



SCOTTISH POLICE FEDERATION West Area Committee

Ref: MB/FM/LW

**Minutes of the Fourth Quarterly meeting of the West Area Committee held in the
Glynhill Hotel on 7 December 2017 at 10.00 a.m.**

1. ATTENDANCE AND OPENING

West Area Committee Office Bearers

Martin Bertram	-	Chair
Fiona Morris	-	Deputy Secretary (Equality)
Paul Connelly	-	Deputy Secretary (Health & Safety)

West Area Committee

Attendance

David Osterberg
Stuart Johnston
Jennie McFarlane
Alistair MacKinnon
Campbell Smith
Joe Thomson
Ian Florence
Stewart Gailey
David Dougan
Lynne Gray
Edward Mather
Gemma Speir (part of day)
Tracey Bryan
Andrew Fairie
Gemma Mazur
Paul McWhinnie
Marketa Hola

Adam Peppard
Maxwell Barbour
Michael McCaughey – Left at 11 am
Thomas O'Pray
Lorna Hogarth
Garry Kirkwood
Gordon Cumming
Phil Maguire
Jennie Shanks
Stuart Corbett
Kenny Kean
Stuart Finnie
Hugh Burns
Mark Dines
Emma-Louise Smith
Stevie Innes
Andy Smith
Lee Hamilton

Apologies

Linda Mather
Cath McNally
Billy Atkinson
Gary Philips
Thomas Crombie
John Mullen
Alan Thomson
Neil Mackay
Brendan McMahon
Kenneth Stevenson
Alan Heron
John Munn
William Worn

OBSERVERS

Chris Thomson
Andy Malcolm
Malcolm MacDonald (from 12.00 hours)
Gary Mitchell (from 12.00 hours)

GUESTS

Calum Steele, General Secretary, Scottish Police Federation
David Hamilton, Vice Chair, Scottish Police Federation
David Kennedy, Deputy General Secretary, Scottish Police Federation

Scottish Police Federation Staff

Lynne Welsh

OPENING OF MEETING

The Chair opened the meeting and welcomed the members. He gave a special welcome to the following guests; Calum Steele, Scottish Police Federation (SPF) General Secretary, David Hamilton, SPF Chair, David Kennedy, SPF Deputy General Secretary and Andy Malcolm, East Area Committee Chair. He also welcomed the newly elected Representatives, Constable Maxwell Barbour, 'V' Division, Sergeant David Dougan 'U' Division and Inspector Kenny Stevenson, OSD (apology received) and encouraged them to join in discussions.

The West Area Committee (WAC) Chair congratulated Andy Fairie on his recent promotion to Inspector.

Members were advised that the meeting would commence with a presentation by the SPF General Secretary, followed by Item 3 on the Agenda, Election of West Area Committee Chair. The meeting would then break for separate Committee meetings before recommencing the West Area Committee Meeting.

The Chair reminded the Committee that attendance at this meeting is duty time and as such anyone leaving must inform the Chair of this at the earliest.

The Chair asked that all attendees sign the attendance book which is in circulation.

The Chair asked that all Draft minutes are not forwarded onto the members until they have been appropriately approved.

Calum Steele, SPF General Secretary provided a presentation on Scottish Police Federation strategy and wider economics to the West Area Committee and offered to answer any questions from Members.

2. ADOPTION OF STANDING ORDERS

As per the SPF Rules, the Standing Orders took effect as soon as the meeting was opened and would remain in place throughout the meeting, including Separates unless specifically suspended for any reason.

3. ELECTION OF WEST AREA COMMITTEE CHAIR

Rule 6.1 of the Scottish Police Federation rules provides the West Area Committee must elect from amongst its numbers the following Officers.

Secretary
Chairperson
Deputy Secretary x 2
Vice Chairperson

Rule 6.2 of the Scottish Police Federation (Scottish Police Federation) rules provides that a member seeking election as an Officer as mentioned above shall intimate in writing his or her intention to stand for election to the Secretary and shall give not less than 28 days' notice. For the purposes of this Rule 'in writing' shall include by electronic mail.

Rule 6.2.1 of the Scottish Police Federation rules provides a candidate for election must have a nominator and seconder from the members of the Area Committee.

The deadline for nominations for the Chair, West Area Committee was 1700hrs Thursday 23 November 2017.

As a result the following nomination was received within the stipulated timescale; Paul Connelly.

Therefore the nominee for Chair, Paul Connelly, was duly elected into this post. The West Area Committee Chair congratulated Paul.

4. ELECTION OF WEST AREA COMMITTEE DEPUTY SECRETARY (HEALTH AND SAFETY)

The deadline for nominations for the West Area Committee Deputy Secretary (Health and Safety) was 1700hrs Thursday 23 November 2017.

As a result the following nominations were received within the stipulated timescale.

Lorna Hogarth
Campbell Smith
Andy Smith

Three scrutineers were appointed and the Candidates were then given the opportunity to address the Committee before an official vote.

As a result of the vote, Lorna Hogarth was duly appointed as Deputy Secretary (Health and Safety). The West Area Committee Chair congratulated Lorna.

Hugh Burns, Steven Innes and Gemma Speir left the meeting at Lunch break.

5. MINUTES OF PREVIOUS MEETING & ACTIONS

The minutes of the previous West Area Committee meeting had been circulated on 23 November 2017 with the Constables' and Inspectors' minutes. The Sergeants' minutes will be circulated once received.

Actions from previous meeting

Action 1 – Scottish Police Federation Communication

Wording of Joint Central Committee (JCC) Circular 38/17 regarding Police Pay was unclear and confusing to members.

WAC Chair to create list of questions from West Area Committee and seek clarification from Scottish Police Federation Headquarters.

Update - No questions received. Work is ongoing and any issues highlighted through Scottish Police Federation enquiries have been dealt with. Acknowledged that wording could be clearer.

