



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

JCC Circular 56 of 2016

Ref: CS/DJK/LS

31 October 2016

Attachments: Equality
H&S
FSC
Operational Duties

Dear Colleague

Subject/Standing Committee Minutes October 2016 – Information

I refer to the above and attach herewith, the Minutes from the above meetings for your information.

The Conduct Committee Minutes will be circulated separately.

Yours sincerely

Calum Steele
General Secretary



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

**Joint Central Committee
Operational Duties Standing Committee**

Ref: CS/DJK/LS

MINUTES

12 October 2016

1. Attendance, Opening and Minutes of Previous Meeting

| | |
|--------------------|--------------------------|
| David Hamilton | North Area Committee |
| Steve Thomson (VC) | North Area Committee |
| Grant McDowall | East Area Committee |
| Martin Bertram | West Area Committee |
| Malcolm Macdonald | West Area Committee |
| Brian Docherty | Chairman |
| Calum Steele | General Secretary |
| David Kennedy | Deputy General Secretary |
| Peter Jones | H&S Secretary |
| Lesley Stevenson | Business Administrator |

Apologies were received from Brian Jones, Jackie Muller and Andrea MacDonald.

The Chairman opened the meeting by welcoming everyone and by thanking them for attending.

The Minute of the last meeting had been circulated with JCC Circular 46 of 2016.

2. ACDP, Police Diploma & Special Constabulary

There had been no meetings.

3. CBRN

There had been no meetings.

4. Consideration of JCC Consultation

There were no live consultations relevant to the Operational Duties Committee at this time.

5. Post Incident Procedures

The Deputy General Secretary said that he had been asked to give an input at a course in December. The Committee discussed the PIRC routinely seizing items from officers. The General Secretary said he would raise the matter at the JNCC and would put on the Agenda of the Consultative Forum. He would also raise it with PIRC in the near future. The General Secretary asked that examples be sent to him by the end of the week.

6. Workforce Agreements (WFAs)

The Deputy General Secretary said that amendments to the WFA were being considered and VSA's in some areas were under consideration for changes back to "regulatory shift" patterns. Members agreed that it was important that the provisions of the working time regulations were reflected in any new agreement which should cover all officers.

7. Custody

Members discussed the wearing of PPE, PAVA and batons, toilets and risk assessments as they related to custody centres.

8. Force Armed Policing Monitoring Group

The SPF Vice Chair had attended a meeting on 14 September 2016 and had submitted a Central Meeting Register form. Amongst the matters discussed were the storage of weapons; training and fitness testing; vehicles; body armour; deployment; numbers of trained officers and the employers' duty of care.

9. 3C

Members discussed budget; posts at Bilston and a shortage of people to fill them; Grade 3 calls and supervision. The H&S Secretary and Brian Jones were to meet with Mr Hawkins in relation to these issues.

10. Review of Superintending Ranks Strategic Review Group

It was reported that the SPF Vice Chair and David Hamilton had recently attended a meeting of the Culture & Leadership Development Programme (2026) Project. It was noted that a Superintendent on-duty pilot was ongoing. The personal development conversation had gone live.

It was agreed that this item could be removed from future agenda's.

11. Impact on Inspecting Ranks Steering Group

It was reported that ACC Williams was now dealing with this issue. An update on the Superintendents Review and the Inspectors' and Sergeants' Surveys was given.

12. Allard Case – Recall to Duty Payments

It was reported that some difficulty was being experienced in obtaining documents from PSoS and that legal advice had been sought.

The Deputy General Secretary also reported on progress relative to the holiday pay claim and held in reserve. Members discussed the importance of an early resolution to these problems but acknowledged that the legal process was often lengthy.

13. Mountain Rescue Teams

It was agreed that this item could be removed from future agenda's.

14. Competent Business

Members discussed the next phase of the “#itswhatwedo” project which would involve filming in Finnieston. Assistance from members was requested and Martin Bertram and Brian Jones volunteered.

The Committee discussed re-rostered rest days for football at Hogmanay, the whistleblowing policy and counter terrorist duties in London.

15. Closure

Date of next meeting: 18 January 2017 2016

The Chairman thanked everyone for their contribution to the meeting and wished them a safe journey home.



Scottish Police Federation
5 Woodside Place Glasgow G3 7QF

**Joint Central Committee
Finance Standing Committee**

Ref: CS /DJK/LS

12 October 2016

MINUTES

1. Attendance, Opening and Minutes of Previous Meeting

| | |
|-----------------|-------------------------------|
| David Hamilton | North Area Committee |
| Grant MacDowall | East Area Committee |
| Martin Bertram | West Area Committee |
| Calum Steele | General Secretary / Treasurer |
| David Kennedy | Deputy General Secretary |
| Brian Docherty | Chairman |

Lesley Stevenson Business Administrator

CONFIDENTIAL - Not for circulation beyond JCC
The Chairman welcomed everyone to the meeting and thanked them for attending. Apologies were received from the SPF Vice Chair and Brian Jones.

