



# Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

## JCC Circular 19 of 2017

Ref: CS/DJK/LS

8 May 2017

Attachments: Minutes - Conduct, Equality & H&S, FSC

Dear Colleague

### **Subject/Standing Committee Minutes 18/19 April 2017 - Information**

I refer to the above and attach herewith, the Minute of the above meetings held on 18/19 April 2017 in Glasgow. The Minute of the Operational Duties Standing Committee will be circulated when available.

Although this circular is primarily for your information, any comments/observations you may have on its content should be sent to me no later than 10 days after its date of publication.

Yours sincerely

**Calum Steele**  
General Secretary



# Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

## Joint Central Committee Health & Safety Subject Committee

Ref: CS/DJK/LS

### MINUTES

18 April 2017

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

North Area Committee	Grant Letham
North Area Committee	Steve Thomson
East Area Committee	Brian Jones
East Area Committee	Hugh Loudon
East Area Committee	Wilkie McCloskey
West Area Committee	Paul Connelly
Deputy General Secretary	David Kennedy (meeting Chair)
Vice Chair	David Hamilton
Assist. to the General Secretary (H&S) AGSH	Peter Jones
Business Administrator	Lesley Stevenson

Apologies were received from Andy Hastie and Stuart Finnie.

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

The Minute of the previous meeting had been circulated with JCC Circular 5 of 2017 and was noted.

#### 2. Matters Arising

##### 2.1 Action Log

There were no outstanding actions from previous meetings.

#### 3. Standing Items

##### 3.1 SPF H&S Updates

#### Area Committees

##### North

Steve Thomson told the Committee that the NAC met on 3 April in Aberdeen and the Draft Minute had been circulated. Amongst the matters discussed were C3 issues and the ACR closing, spot-checks are due to be carried out on 27 April. Notification had been sent to the control room.

Karen Harrison, Gordon Forsyth and Steve Thomson are to attend a meeting in Dundee regarding the move of the Aberdeen control room functions to Dundee.

Other items discussed were regarding custody division, in particular the move to satellite supervision and it was agreed that Steve Thomson would speak to Chief Inspector Neil MacDonald in the North Area about custody.

The Committee discussed airwave particularly the problems relative to batteries. It was noted that Scotland's airwave contract is not due to expire until 2020. It was agreed that the AGSH would write to DCC to highlight the issue.

## **East**

Brian Jones said that the EAC were meeting the following week. Items to be discussed are firearms officers being deployed at the Scottish Parliament with Tasers and new arrangements for firearms.

The AGSH said he had been made aware that ARV officers were to remove their kit from their vests and put them on their belts. He said this matter should be raised at the Firearms Monitoring Group. The Deputy General Secretary asked Police Scotland Firearms Department be contacted to define the position.

## **West**

The WAC last met on 5 April and the main issues discussed were police protective equipment and officer safety training. The Committee discussed first aid and it was agreed that the H&S should seek a First Aid Review. It also discussed firearms officers' deployment and it was agreed that a letter would be sent to ACC Higgins on this subject.

## **Custody Sub Group**

It was noted that the Custody Sub Group had met that morning and amongst the items discussed was the satellite supervision issue. It was agreed that all areas should clarify their position relative to this matter.

## **Operational Support Division (OSD) Sub Group**

A second test commissioned by South Yorkshire Police had been carried out on the same BMW cars but with different tyres. The AGSH said he had spoken to Andy Edmonston relative to the Sports Plus issue and asked whether SPF had an obligation to inform the DVSA. The Deputy General Secretary said he would seek legal advice but as the SPF had never seen the report, there could be difficulties.

## **3.2 PSoS H&S Updates**

### **Force Executive H&S Board**

The AGSH said he would circulate the Minutes when received.

## **APHSA**

There had been no meeting of APHSA since the last meeting.

## **Uniform/PPE/OST**

The next meeting if this group is scheduled for 8 May 2017.

### **3.3 Other H&S Meeting Updates**

#### **Joint UK H&S Meeting**

A meeting of this group will be held later this week In Birmingham. The main issue to be discussed is the continuation of the group. Brian Jones and Peter Jones are to attend.

#### **TTEWG**

A meeting of this group was held the previous week in Penrith. Amongst the items discussed was the Scotland versus England football game scheduled for 5pm on 8<sup>th</sup> June. Mutual Aid had not been sought.