Complete

Action 2 - Hunter Foundation Charity Dinner

West Area Committee Chair to issue West Area Committee circular regarding attendees at Hunter Foundation Charity Dinner.

Update – West Area Committee Circular 91/2017 issued on 17 November 2017.

Complete

Action 3 – Criminal Injuries Compensation Authority (CICA)

Issue raised regarding members being injured on duty while dealing with 'minor crimes'. It appears that some officers may have been advised by supervisors not to raise crime reports for minor incidents.

Update - Deputy Secretary (Health and Safety) to gather evidence and take this matter forward. Evidence awaited. It appears that this may be an isolated case.

Ongoing

Action 4 - Equality

Concerns raised regarding a tweet from the General Secretary.

Deputy Secretary (Equality) to seek clarity from Assistant to the General Secretary (Equality).

Update – Assistant to the General Secretary (Equality) wrote to the General Secretary regarding tweet and letter has been acknowledged and is recorded in Joint Central Committee (JCC) Minutes.

Complete

Action 5 - Body Armour

Issue raised regarding lack of pockets on body armour. Deputy Secretary (Health and Safety) to raise issue with Assistant to General Secretary (Health and Safety).

Update - The matter has been raised and will be addressed at Uniform PPE with other current matters.

Complete

Action 6 - Custody

Deputy Secretary (Health and Safety) to gather evidence and take matter forward.

Update - The matter has been raised with Divisional Commander Criminal Justice Support Division and await a meeting with him.

Complete

Action 7 - Military Reservists

Issue raised regarding special leave for military reservists.
Deputy Secretary (Equality) to gather evidence and raise issue at West Area Equality Committee.

Update - White paper has been delivered as of 1 December and 10 days has been agreed across the Country.

Complete

Action 8 - Training

Issue raised regarding lack of training opportunities for Divisional Representatives.
West Area Committee Chair to raise issue with Joint Central Committee (JCC).

Update - The matter has been discussed at national level with David Hamilton, Scottish Police Federation Vice Chair.

Complete

Action 9 - Police Treatment Centres

Issue raised regarding future plans to allow police staff to contribute to the Police Treatment Centres (PTC).

West Area Committee Chair to raise issue again with Trustees.

Update - Matter raised at Police Treatment Centres Trustees meeting, plans to allow Police staff to make contributions have been rejected.

Complete

6. LEGAL ADVICE & ASSISTANCE

The Deputy Secretary (Equality) informed the members that 26 applications had been submitted to the Deputy General Secretary from the West office since the last West Area Committee.

Misconduct - 3

Injury on duty - 6

Criminal Legal Defence - 6

Employment Dispute - 4

FAI - 3

Injury off Duty - 1

Appeal against dismissal - 1

CICA - 2

This did not include any that may have been submitted directly to Legal at Scottish Police Federation.

7. JOINT CENTRAL COMMITTEE (JCC) - NATIONAL UPDATES

The Chair provided the following update to the Committee

The minutes from the Joint Central Committee (JCC) Meeting held on 22 & 23 August 2017 were circulated via West Area Committee Circular 95/2017 on 20 November 2017.

The last meeting of the Joint Central Committee (JCC) was held on 31 October and 1 November 2017. The minutes will be circulated after approval at the next Joint Central Committee (JCC) Meeting.

Joint Central Committee ((JCC)) Update

Police Negotiation Board (PNB)

The General Secretary updated the Joint Central Committee (JCC) in relation to next year's pay negotiations which are anticipated to be more difficult.

Pensions

There has been no political party asking for more money for Police Pensions.

The Pension Scheme Advisory Board is carrying out an evaluation of the scheme and looking at demographics to ascertain the cost of the pension in the future.

Retired Police Officers Association (RPOAS) looking to get a seat on the Board, the independent Chair thinks that this is not a bad idea as they do have a place there.

The Government Actuary's Department have reported an improvement in life expectancy, however this does not apply to Police Officers.

Scottish Police Consultative Forum (SPCF)

The meeting didn't highlight much and no updates on previously discussed matters were provided. This was due to the recent issues in respect of the Chief Constables' on going complaint and the recent resignation of the Chair of the Scottish Police Authority (SPA) board.

Scottish Police Authority (SPA)

The Scottish Police Authority (SPA) met on 19 September again, this was unproductive due the resignation of the Chair of the Scottish Police Authority (SPA) Board.

However this meeting was in Inverness, the first time it has met out with the Central belt. Scottish Police Authority board members travelled the day before and met with officers and Local Councillors to get first-hand information.

Scottish Police Budget and Finance

Further warnings are being muted in respect of the impact Brexit will have on public sector budgets. Police Service of Scotland (PSOS) published a budget shortfall of £48 million which includes the 1% pay increase. The Scottish Police Federation's lobbying of ministers was influential in providing the treasury exempting Police Service of Scotland (PSoS) of VAT.

Local Negotiating Consultative Committee (LNCC)

There have been no meetings since the last Joint Central Committee (JCC).

Joint National Consultative Committee (JNCC)

The Joint National Consultative Committee (JNCC) met on the 20 November 2017.

A letter had been received from Deputy Chief Constable Livingstone asking for a meeting with Scottish Police Federation and the Association of Scottish Police Superintendents (ASP's) with the Force Executive to discuss expectations of 2026. Professor Linda Duxbury also offered her assistance in this matter.

2026 is producing a lot of paperwork but to date not much product.

Police Related Charities

Police Treatment Centres – The meeting held on 6 & 7 September whereby the trustees discussed the introduction of Scenes of Crime Officers to start contributing was rejected.

St George's Trust

There was no update

Bravery Awards

The awards panel sat on 8 September 2017 for the awards ceremony on 30 November 2017.

Police Dependants Trust

The trustees meeting was scheduled for 2 November 2017.

The National Police Memorial Day was held on the 23 and 24 September 2017 in Cardiff, a meeting was held on 24 November 2017 for the trustees to discuss the event.