The General Secretary / Treasurer updated the meeting on staffing; notifying that Steven Maitles was no longer with the SPF and that Laura Kennedy was commencing a period of maternity leave. Replacement cover had been secured.

The Minute of the last meeting was distributed with JCC Circular 46 of 2016 and was approved.

2. Scottish Government Grant Account

The General Secretary reported that discussions still continued with the Scottish Government about the withdrawal of the Grant. A Memorandum of Understanding was being developed by the Scottish Government.

3. SPF Voluntary Fund Account

There was nothing to report and the account was operating as normal

4. Trust Accounts

There was nothing to report.

5. Investments

The General Secretary told the Committee that Mr Stephen Quaile, SPF Investment Manager, had offered to attend a future meeting to speak to FSC members and SPF Trustees on tweaking the investment portfolio. The Committee thought this was appropriate and a meeting was to be arranged in the near future.

*Note – The meeting between members of the FSC and the investment manager was held on the 19th October. After a lengthy meeting, members of the FSC satisfied themselves that the investments continued to be managed in line with expectations and that no changes to policy were required.

6. SPF Accommodation

It was reported that FES was to become the SPF's facilities management company beginning 1 November.

The Deputy General Secretary reported on the required remedial works for the conference room extension at Woodside Place. He explained that the quote to repair the extension was in the region of £150-200,000 and the bulk of this was as a consequence of the need for a complete new roof.

For comparison purposes the Deputy General Secretary reported that he had asked Keppie Design for refreshed designs for the extension at Woodside Place. He provided the meeting with a concept drawing prepared by them.

The meeting noted Keppie had been involved in the refurbishment of Woodside Place and were also the architects for the original extension proposals. The estimate for a completely new extension was around £346,000.

It was noted that the boiler needed to be upgraded as the heating in the conference room was woeful.

The General Secretary reported that increased capacity offered considerable options in terms of future staffing as well as the potential to accommodate future meetings of the JCC.

After discussion it was agreed that the General Secretary would prepare a brief on the potential future considerations for the SPF indicating how these could be accommodated within a redeveloped space.

7. Member Services

The Chairman gave an update from the Vice Chair and said that a template letter had been prepared and was to be sent to a maximum of six brokers who were specialists in the market. Carmichaels had been asked to provide figures regarding the SPF's claims history. It was hoped that this would be done by the beginning of December. Trustees would make the final decision when the bids were returned in January.

The Vice Chair and Deputy General Secretary continued to examine the feasibility of bringing salary replacement in house so all brokers would be asked to quote with and without salary replacement.

Work had begun on a new presentation to be delivered to probationers at the SPC which would hopefully standardize everything making it easier for those delivering the input. As there are approximately 800 members not in the Voluntary Fund, a recruitment campaign was also being looked into to tie in with the beginning of the new Group Scheme.

8. Financial Risk Register

There were no immediate financial risks discussed.

9. Estate Maintenance Programme

The Deputy General Secretary told the Committee that the FES contract would begin in November 2016.

10. VRU Funding

The General Secretary circulated a letter he had received from Chief Inspector Graham Goulden seeking a £10,000 donation to their campaign. The Committee agreed to give the donation.

11. Brexit

The Committee discussed potential impacts of Brexit and an independent report which would be shared with Committee members.

12. Competent Business

The General Secretary told the Committee that he had successfully bid for a weekend break at a recent charity function. He thought it would be a good opportunity to show appreciation of the efforts of officers who work in particularly challenging situations and asked the Committee to send suggestions to him preferably before the JCC meeting in November.

13. Closure

Date of next meeting: 18 January 2017

The Chairman thanked everyone for their contribution to the meeting and wished them a safe journey home.



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

Joint Central Committee Health & Safety Subject Committee

Ref: CS/DJK/LS

MINUTES

11 October 2016

1. Attendance, Opening of Meeting and Minutes of Previous Meeting

| | |
|---------------------------|-------------------------------|
| North Area Committee | Linsey Burns (VC) |
| North Area Committee | Davie Smith (by VC) |
| North Area Committee | Steve Thomson (by VC) |
| East Area Committee | Stephen Clark |
| East Area Committee | Hugh Loudon |
| West Area Committee | Stuart Finnie |
| Deputy General Secretary | David Kennedy (meeting Chair) |
| Health & Safety Secretary | Peter Jones |
| Business Administrator | Lesley Stevenson |

Apologies were received from Brian Jones and Paul Connelly. No apologies were received from Andy Hastie.

