



SCOTTISH POLICE FEDERATION West Area Committee

Ref: PC/FM/LW

**Minutes of the First Quarterly meeting of the West Area Committee held in the
Glynhill Hotel on 8 March 2018 at 10.00 a.m.**

1. ATTENDANCE AND OPENING

West Area Committee Office Bearers & Staff

Paul Connelly – WAC Chair
Malcolm Macdonald – WAC Secretary
Fiona Morris – WAC Deputy Secretary – Equality
Lorna Hogarth – WAC Deputy Secretary – Health & Safety
Gary Mitchell – WAC Vice Chair
Lynne Welsh – SPF Staff

West Area Committee

Attendance -

Phil Maguire
Tracey Bryan
Kenneth Stevenson
Lee Hamilton
Christopher Thomson
Andrew Fairie
Ian Florence
Eddie Mather
Linda Mathers
Cath McNally
Jenny Shanks
Marketa Hola
Campbell Smith

Alistair McKinnon
Kenneth Kean – Left at 3.30 pm due to appointment
Maxwell Barbour
Alan Heron
Andy Smith – left at 2.30 pm
David Osterberg – left at 11 a.m.
Gemma Mazur
Stuart Finnie
Stuart Corbett
Gordon Cumming
Hugh Burns
Adam Peppard
John Munn
David Dougan
Lynne Gray
Stewart Gailey

Apologies

Gary Philips
Garry Kirkwood
Gemma Speir
Stuart Johnstone
Emma-Louise Smith
John Mullen
Thomas O'Pray
Jenny McFarlane
Stevie Innes
Billy Atkinson
Thomas Crombie

Guests/ Observers

David Kennedy - Deputy General Secretary, Scottish Police Federation
Andrea MacDonald – Chair, Scottish Police Federation

OPENING OF MEETING

The Chair opened the meeting and welcomed the members. He gave a special welcome to the following guests; Andrea Macdonald, SPF Chair and David Kennedy, SPF Deputy General Secretary.

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 opportunity.

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.

Members were advised that the WAC would break for the separate Committee meetings after items 3 and 4 on the agenda; Election of Secretary and Election of Vice Chair.

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 SECRETARY

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 the post of WAC Secretary was 1700 hrs on Thursday 22 February 2018 and as a result, the following nominations were received within the stipulated timescale;

Gary Mitchell
Andrew Fairie

The election for the post of WAC Secretary then took place and after the vote, Gary Mitchell was duly elected as WAC Secretary.

The West Area Committee Chair congratulated Gary.

4. ELECTION OF WEST AREA COMMITTEE VICE 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
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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 the post of WAC Vice Chair was 1700 hrs on Thursday 22 February 2018 and as a result, the following nominations were received within the stipulated timescale;

Campbell Smith
Jennifer Shanks

The election for the post of WAC Vice Chair then took place and after the vote, Jennifer Shanks was duly elected as WAC Vice Chair.

The West Area Committee Chair congratulated Jennifer.

5. MINUTES OF PREVIOUS MEETING & ACTIONS

The minutes of the previous meeting had been circulated to the members on 6 March 2018 therefore copies were provided for anyone who had not had a chance to read through the minutes in advance of the meeting.

The minutes were thereafter approved as a true record of the meeting.

Actions from previous meeting

Action 1 – Training

Issue raised regarding lack of training opportunities for Divisional Representatives was raised.

Request Names of Representatives who have still to receive SPF Basic Training Course

Advise SPF HQ of number of WAC Representatives requiring basic training.

Update - SPF Vice Chair advised on 12/12/2017 of numbers of WAC Representatives who still require training.

COMPLETE

Action 2 - JCC Finance Committee

Request made by WAC Federation Representative to David Ross for a breakdown of SPF wages as per the accounts. This has not yet been provided.

WAC Chair was not aware that this information had been requested and will make contact with D. Ross to progress

Update - The figure in question was not found in the accounts and as such the member contacted to ascertain where this figure was obtained. No further contact from member in this regard therefore action closed. Any questions regarding accounts should be referred to the General Secretary. Members to ensure enquiries are evidence based.

COMPLETE

Action 3 - Operational Duties

Ascertain if there has there been a review of shift patterns implemented in 'G' Division over summer. This relates to Case Management and PPU.

Update - 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.

ONGOING

Action 4 - Equality

Federation Subscriptions

Officers on maternity leave having to continue to pay full subscriptions for Insurance and other federation schemes. Is it possible to look into reducing subs from members whilst on maternity leave? Raise matter at JCC.