The Police Arboretum Memorial Trust is £1 million short from its goal and has approached all the Federations looking for a donation. This was discussed and identified that the Police Forces haven't contributed and they should be approached in the first instance. Scottish Police Federation support the Scottish Police Memorial day and the National Police Memorial day which at this time is sufficient.

EuroCop & International Council of Police Representative Associations (ICPRA)

The meeting of Eurocop took place on 25 and 26 October 2017 in Bilbao, Spain.

The West Area Committee Deputy Secretary (Health & Safety) had attended and provided a brief update. He confirmed that there had been a lot of good speakers in attendance. The theme was 'Violence against the Police' and covered not only terrorism but the implications of day to day violence on the Police Service.

Also discussed was the Garda court case regarding the "right to strike" Garda Representatives are looking for the equivalent of the PNB to be established .

There were no questions.

Representatives attended the Independent Labour Organisation seminar in respect of whistle blowing at the end of October 2017. This is highly significant as it is the first police organisation being involved in a workers organisation in open discussions.

Other

Media strategy – The Scottish Police Federation media policy was approved by the Joint Central Committee. Work continues on the new website and when up and running, members and representatives will be encouraged to access same. The website will only be as good as the information that it has and we all have a responsibility to ensure that it is updated.

The Joint Central Committee previously agreed that all messages involving Scottish Police Federation have to be corporate and they are seeking legal advice in respect of indemnity insurance. There is currently no update on this.

8. JOINT CENTRAL COMMITTEE CIRCULARS

The following circulars had been issued.

38/17	06.09.17 - Police Pay Award 2017 - Information
39/17	06.10.17 - Scottish Police Federation Communications; Media Release; Social Media & Website Policy - Information
40/17	11.10.17 - Joint Central Committee Minutes August 2017 - Information
41/17	12.10.17 - Scottish Police Federation Rules, Regulations and Standing Orders - Information
42/17	12.10.17 - Joint Central Committee Agenda and Papers Oct 2017 - Information
43/17	24.10.17 - Finance, Conduct & Equality Committee Minutes October 2017 - Information
44/17	03.11.17 - Justice SubCommittee – Financial Planning by the Scottish Police Authority (SPA) and the Police Service of Scotland (PSoS) for 2018-19 – Information
45/17	06.11.17 - IFS - Analysis on Budget Options - Information

9. WEST AREA COMMITTEE CIRCULARS

The following West Area Committee Circulars had been issued.

73/17	31.08.17 - Draft West Area Committee Minutes June 2017
74/17	31.08.17 - SOP - Airwave
75/17	04.09.17 - West Area Committee Chairs and Secretaries Pre-West Area Committee Meeting Minutes - 5 June 2017
76/17	06.09.17 - Police Pay award
77/17	11.09.17 - West Area Committee Minutes - June 2017
78/17	27.09.17 - Equality Committee Minutes - 18 July 2017
79/17	27.09.17 - Operational Duties Minutes - 17 July 2017
80/17	28.09.17 - Scottish Police Federation Website
81/17	03.10.17 - West Area Committee Health & Safety Minutes - July 2017
82/17	03.10.17 - West Area Committee Conduct Committee Minutes - April 2017
83/17	05.10.17 - Pre West Area Committee Minutes - 4 September 2017
84/17	06.10.17 - Scottish Police Federation Communications; Media Release; Social Media & Website Policy - Information
85/17	06.10.17 - Event Planning – Impact on Duty Rosters
86/17	12.10.17 - Scottish Police Federation Voluntary Fund Amnesty
87/17	12.10.17 - Scottish Police Federation Rules, Regulations and Standing Orders - Information
88/17	13.10.17 - Resignation of West Area Committee Chair
89/17	13.10.17 - Stability and Resilience of the West Area Committee
90/17	24.10.17 - PTC "Back on the Beat" newsletter
91/17	03.11.17 - Hunter Foundation Charity Event
92/17	06.11.17 - Joint Central Committee Circ. 45 re Budget Options
93/17	09.11.17 - West Area G Div. vacancies
94/17	16.11.17 - Vehicle Availability and Near Misses
95/17	20.11.17 – Joint Central Committee Minutes – August 2017 (Joint Central Committee Circ. 40)
96/17	23.11.17 – Joint Central Committee Subject & Standing Committee Minutes – August 2017 (Joint Central Committee Circ. 37)

10. WEST AREA COMMITTEE CHAIR AND SECRETARIES MEETING

The last meeting of the West Area Committee Chairs and Secretaries Committee was held on 5 October 2017. The Pre West Area Committee Meeting arranged for 4 December

2017 was cancelled therefore the minutes from the October meeting will be approved at the next meeting scheduled for 18 January 2018.

11. JOINT CENTRAL COMMITTEE (JCC) FINANCE STANDING COMMITTEE

The last Joint Central Committee (JCC) Finance Standing Committee Meeting was held on 11 October 2017. The minutes will be circulated after approval at the next meeting on 24 January 2018.

The Committee recommended that the trustees undertake further investigation in respect of diversifying the Scottish Police Federation property portfolio and report to Joint Central Committee (JCC) on 31 October/01 November 2017.

Building work is due to commence on Woodside Place and plans to refurbish Dundee so that it can hold the Joint Central Committee (JCC) is also underway. The February 2018 Joint Central Committee (JCC) Meeting is to be held there.

The Voluntary Fund Amnesty has started and is running until 31 December 2017.

The Finance Standing Committee recommended approval of funding for menopause awareness training which will take place on 13 December 2017.

The Thin Blue Line UK, wrote to the Scottish Police Federation to ascertain if they would support their charity by attending a Charity Ball in Manchester. Trustees agreed not to provide a donation which was supported by the Standing Committee.

One member advised the meeting that he had requested a breakdown of Scottish Police Federation wages several months ago, however this information had not been received. The West Area Committee Chair was not aware of this request but agreed to pursue the matter.