The AGSH said that he had received an update from CAST UK regarding new body armour standards, specifically formed body armour for females.

### **3.4 Inspections/Investigations**

It was noted that there are none outstanding.

Paul Connelly gave an update on his accident/investigation report into the efficacy of PAVA. It was agreed, once finalised, that this report would be forwarded to Police Scotland H&S Committee.

Paul Connelly said that he had been asked to carry out an accident/investigation in relation to the incident in West Nile Street.

The Committee discussed the issues surrounding all officer safety equipment and agreed to recommend to the JCC that the JCC provides funding for a review of all officer safety equipment.

### **3.5 Training**

Members discussed training relative to accident/investigations, building inspections and mental health. It was agreed that training on mental health awareness should be delivered to all full time officials and H&S representatives at the same time.

## **4. New Items**

There were no new items.

## **5. Correspondence**

There were no items.

## **6. Competent Business**

The AGSH agreed to discuss the Menopause workshops (as discussed at the Equality SC) with the SPF Vice Chair.

## **7. Closure**

Date of next meeting: 1 August 2017.

The meeting Chair gave thanks to Peter Jones for all his efforts over the years and wished him well for the future. He then 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  
Finance Standing Committee**

Ref: CS /DJK/LS

19 April 2017

**MINUTES**

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

Gordon Forsyth	North Area Committee
Brian Jones	East Area Committee
Martin Bertram	West Area Committee
Calum Steele	General Secretary / Treasurer
David Kennedy	Deputy General Secretary
Andrea MacDonald	Chair
David Hamilton	Vice Chair
Lesley Stevenson	Business Administrator

The Chair welcomed everyone to the meeting in particular Gordon Forsyth who was attending his first FSC meeting since becoming Chair of the North Area Committee.

The Minute of the last meeting was distributed with JCC Circular 5 of 2017 and was approved.

**2. Scottish Government Grant Account**

The General Secretary reported that discussions continued with the Scottish Government about the withdrawal of the Grant.

**3. SPF Voluntary Fund Account**

Draft accounts were circulated to all present. Members discussed the content of the accounts and presented a number of questions.

The General Secretary reported that a Trustee's meeting had been held the previous day where it was noted that around 800 new recruits were not in the Voluntary Fund. This was discussed and it was agreed that an amnesty would be held between 1 September and 31 October 2017 inviting all into the Fund.

#### **4. Trust Accounts**

The Committee discussed the current position in the Trust accounts and how the money would best be used.

#### **5. Investments**

Investments continued to perform in line with expectations. The General Secretary said he would circulate information relative to the investments portfolio to all attendees after the meeting.

#### **6. SPF Accommodation**

The Deputy General Secretary reported that planning permission had been granted for the extension at Woodside Place but would require a slight amendment to the roof. The refurbishment at the Aberdeen office was almost complete and there had been no issues reported for the office in Inverness. The Committee discussed the office in Dundee and noted that as SPF were tied in to a seven year lease, the building could be used as a training centre in the future. Members discussed the wider SPF estate and future usage.

#### **7. Member Services (MS)**

The Vice Chair said that the Member Services package had all now been transferred to Philip Williams and was on a like for like basis.

Martin Bertram raised an issue relative to the process for members going on to half pay. This was discussed and the Vice Chair agreed to speak to Philip Williams about the matter and report back to the Committee.

#### **8. Financial Risk Register**

There were no immediate financial risks discussed. It was noted however, that the Committee needs to remain alert to the declining membership.

The Committee discussed the retired officers' courses run by former SPF officials. It was noted that they had requested a meeting with SPF to discuss future courses.

#### **9. Estate Maintenance Programme**

Members were advised that the Business Administrator, Lesley Stevenson, had taken over the role of overseeing the estate maintenance.

Martin Bertram asked if all offices had or were getting fire doors. The Deputy General Secretary said he would look into the matter and report back.

#### **10. Competent Business**

Martin Bertram said he had forwarded an email to the Chair relative to a program being rolled out in Q Division regarding members' wellbeing. It was noted that the Scottish

Police Benevolent Fund (SPBF) had been asked to contribute to the cost of renting wellbeing kiosks which costs around £30,000 annually. He said that it did not fit the criteria for the SPBF and questioned whether the SPF should contribute. This matter fully was discussed and it was agreed not to contribute on this occasion. Martin Bertram said that it was important that SPF attends monthly meetings and the Vice Chair said he would consider this matter.