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

The Minute of the previous meeting had been circulated with JCC Circular 46 of 2016 and was noted.

2. Matters Arising

2.1 Action Log

An action log from the previous meeting had been circulated. The Secretary gave an update in relation to the outstanding actions from the previous meeting and said that Actions 5, 6, 11, 12, 15 and 16 were ongoing. Actions 13, 14 and 17 were closed.

2.2 Female Body Armour Questionnaire

The Committee was informed that the survey details had been sent out to members and all responses were being returned directly to the University.

3. Standing Items

3.1 SPF H&S Updates

Area Committees

North

It was reported that the North Area met on 26 September. Amongst the items discussed were PPE for custody officers, topics for Conference, meeting dates for 2017/18, the replacement of batteries in the body worn cameras and the carriage of equipment by firearms officers. The H&S Secretary said that he had spoken to Bob Glass (firearms training) who had told him that the force had to purchase new carriers to cope with the ceramic plates. He would keep the Committee updated.

The Committee discussed the requirement of officers to wear personal protective equipment within custody division. The Committee agreed that officers should wear it in custody areas and the H&S Secretary said he would take these views to the National Custody H&S Meeting.

East

Hugh Loudon said the East Area met on 27 September and was very well attended. Amongst the matters discussed were operational base levels (OBL's), resilience and the issue of the fire safety manual. A number of workplace inspections would be carried out within the following six weeks.

West

Stuart Finnie told the Committee that the West Area met on 5/6 October and amongst the items discussed were PAVA and lockers, fleet, and equipment lists. The topic chosen for Conference 2017 was fatigue.

The H&S Secretary said he would speak to OST (officer safety training) regarding lockers and the storage of PAVA. He would also speak to Fleet Management regarding the importance of vehicle checks/maintenance of fleet vehicles.

A meeting was to be held in early November regarding uniforms.

Custody Sub Group

There had been no meetings.

Operational Support Division (OSD) Sub Group

It was reported that an OSD meeting had been held the previous day regarding the accident/investigation into an RTA involving an abnormal load. Roads Policing had accepted all recommendations suggested by SPF.

3.2 PSoS H&S Updates

It was noted that the Force H&S Board and APhSA had not met since the previous meeting. The Next Force H&S Board was due to be held on 2 November 2016.

Uniform/PPE/OST last met on 19 August and the Minute was awaited. Amongst the items discussed at that meeting were 'winter' clothing and hats. It appeared that the items had not been ordered as yet, ACC Higgins had instructed that this was done as soon as possible. The winter hat was about to go out to tender and it was expected that trials of it could begin in December.

Gary Mitchell is to attend the next meeting in November.

3.3 Other H&S Meeting Updates

Joint UK H&S Meeting

It was reported that the Joint UK had not met since the last meeting.

TTEWG

TTEWG Minutes had been circulated to the Committee.

3.4 Inspections/Investigations

It was reported that there were currently no outstanding investigations and all reports had been presented to the Force. Their response is awaited. The H&S Secretary gave an update on a meeting he had with Roads Policing the previous day in relation to an RTA involving an abnormal load. He also said that there was no update relative to the issue with BMW's and that he had contacted the DCC that day. It was noted that there had been another incident and Neil MacDonald was dealing with it.

3.5 Training

It was reported that the H&S Secretary and SPF Vice Chair were currently looking at the provision of training in relation to mental health issues i.e. Mentally Healthy Workplace. This training is to be rolled out to H&S representatives and all full time office bearers, hopefully at the next Area Meetings. The H&S Secretary said he was to attend a training course on Mental Health First Aid later that week.

4. New Business

4.1 Conference 2017

It was reported that the H&S topic for Conference was to be Mental Health and Wellbeing.

4.2 H&S Leaders Seminar PFEW

The H&S Secretary told the Committee that PFNI/PFEW carried out a Welfare Survey and that he hoped to do the same for Scotland. He said that it could be launched at Conference 2017. This was agreed by the Committee.

4.3 Trade Union Trends Survey

A paper had been circulated with the Agenda. An update on the paper was given by the H&S Secretary. The survey is carried out every 2 years and is a good benchmarking exercise

for safety representatives. The Joint UK H&S group are contacting the TUC to see if we can be included in the next survey.

5. Correspondence

There were no items.

6. Competent Business

See item 4.2 above.

7. Closure

Date of next meeting: 17 January 2017.

The Chair thanked everyone for their contributions to the meeting and wished them a safe journey home.