ACTION: West Area Committee Chair to pursue the question.

12. JOINT CENTRAL COMMITTEE (JCC) LEGISLATION AND REGULATIONS

There have been no meetings since the last West Area Committee Meeting, the next meeting is scheduled for 24 January 2018.

13. JOINT CENTRAL COMMITTEE (JCC) OPERATIONAL DUTIES COMMITTEE

There have been no meetings since the last West Area Committee Meeting. The next meeting will take place on 24 January 2018.

The last West Area Operational Duties Committee meeting was held on 25 September 2017. The draft minutes were sent to the Committee only on 19 October and will be circulated via West Area Committee Circular after approval at the next meeting on 8 January 2018.

One member asked if there had been a review of shift patterns implemented in 'G' Division over summer. This relates to Case Management and PPU.

The Chair advised that the Force have to carry out such a review and that he would make contact and request that this is progressed.

ACTION - West Area Committee Chair to request that review is progressed

14. JOINT CENTRAL COMMITTEE (JCC) CONDUCT SUBJECT COMMITTEE

The last Joint Central Committee (JCC) Conduct Subject Committee Meeting was held on 10 October 2017. The minutes will be circulated via West Area Committee Circular after approval at the next meeting on 23 January 2018.

The West Area Committee Deputy Secretary (Equality) attended the Joint Central Committee (JCC) Conduct Committee on 10 October 2017 in place of Gary Mitchell who remains absent and provided an update.

The Deputy Secretary (Equality) advised that at that meeting the number of suspended officers were noted. She further advised that if any of the Representatives have a particular interest in Conduct to contact the office as training was being looked at for all Representatives and that there may be opportunities for to shadow a more experienced Representative.

The Deputy Secretary (Equality) advised that at the meeting, the Assistant to the General Secretary (Conduct) reported that front line resolution hub indicated that from April 2017 51% of complaints received were being resolved at this stage.

She further reported that as of that week Deputy Chief Constable (DCC) Fitzpatrick would be the lead in all matters relating to Misconduct taking over the Portfolio from Deputy Chief Constable (DCC) Livingstone.

The Deputy Secretary (Equality) updated the Committee that the Assistant to the General Secretary (Conduct) had advised that she had written to the Police Investigations and Review Commission (PIRC) to arrange a meeting to discuss ongoing matters, a response is awaited. It was suggested that a representative from Police Investigations Review Committee (PIRC) attend at the next Conference to provide an input into their roles and responsibilities; this was looked upon favourably.

Other matters discussed were of a more routine nature.

The last West Area Conduct Committee meeting was held on 28 September 2017. The draft minutes were sent to the Committee only on 16 October 2017 and will be circulated via West Area Committee Circular after approval at the next meeting on 11 January 2018.

A conduct training day also took place on 13 November at Merrylee House.

One member asked if it would be possible to explore the possibility of Scottish Police Federation being advised of all officers who are the subject of conduct. (Unless the Officer requests otherwise). This would allow the database to be updated. This would be a pro-active approach as quite often Officers are not making contact with their Federation Representative until a much later stage.

The Scottish Police Federation Deputy General Secretary advised that this is something that has already been looked into and unfortunately it cannot be done due to data protection issues. The new data protection rules now make it even more difficult.

Consideration also has to be taken regarding the necessity of others being advised of information of a sensitive nature. The best way is to stress to the members the importance of making contact with the Scottish Police Federation as soon as possible.

There is intention to change the Committee structure to allow for a conduct trained Representative in each division which will result in that representative having a direct link with the Investigating Officer. They would also sit on the National Committee.

15. JOINT CENTRAL COMMITTEE (JCC) EQUALITY SUBJECT COMMITTEE

The West Area Committee Deputy Secretary (Equality) provided an update.

The last West Area Equality Committee meeting was held on 26 September 2017. The minutes were sent to the Committee only on 11 October 2017 and will be circulated via West Area Committee Circular after approval at the next meeting on 9 January 2018. The Assistant to the General Secretary had tendered his apologies.

The Deputy Secretary (Equality) reported that at the previous Full Time Office Bearers Committee Meeting it had been established that the use of Performance Regulations regarding absence fell within the Equality Portfolio as opposed to the Conduct. The Assistant to the General Secretary (Equality) would prepare a training package to be rolled out across all three areas. Updates would be provided with regards the provision of this training. The Deputy Secretary (Equality) advised that consideration is being given to providing more robust training to all representatives and not only to those that are on specific Committees.

The Joint Central Committee Equality Committee met on Tuesday 10 October 2017 in Merrylee House. The Deputy Secretary (Equality) provided an update on items discussed.

She advised that the recent memo issued by Police Scotland with regards to hate crime against Police Officers was discussed, again this is an area that the Assistant to the General Secretary (Equality) is monitoring due to recent reports of an increase in reported hate crime against Police Officers.

The Deputy Secretary (Equality) updated the Committee on the Assistant to the General Secretary report from the PNB Equality group especially in regards to Maternity provisions.

The Deputy Secretary (Equality) updated the Committee that the Joint Central Committee Finance Standing Committee had agreed to fund a day's Menopause Awareness training which would be held at Tulliallan on 13 December 2017.

The Deputy Secretary (Equality) recorded her thanks to Nicola from the West Area Office for preparing letters, invites and spreadsheets in relation to the Menopause Awareness Training. She advised that Nicola would also be in attendance on 13 December to monitor attendance so that everyone's SCoPE can be updated with the relevant training update.

The Deputy Secretary (Equality) recently attended the Senior Women in Policing Conference and provided an update. The theme of the Conference was Excellence through Difference. She provided an update on this and some of the keynote speakers.

One member asked if consideration could be given to a reduction in the cost of the Voluntary Fund and Group Insurance Scheme subscriptions for Officers who are on maternity leave.

