefit for better communication with officers receiving information relative to their own department.

ACTION – Raise at the next FTOB meeting regarding the re design of the make-up of the area committee in respect of Areas/ Departments. Currently the website shows the area that Reps. represent, not where they work.

The WAC Chair requested the representatives update on their preferred method of contact, either work/mobile telephone number or by email.

15. **CLOSE OF MEETING**

The WAC Chair closed the meeting and thanked members for their attendance. The next meeting will be held on 7 September 2023.

Iain Gray
Chair

Ian Florence
Secretary