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

Joint Central Committee Equality Subject Committee

Ref: CS/DJK/LS

MINUTES

11 October 2016

1. Attendance, Opening and Minutes of Previous Meeting

| | |
|--------------------------|-------------------------------|
| North Area Committee | Caroline Scobbie (VC) |
| North Area Committee | Neil MacDonald (VC) |
| North Area Committee | Gordon Forsyth (VC) |
| East Area Committee | Nigel Bathgate |
| East Area Committee | Andy Malcolm |
| East Area Committee | Allan Symington |
| West Area Committee | Lorna Hogarth |
| West Area Committee | Gemma Beattie |
| West Area Committee | Andy Hastie |
| Deputy General Secretary | David Kennedy (meeting Chair) |
| Business Administrator | Lesley Stevenson |

Apologies were received from the Equality Secretary, SPF Vice Chair and Fiona Morris.

The Chair opened the meeting by welcoming all present and thanking everyone for attending,

The Minute of the previous meeting had been circulated with JCC Circular 46 of 2016 and was noted.

2. Matters Arising

2.1 Action Log

An update was given on the Action Log.

2.2 Specialist Role Fitness Testing

It was noted that the Equality Secretary had requested details of injuries relative to the bleep test from the H&S Secretary and his response was awaited. Nigel Bathgate met with John Gillies on 18th September and agreed to meet again when his replacement was in post.

2.3 Conference 2017

Nigel Bathgate had emailed the equality leads in the three areas regarding themes for the equality input at conference. Work would continue on this matter.

2.4 Hate Crime Initiatives

It was noted that Nigel Bathgate had circulated a paper on National Projects on hate crime to the Committee.

ACTION: Nigel Bathgate – follow up (Unit in Fettes)

2.5 Equality Secretary Role

It was noted that an election for the Equality Secretary had been held at JCC in August and Nigel Bathgate was elected into the position. It was agreed that this could be removed from future agendas.

2.6 EU Referendum – Impact on officers from EU countries

At the last meeting the Committee was informed that the Equality Secretary had been working to identify any officers who did not have UK citizenship in order that they could be properly supported. Any examples were to be sent to the Chair or Secretary as soon as possible. No examples were received. It was agreed that this item would remain on the agenda.

3. Standing Items

3.1 PNB(S) Equality Working Group

An update was given on the last meeting of this group held on 31 August:

Equal Pay Audit

It was noted that data had been received and was currently being reviewed.

Occupational Pay for officers taking Shared Parental Leave

It was noted that the OS advised that the SS claim had not been agreed but the OS would take this issue back to the EWG as part of the Policing 2026 project. The Chair stated that he would like to see proposals on 2026 brought to the EWG or PNB relatively quickly.

Part-time Audit

It was noted that an agreement had been reached and was ratified by PNB on 28 September. A PNB circular was awaited.

The Committee was advised that the next meeting of the PNB(S) EWG would be held on 8 December.

Equality Impact of wider modernisation

It was noted that the OS confirmed they were considering principles around wider modernisation and confirmed that Equalities and Wellbeing would be key factors in this process. There were no further details given.

3.2 PS/SPA P&D E&D Governance Group

There had been no meetings. The Equality Secretary had raised her concerns about the lack of commitment to progress this issue with DCC Fitzpatrick and said she would raise it again at the next meeting.

3.3 Agility & Flexible Working

There had been no meetings.

3.4 Protected Characteristics

3.4.1 Disability

It was noted that the Equality Secretary and the East Equality Lead (Nigel Bathgate) had met with a member of the HR Team Dalmarnock, and discussed the Review of Disability in Employment SOP. A number of points were raised and Clare Cameron said that she would consider the points in her review before circulating it for consultation. A similar arrangement relative to Attendance Management was expected.

3.4.2 Maternity

It was noted that a review was still awaited. This had been highlighted to DCC Fitzpatrick by the Equality Secretary at their last meeting.

3.4.3 Sexual Orientation

There was no update. It was agreed that this item could be removed from future agendas.

3.4.4 Transgender

There was no update. It was agreed that this item could be removed from future agendas.

3.5 Consultations

There were no ongoing consultations that only related to Equality.

3.6 Training/Legal Updates

There was nothing to report. The DGS said that the SPF Vice Chair was considering training courses for the Committee and said that members should email their requirements for training to her as soon as possible.

4. Correspondence

There were no items.

5. Competent Business

Gordon Forsyth raised the issue of females performing acting ranks prior to going off on maternity leave and at what rate of pay they should receive during their leave. Neil MacDonald had spoken to an officer in the North Area. Andy Malcolm said that there was a distinction between acting and temporary. The Committee discussed this issue and agreed that all information relative to this officer should be emailed to Nigel Bathgate. An update would be given at the next meeting.

6. Closure

The next meeting will take place on 17 January 2017.

The Chair thanked everyone for their contributions and wished them a safe journey home.