The West Area Committee Deputy Secretary (Equality) advised that the Insurance Premiums could not be discounted but consideration could be given to reducing other subscriptions. This matter can be raised with the Equality Committee to take to the Joint Central Committee as a proposal.

There was brief discussion on whether this should also be considered for Officers who are on half pay/no pay? It was noted that there is a slight difference as the Officers on reduced pay will utilise the sickness benefit part of the Group Insurance whereas the Officers on maternity leave will not. It was agreed that all aspects will have to be considered.

ACTION – Deputy Secretary (Equality) to raise matter with Equality Committee with a view to presenting at Joint Central Committee

16 JOINT CENTRAL COMMITTEE (JCC) HEALTH AND SAFETY SUBJECT COMMITTEE

The West Area Committee Secretary (Health & Safety) provided an update.

West Area Committee Health and Safety Committee

The Committee last met on 27th September 2017. Minutes will be circulated in due course.

An Election was held for the post of Chair, Stuart Finnie was successful and this created a vacancy for Vice-Chair Gordon Cummings was successful.

Points raised at this meeting included Scottish Police Federation training for representatives and members were updated that the Health and Safety training package is under review.

Discussion also took place regarding Custody Division and the imbalance of risk between violent prisoners being routinely taken to hospital i.e. out with the controlled custody environment. Lack of retention of custody nurses was also discussed.

Queries were raised re Taser authorisations and potential deployment models and driver authorisations for ARVs and close protection officers and fleet in general were also discussed.

Joint Central Committee (Health and Safety)

This took place on 19 October 2017. The West Area Committee Deputy Secretary (Health & Safety) and Campbell Smith attended. The meeting was chaired by the Scottish Police Federation Vice Chair, David Hamilton. The minutes will be circulated via West Area Committee Circular after approval at the next meeting on 23 January 2018.

A mechanism has now been put in place to review incidents by a Single Point of Contact (SPOC) at C3 where the attending officers perceive that firearms officers should have been deployed but weren't. Incidents/near misses on System to Co-ordinate Personnel and Establishment (SCOPE) will be monitored and sent for review. Any divisional Representative aware of similar incidents should encourage the officers to submit near miss reports via System to Co-ordinate Personnel and Establishment (SCOPE).

One member asked if this information could be incorporated into the latest near miss information sent out.

The Deputy Secretary (Health & Safety) said that an additional draft has been done and is currently sitting with Joint Central Committee Health and Safety. The matter is of national concern and as such has been discussed at previous Joint Central Committee

Health and Safety Meetings. He will check if this information can now be circulated further.

ACTION – Deputy Secretary (Health & Safety) to confirm if the information regarding near miss can be circulated to members as presently sitting with Joint Central Committee.

One member highlighted incidents which are not being recorded as near misses.

The Deputy Secretary (Health & Safety) confirmed that it will depend on what an officer's perception of a near miss is and the best place to decide this is at Divisional Health & Safety Meetings. A decision can then be made as to whether the matter should be recorded and thereafter highlighted.

Temporary places of duty and officers having to travel greater distances transporting their own kit were also raised. Police Service of Scotland (PSoS) have been asked to produce a risk assessment for this practice which is being used across the country. Police Service of Scotland (PSoS) do not have a Management of Road Risks (**MoRR**) policy despite this being considered good practice by Health and Safety practitioners.

Vehicle authorisations for armed policing were discussed again.

Pyrotechnics being used as weapons particularly by certain groups of risk supporters were raised. This has been identified as a problem in the West and East. East Area Vice Chair, is carrying out work on this. There is a further update on this later in the agenda.

Joint Central Committee/Health and Safety leads

The area and National Health and Safety leads continue to meet monthly primarily by Video Conference. The last one being on 13 November. Issues raised which were pertinent to or raised by the West included the risk posed by Fentanyl, the fleet (lack of cage vans and marked carriers) recycling of uniform. Events planning and double counting of resources.

Local Meetings

The following local Health and Safety meetings have taken place since the last West Area Committee;

The Deputy Secretary (Health & Safety) attended 'L' Division on 1 December 2018 along with Gordon Cummings. He also attended 'U' division on 6 November 2017.

Chris Thomson and Campbell Smith attended at the 'G' and 'Q' Division meetings respectively in place of the Deputy Secretary (Health & Safety) who thanked them for their assistance.

The perennial issues of fleet availability/faults and building repairs not being carried out were common across these meetings.

'U' div raised the issue of a recent joint exercise at Hunterston with local officers indicating that they would be reluctant to attend any incidents there.

'G' Division noted an increase in reports of officers not getting refreshment breaks.

Inspections

The process through which the Scottish Police Federation gets invited to accompany Local Commanders and the Force Health and Safety advisors on 6 monthly inspections is progressing well. Since the last meeting this type of joint inspection has been carried out at Coatbridge, Airdrie, Pollok, Sanquhar, Loreburn Street Dumfries, Helensburgh, Osprey House and Paisley. Many West Area Committee Representatives volunteered to assist with these inspections and as such it is a valuable opportunity for full time Officials to engage with the members.

Additional inspections at 'Q' and 'V' divisions were supposed to be getting done this week but were cancelled by the Force.

Area/National/UK Meetings

The area leads are assisting and covering some of the national meetings as there are currently over a dozen scheduled many of which are replicated at a local level.

The following are relevant updates from some of those meetings;

The Deputy Secretary (Health & Safety) attended at Gartcosh in relation to a ceiling collapse. Proposals are being put together to expand the car park at Gartcosh, these are at a very early stage and there is no guarantee that they will be funded.

West Area Health and Safety

There have been no meetings held since the last West Area Committee.

Police Scotland national Health and Safety board met on the 9 November with Stephen Clark representing the Scottish Police Federation. The most pertinent update dealt with vehicle kit which will be dealt with elsewhere.