The Chair said that the National Police Memorial Day was to be held on 23/24 September 2017 in Cardiff and members were reminded that it had been previously decided that SPF office bearers and Area Chairs/Secretaries should attend. Accommodation etc should be booked through the office at Woodside Place.

### **13. Closure**

Date of next meeting: 2 August 2017

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

Not for circulation beyond JCC



# Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

## Joint Central Committee Equality Subject Committee

Ref: CS/DJK/LS

### MINUTES

18 April 2017

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

North Area Committee	Caroline Scobbie (by telephone)
North Area Committee	Neil MacDonald (VC)
North Area Committee	Gordon Forsyth (VC)
West Area Committee	Fiona Morris
West Area Committee	Gemma Speir
Deputy General Secretary	David Kennedy (meeting Chair)
Assist. to the General Secretary (Equality) AGSE	Nigel Bathgate
Business Administrator	Lesley Stevenson

Apologies were received from Allan Symington, Stephen Clark and Andy Hastie.

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 5 of 2017 and was noted.

#### 2. Matters Arising

##### 2.1 Action Log

The Action Log was circulated and discussed. It was noted that only one Action, 0013/16 remained open relating to the Bleep Test. The AGSE said this issue would be discussed at item 2.2 in the Agenda.

##### 2.2 Specialist Role Fitness Testing

The AGSE reported that this matter had lost momentum recently and advised that he would carry out some work on this and the bleep test issue and report back at the next meeting. He said that he was unaware of any reported concerns from members.

Fiona Morris said she had received an inquiry relative to fitness testing for firearms officers and said she would forward it to the AGSE.

### **2.3 Conference 2017**

The Committee discussed Conference 2017 and agreed that whilst it had been successful, it would be an enhancement to bring in an outside speaker for 2019. It was agreed that a general theme would need to be agreed before progressing to invitations etc.

### **2.4 EU Referendum – Impact on officers from EU countries**

It was agreed that this item should remain on the agenda but should be renamed Brexit. The AGSE said he was unaware of any specific incidents in relation to this matter against members and had attended a recent meeting with SEMPER where no issues had been identified by them either.

## **3. Standing Items**

### **3.1 PNB(S) Equality Working Group**

There had been no meeting.

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

There had been no meeting due to the last one being cancelled. The date of the next meeting was 8 May 2017 and was to be chaired by DCC Rose Fitzpatrick. The AGSE is to attend.

### **3.3 Agility & Flexible Working**

There had been no meeting.

Fiona Morris said she had received information about an officer being sent an invitation to attend for an interview and being asked on the letter to inform them if they required flexible working. She said that it was in red ink and in capital letters. This was discussed by the Committee and they agreed that this was unacceptable. It was suggested that the AGSE could speak to Mr Peter Blair about this matter.

## **3.4 Protected Characteristics**

### **3.4.1 Disability**

The AGSE told the Committee that the Force had issued a consultation document in relation to Carers and a response had been submitted. A meeting with the author of the document had been held where SPF and PSoS views were heard. It was noted that there were logistical difficulties in relation to SCOPE which required a technical solution but SPF will be consulted in future consultations.

### **3.4.2 Maternity**

Fiona Morris said that she had recently received a letter from an officer who had been on a career break and had subsequently become pregnant. The Committee discussed whether the officer could now cancel the career break and go onto Maternity Leave. A response from the Force was awaited.

### **3.5 Consultations**

There had been two specific consultations relating to Equality; Carers and SPA Equality Outcomes. Responses had been sent to both which engendered further discussion between the SPF and SPA and PSoS.

### **3.6 Training/Legal Updates**

It was reported that training would begin again at the Subject Committee meetings in July due to large numbers of new representatives on the Committee.

Fiona Morris said she asked members at the West Area Committee meeting for suggestions for training and responses included Performance Regulations in relation to attendance.

The Deputy General Secretary said the Conduct & Equality Committees' were also considering Performance Regulation training and said that a joint course could be considered.

## **4. New Items**

### **4.1 Menopause Awareness**

Fiona Morris said that this issue was being considered by the H&S Committee also and that the Scottish Women's Development Forum (SWDF) would be looking at it at their AGM the following day. The AGSE H&S had costed workshops and it was noted that for around £1000, 50 people could attend them. The Deputy General Secretary said that the H&S and Equality Committees could join together and decide on attendees.