Criminal Justice Services Division (CJSD)

Deputy Secretary (Health & Safety) attended the meeting which was held on 21 November 2017. They still have an outstanding action in respect of requiring custody staff including police officers to wear Personal Protection Equipment (PPE) in the Custody area. This is despite there being a number of incidents of Police officers and staff being assaulted

whilst they are looking after prisoners. The Scottish Police Federation position is that there is no requirement for body armour however belt, baton PAVA etc. should be worn.

The Deputy Secretary (Health & Safety) has written to CS McEwan on behalf of the Sergeants Central Committee (SCC) seeking a meeting with him. Most of the points raised by the SCC have a Health & safety aspect, lack of training, location of centres leading to increased risk to members having to transport custodies over distances. Once this meeting has been held any update will be shared.

Association of Police Health and Safety Advisors (APHSA)

The relationship with the Force Health & Safety Advisors is continuing to develop. The Deputy Secretary (Health & Safety) is due to attend joint training with them relating to fire regulations.

Some analytical work has also been carried out as to when and where officers receive injuries. The team are piloting dynamic risk assessment training in 'G' div. This is a phrase that is used in the Police Force regularly time but training is rarely seen to be carried out.

The types of incident they have identified where improvements could be made are:-

- Vehicle stops
- Forcing Entry to premises
- Foot pursuits
- Making the arrest

It is hoped that this will improve the injury rates and we await evidence of this.

Uniform/Personal Protective Equipment (UPPE)/Officer Safety Training (OST)

There are working groups in place in respect of body armour and Taser.

Progress has been made in a number of areas however the UPPE group was chaired by Assistant Chief Constable (ACC) Higgins. The next meeting of the UPPE group is on 12 December which Brian Jones, the ATGS (Health & Safety) will be attending.

There is a concern now that uniform and PPE budgets have been devolved to divisions that the members are facing difficulties in obtaining kit or replacements. Examples that have been cited include divisions trying to recycle Bike helmets and asking Inspectors to confirm that officers really need replacement hats after their original kit had been seized. These examples have been forwarded to the national Health & Safety lead to progress.

The PPE survey was formally published on the 20 November and is available to view on the website. Members were urged to read this in full if they have not already done so. Over 4000 members took the time to fill in the survey which will help to inform Scottish Police Federation policy.

The West Area Committee Chair advised members that Finance are looking at the allocation of uniform across the board and specifically why some Divisions are out with their budget whilst others are keeping in line with their budget.

Fleet and Vehicle Equipment

West Area Committee Circular 94 of 2017 was distributed in relation to this. This was in response to complaints regarding a lack of vehicle availability in general and a lack of specific vehicles such as cage vans.

The last major tranche of vehicles which were distributed by the garage were primarily made up of unmarked cars due to the age of the Criminal Investigation Department (CID) fleet. Understanding is that the next batch of new vehicles will primarily be cell vans which should go some way to alleviating the problems.

Members were encouraged to ensure that vehicles are inspected and where a fault is detected that they are put off the road for repair. It is a false economy to have vehicles in use until they suffer a catastrophic failure. It endangers the lives and livelihoods of members when they go out on patrol in defective vehicles.

Testimony has been given to the Scottish Police Authority (SPA) that the Force does not have a problem with its vehicles and that anything else to the contrary is based on anecdotes. It is feared that the fleet in the west is in a far worse condition than the official figures show.

The Scottish Police Federation has been assured that the funding has been set aside to equip each vehicle with appropriate PPE. There have been delays in procurement particularly for signage and water safety equipment however this is due at least in part to the Force ensuring that they get kit which meets the required specification.

Events

The Deputy Secretary (Health & Safety) took part in the Events workshop on 24 November 2017 and passed out details of the relevant Health & Safety laws which apply to welfare provision at events and operations. Memos have been published by the Force Executive reminding planners of their responsibilities and there has been some progress with catering arrangements etc. but this will continue to need to be monitored.

The Deputy Secretary (Health & Safety) has a further meeting with Events West next week and asked members to notify him of any recent incidents that they were aware of.

Investigations

A fresh investigation was launched by the Vice Chair in the East office after the high profile incident in Edinburgh where an officer was burned. There were also a number of similar incidents in the West which thankfully did not result in the same level of injury.

Officers have also been assaulted previously by being struck with pyros at football matches.

The issues in the West at incidents are the same as those in Edinburgh. Flammability of uniform, lack of suitable PPE, no approved tactics etc. These matters will be thoroughly explored by the East's investigation therefore there is no benefit in carrying out an individual investigation in the West as there is an understanding that reference will be made to the West incidents in the final report.

Estates/Facilities Management (FM)/Mitie

Reports have been received from across the West area complaining about the backlog of actions/repairs and maintenance. Where any individual building issue relates to Health and Safety, the Police Scotland Health and Safety team should be notified as well as the Scottish Police Federation.

Airwave

An enhanced Airwave solution has been put in place for the ground floor at the Queen Elizabeth University Hospital (QEUH) in a similar manner to what was implemented at the Glasgow Royal Infirmary (GRI).

The Force is also looking at updating handsets to ensure continuity of cover up until the Airwave replacement goes live.

A number of officers will be getting issued with enhanced PPE and Airwave blackspots in hospitals has been at least partially resolved a mere 3 years later.

The Deputy Secretary (Health & Safety) thanked the Area Representatives for their assistance.

17. LNCC

There have been no meetings.

18. LOCAL POLICE COMMANDERS (LPC)

There has been two meetings of this Group since the last West Area Committee.

The meeting on 8 November 2017 was held at Dalmarnock. At this meeting there were two presentations, one from Human Resources (HR) in respect of the pay negotiations and staff job descriptions. The second was from Chief Superintendent Waddell, Local Approaches, who provided an update on the project in which he has been allocated to look at the way we police, the way the public contact us and THRIVE which is now CALM.

They are also looking at demand, where do the issues lie, where are our resources and where and how best to deploy them. This is to look at outside consultants to fill the gaps shown by the Deloitte report. This will not produce quick results.

They are also looking at best practice across the country fully aware that one size doesn't fit all.

One member questioned why the Deloitte report was not circulated and the West Area Committee Chair confirmed that as the report was obtained by Police Scotland for their own information, they are not obliged to circulate it.

Stop/search is looking to introduce proportionate scrutiny taking away the 100% checking system and allow Sergeants and Inspectors to scrutinise. Work is ongoing around Local Days of Action and to utilise them more efficiently.

Human Resources (HR) updated on absence management which the majority of Divisions currently are sitting below 5% for Police Officers.

There were some concerns regarding the number of Temporary Ranks throughout the service. As of the end of October there were 133 temporary ranks in the West. There appears to be little movement from Sergeant to Inspector ranks.

Finance stated that there is an under spend on overtime and ACC Williams thanked Divisions for their efforts in that respect.

Criminal Justice Act is to be implemented on the last weekend in January, looking at the potential impact this has on staff currently in custody and what it will require to carry out the tasks.

The West Area Committee Chair attended the second meeting on 6 December 2017 via video link;

Matters discussed included the following;

Temporary ranks – currently at 123.

Flu Jab – There is a poor uptake this year, however it is the Officer's choice as to whether they receive the jab.

Overtime & funding of events - A national group has been set up to look at events including the SPA charging policy, catering for Officers and payment to Local Areas/Divisions holding the event.

It appears that payment will be made to the division where the event is held but not to areas offering assistance at events.

19. MOTIONS

Standing Order 4.2 applies to all West Area Committee meetings and as such notification of any motion(s) should be given in writing to the Secretary at least 28 days before the date of the meeting

One motion was received –

Motion

“That this West Area Committee request the Joint Central Committee (JCC) to instruct an independent review of the Scottish Police Federation”.

Explanatory note

Members have expressed concern about several areas of the Scottish Police Federation as per recent communication and wider media coverage, some of these areas require engagement with Scottish Government and possible rule changes. To ensure that the Scottish Police Federation remains current and increases transparency, an independent review would allow evidence to be presented to the Joint Central Committee and Scottish Government of the need to change internal processes or legislation to allow any recommendations to be implemented.

This motion was defeated

Joe Thomson left the meeting at 3 pm

20. CORRESPONDENCE

The following items of correspondence were received

25.10.17 – email from Lorna Hogarth regarding nomination for West Area Committee Deputy Secretary (Health and Safety) post

09.11.17 – email from Paul Connelly regarding nomination for West Area Committee Chair post.

13.11.17 – email from Campbell Smith regarding nomination for West Area Committee Deputy Secretary (Health and Safety) post

15.11.17 – email from Chris Thomson regarding resignation from West Area Committee

20.11.17 – email from Andy Smith regarding nomination for West Area Committee Deputy Secretary (Health and Safety) post.

22.11.17 – email from Andy Fairie regarding resignation from West Area Committee

05.12.17 – email from Andy Fairie regarding post as Inspectors' Representative for G Division

21. COMPETENT BUSINESS

Training – Criminal Justice

One member raised the matter of the current lack of training with regards to Criminal Justice. Previously Officers would attend on a one day course at Jackton. Training has to be rolled out in January 2018 but it appears that it will be delivered to Custody or backfill Sergeants' only. Other Officers will have to access training via Moodle. There is a concern that this form of training is insufficient and members could be left exposed and face conduct issues as a result of lack of training.

The matter will be raised with the Commander of the Criminal Justice Services Division.

Joe Thomson returned to meeting 3.15 pm

Andy Malcolm, East Area Chair advised the West Area Committee that he has attended the meetings for this matter on behalf of Scottish Police Federation and expressed concerns regarding the lack of training across Scotland. The matter will be raised on a National level.

Promotion Process

One member questioned whether matters of conduct or performance were considered when officers are going through the promotion process. There are concerns that this may influence the outcome. A general discussion took place and it was highlighted that this matter had been raised before with Professional Standards Division and would continue to be monitored as this practice is not appropriate.

West Area Committee Agenda

The West Area Committee Chair Elect advised members that consideration was being given to carrying out an exercise to ascertain what matters are causing main concern

within divisions. It is intended to email West Area Committee members prior to the March West Area Committee Meeting with updates on several of the agenda items ahead of the meeting which should allow more time to discuss issues specific to Divisions. The agenda format will remain as it is at present.

22. CLOSE OF MEETING

The West Area Committee Secretary advised members that he will retire in May 2018 and will formally intimate his date of resignation and last day of service as a consequence. He therefore requested that nominations be called for his post at the West Area Committee Annual General Meeting (AGM) in March 2018 to allow a seamless handover. He took the opportunity to thank the other West area Office Bearers and staff at Merrylee House for their support and assistance, especially over the last six months.

The West Area Committee Deputy Secretary (Equality) thanked Martin Bertram, West Area Committee Chair and wished him well for the future.

The West Area Committee Chair thanked the Office Bearers and staff at Merrylee House and at Scottish Police Federation Headquarters for their support over during his time as a full time official at the West Area Committee and also thanked the Divisional Representatives for their assistance. He wished the Scottish Police Federation the best for the future. He then closed the meeting.

Martin Bertram
Chair

Fiona Morris
Deputy Secretary



SCOTTISH POLICE FEDERATION Constables' West Area Committee

Ref: IF/GS/LW

**Minutes of the Constables' West Area Committee Meeting held at the Glynhill Hotel
on 7 December 2017 at 10a.m.**

1 ROLL CALL

Gemma Speir – Chair
Ian Florence – Secretary
Marketa Hola – Deputy Secretary
Tracey Bryan – Vice Chair
Lorna Hogarth
Mark Dines
Kenneth Kean
Stuart Johnston
Gordon Cumming
Paul McWhinnie
Stephen Innes
Campbell Smith
Adam Peppard
Thomas O'Pray
Maxwell Barbour
Lee Hamilton
Edward Mather
Fiona Morris – WAC Deputy Secretary (Equality)

Apologies were received from Malcolm Macdonald, Gary Mitchell, Gary Philips, Gemma Mazur and William Worn

2 OPENING OF MEETING

The Committee Vice Chair opened the meeting and welcomed all present.