Caroline Scobbie said she was attending the SWDF AGM the following day and would report back.

## **5. Correspondence**

There were no items.

## **5. Competent Business**

There were no items.

## **6. Closure**

The next meeting will take place on 1 August 2017.

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



Scottish Police Federation  
5 Woodside Place Glasgow G3 7QF

**Joint Central Committee  
Conduct Subject Committee**

Ref: CS/DJK/LS

**MINUTES**

18 April 2017

**1. Attendance**

North Area Committee	John Crawford (by VC)
North Area Committee	Sandy Smart (by VC)
North Area Committee	David Threadgold (by VC)
East Area Committee	Amanda Givan
East Area Committee	
East Area Committee	Scott Meechan
West Area Committee	Lorna Hogarth
West Area Committee	Gary Mitchell
West Area Committee	Jenny Shanks
Deputy General Secretary	David Kennedy (meeting Chairman)
Business Administrator	Lesley Stevenson

Apologies were received from Stuart Finnie, Stevie Herd and Jim Foy.

Superintendent Andy McDowell and Chief Inspector Andy Bell attended the meeting and gave an update on the Professional Standards Department.

At the conclusion of their input, the Chairman opened the meeting by welcoming everyone to the Conduct Subject Committee meeting and invited everyone to take an active part.

**2. Minutes of Previous Meeting**

The Minute of the previous meeting had been circulated with JCC Circular 5 of 2017 and was noted.

**3. Legal Assistance**

It was noted that since the last meeting, there had been six on duty criminal cases, 11 off duty criminal cases and one conduct case submitted.

**4. Complaints against the Police**

No figures were available due to the change in the SPA system. The Committee discussed future SPA complaint meetings and agreed that it was worthwhile for SPF to attend.

## **5. Conduct**

The Committee was informed that that the total number of live cases being monitored by the leads was 191. There were 46 in the North, 72 in the East and 73 in the West.

Since the last meeting there had been six gross misconduct hearings across the country; one in the North which resulted in dismissal without notice, two in the East which resulted in one dismissal and one required to resign; and three in the West which resulted in one demotion in rank, one written warning and one verbal warning.

There had been a further eight misconduct meetings; one in the North which resulted in management advice, one in the East which resulted in a verbal warning and six in the West resulting in management advice and warnings.

## **6. Performance**

It was noted that Performance Regulations as an alternative to Conduct Regulations still remain largely unused at divisions. It was also noted that in the East area, Performance Regulations were used more in relation to attendance issues. The Committee agreed that training would be required in the future if Performance Regulations were used more often.

## **7. Police Appeals Tribunal**

There were no current live tribunals.

## **8. Police Investigations and Review Commissioner (PIRC)**

It was noted that Mr John McSporrán was now Head of Investigations for PIRC as Irene Scullion had retired. The Committee agreed that it would be worthwhile to invite PIRC to attend a Conduct meeting in the near future.

## **9. Vetting**

The Committee was informed that just as the Vetting SOP was being issued, a legislative change was made. The law which previously exempted the office of constable from the Rehabilitation of Offenders Act had been largely removed, effectively meaning that certain offences after a much shorter period of time would be considered spent and not necessarily preclude someone for consideration of a position for that reason alone. The SOP has now been amended and will require to be consulted on again. It was noted that DCC Livingstone had expressed his concerns about this matter in a letter to the Scottish Government.

The Deputy General Secretary raised the issue of warnings and said that the problem was still ongoing. A Judicial Review may be required in the future. He asked that any examples be sent to him so that he can record them.

## **10. Anti-Corruption Unit Re-Integration Reference Group**

Amanda Givan attended the first meeting of this Group on 12 January and had only received the Minute and an Action Log the previous day. She said that she had been asked

if the SPF had any officers who had been subject to CCU investigation and who would be willing to attend this Group to provide their personal experience. The information of anyone interested should be sent to her in the first instance.

No date for the next meeting had been set.

## **11. Competent Business**

There were no items.

The Committee discussed the Conduct Secretary, Jim Foy currently being off on long term sick leave. The Deputy General Secretary asked that Area Leads provide help and assistance to each other when required in the meantime until the matter was resolved.

## **11. Closure**

Date of next meeting: 1 August 2017

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