3 ADOPTION OF STANDING ORDERS

The Committee Vice Chair reminded members that the standing orders adopted at the opening of the joint meeting and would remain in place for the duration of this meeting.

4 ELECTIONS

The Committee were informed that the posts of Committee Chair and Deputy Secretary were vacant and an election would take place. Members were asked if there were any objections to the voting being carried out by a show of hands as opposed to a ballot. There were no objections.

4.1 Election of Chair

Nominations were sought and Gemma Speir (Vice Chair) was nominated and seconded. As there were no other nominations Gemma Speir was duly elected.

4.2 Election of Vice Chair

The previous election resulted in a vacancy for the position of Vice Chair.

Tracey Bryan was nominated and seconded. As there were no other nominations Tracey Bryan was duly elected.

4.3 Election of Deputy Secretary

Marketa Hola and Gordon Cumming were both nominated and seconded. Voting was carried out and Marketa Hola was duly elected.

5 MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting had been circulated and were approved as a true record of the meeting.

6 MATTERS ARISING

6.1 Committee Vacancies

The Committee Chair informed members that due to a recent election and two resignations there were a number of Committee vacancies available.

Members were asked if there were any objections to the voting being carried out by a show of hands as opposed to a ballot, there were no objections.

(a) Conduct

The Committee were informed that Lee Hamilton and Mark Dines both moved from reserve positions to members of the Committee and as such there were two reserve positions vacant.

Four members were nominated and seconded and Paul McWhinnie was duly elected as first reserve and Kenny Kean was duly elected as second reserve.

(b) Operational Duties

The Committee were informed that Gordon Cumming had moved from first reserve to a full member of the Committee. Eddie Mather then moved from second reserve to first and Adam Peppard moved from third reserve to second. This left the position of third reserve vacant.

Three members were nominated and seconded and Paul McWhinnie was elected as third reserve.

(c) Equality

The Committee were informed that there was a vacancy for second reserve in the Committee.

Tracey Bryan was nominated and seconded. As there was no other nominations Tracey was duly elected as second reserve.

(d) JCC

The Committee were informed that the WAC Vice Chair, Gary Mitchell had moved from first reserve to a full Committee member. Marketa Hola moved from second reserve to first and Lorna Hogarth moved from third reserve to second. This left the positions of third and fourth reserves vacant.

Three members were nominated and seconded. An election took place and Campbell Smith was elected as third reserve and Lee Hamilton as fourth reserve.

6.2 Pay, Allowances and Conditions of Service

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

6.3 Shifts

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

6.4 Committee Reports

(a) Health and Safety

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

(b) Equality

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

(c) Operational Duties

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

(d) Conduct

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

6.5 JCC report

The WAC Deputy Secretary (Equality) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

A member asked if there had been any update from the JCC regarding Officers not getting refreshment breaks and claiming for refreshment breaks. The Committee were informed that the JCC were still looking at examples and to date no guidance had been published regarding claiming refreshment breaks.

It was agreed that the Committee Secretary would contact all Committee members for examples and make a request for the General Secretary to be contacted regarding the publishing of a memo.

7 CORRESPONDENCE

The Committee Secretary informed the Committee that letters of resignation had been received from the WAC Chair Martin Bertram and Christopher Thomson. The Committee Chair thanked them for their time as members and wished them well.

8 MOTIONS

There were no motions.

9 COMPETENT BUSINESS

The Committee were informed that an error had been made in the minutes of a previous meeting which had resulted in the Health and Safety Committee list being in the wrong order. The Committee Secretary confirmed the correct order and apologised to the members affected.

A member raised an issue regarding the Diploma. The WAC Deputy Secretary (Equality) advised that there were ongoing meetings taking place between Diploma Team and Woodside Place.

10 DATE OF NEXT MEETING

The next meeting will be Thursday 8 March 2018.

11 CLOSE OF MEETING

The Committee Chair closed the meeting and thanked everyone for their attendance and participation.

Gemma Speir
Chair

Ian Florence
Secretary



SCOTTISH POLICE FEDERATION WEST AREA COMMITTEE

INSPECTORS COMMITTEE

Ref: PM/JT

MINUTES OF THE WEST AREA INSPECTORS COMMITTEE MEETING

HELD ON 7 DECEMBER 2017 AT 10 A.M. WITHIN GLYNHILL HOTEL PAISLEY

1. Attendance and opening of meeting

Joe Thomson - Chair
Phil Maguire - Secretary
Martin Bertram - Ex-officio
Jenny Shanks
Garry Kirkwood
Hugh Burns
Emma Louise Smith
Andy Fairie

Apologies

Apologies were received from: -

John Mullen

2. Opening

The Chair opened the meeting, welcoming all in attendance and invited all to take an active part in the meeting. Congratulations were extended to Andy Fairie on his recent promotion.

3. Minutes of previous meeting

The Chair advised that the previous minutes for the meeting had been circulated, the minutes were approved unanimously.

4. Matters arising

4.1. Committee Vacancies.

The Chair informed the meeting that there were a number of vacant posts within committees and with future personnel changes in mind he would circulate the vacancies in order that members could assess their availability for them.

4.2. ICC Update.

Andy Malcolm Chair of the ICC and the EAC attended the meeting where he provided an update on work being down in relation to inspectors working time and the surveys being carried out by the SPF and Victoria Wass.

5. Correspondence

No correspondence has been received.

6. Motions

No motions were notified to the chair.

7. Competent business

No other matters of business was raised

8. Date and Place of Next Meeting

The date and time of the next meeting is 1000hrs on Thursday 8 March 2018.

Joe Thomson

Chair

Phil Maguire

Secretary