Update – This matter has been previously discussed by the Finance Committee and was rejected due to fairness across the membership.

COMPLETE

Action 5 – Health & Safety

With regards to the mechanism now 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. Officers should be encouraged 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) to confirm if the information regarding near miss can be circulated to members as presently sitting with JCC.

Update - 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 is still ongoing.

ONGOING

One member had a question regarding the completion of near miss forms in relation to Officers' breaks continually being interrupted. There are concerns in relation to Managers making the decision as to whether to record a near miss or not, the decision of which can alter accurate figures of near misses.

6. LEGAL ADVICE & ASSISTANCE

26 files have been submitted to the Deputy General Secretary for legal advice since the last WAC Meeting:

- Criminal Legal Defence x7
- Civil Legal Defence x1
- Appeal against dismissal x1
- CICA x1
- Injury on Duty x7
- Employment Dispute x3 (2 serving and one retired)

- Misconduct x3
- Fatal Accident Enquiry x2
- Other x1 (dispute with DVLA)

This does not include any that may have been submitted directly to Woodside Place.

7. JOINT CENTRAL COMMITTEE (JCC) - NATIONAL UPDATES

The Chair informed the Committee that the minutes from the JCC Meeting held on 31 October and & 1 November 2017 were circulated via WAC Circular 12 on 22 February 2018.

The last meeting of the JCC was held on 13 and 14 February 2018. The minutes will be circulated after approval at the next JCC Meeting. He then provided the following updates;

Police Negotiating Board (PNB)

The General Secretary had sought views from across the JCC regarding the tack to be taken when negotiating this year's pay settlement. Discussions took place regarding the various inflation indices, claims and settlements elsewhere in the private and public sectors.

He also advised that work is also ongoing in relation finalising the details of the rest day disturbance allowance which formed part of this year's settlement.

Pensions

The General Secretary provided a general update regarding the complexity of the governance arrangements and a dissatisfaction with the level of service being provided by the SPPA and advised that basic mistakes are still being made.

Scottish Police Consultative Forum (SPCF)

The General Secretary had updated the Committee that the SPCF had met on 1 February in Glasgow with inputs being given on the 2026, Working Hours and the integration of British Transport Police (BTP) with Police Scotland.

Scottish Police Authority (SPA)

The General Secretary advised that a new Chair has been appointed after a period of instability and controversy. The SPA have started receiving invites to attend some meetings from which they were previously excluded which is a positive sign.

Scottish Police Budget and Finance

The General Secretary updated the Committee that the budget for next year is still being finalised with Police Scotland now being eligible for VAT relief.

Mutual aid was supplied to Forces in England & Wales after the terrorist attacks.

Joint Negotiating and Consultative Committee (JNCC)

This last met on 20 November 2017 and an update was given at the previous WAC.

2026

The General Secretary advised the JCC that the SPF has received updates from the 2026 team relating to some of the 36 work streams and 13 programmes that make up the 2026 project.

There will be benefits from work that is being carried out under the 2026 banner such as new PDAs and wider rollout of Body Worn Video but there is still a lack of capacity and compatibility on the PSoS network that needs to be resolved before these technologies can be introduced.

However the force is also carrying on with other reforms which represent a significant spend with little or no evidence to show what improvements they will bring. The prime example being telematics.

Linda Duxbury and her Canadian colleagues are progressing with their research and the Change Survey will be publicised on the Intranet. This will form part of the evidence that will be submitted by the SPF to the 2026 project. It is appreciated that there have been a number of surveys carried out recently and members are encouraged to spread the word and have as many colleagues as possible fill the survey out. Some tablets have been purchased and it is intended that they will be taken out to offices for members to fill in the survey. Assistance may be sought from some Representatives to do this. Once the survey closes on 6 April the tablets will be raffled off as prizes for those members who filled in the survey and left an Email address.

Police Charities

The General Secretary provided updates regarding the Police Charities.

Police Treatment Centres (PTC)

Over 3000 officers were treated last year with 800 of them undergoing the psychological wellbeing programme. Discussions about future extension to PTC facilities to meet rising demand are taking place.

St George's Trust

An update was received that the trust wish to publicise the assistance that they can give to officers who have to retire due to ill health.

SPF Bravery Awards

The 2018 awards have been provisionally booked to take place on Thursday 29 November 2018. Representatives and members who become aware of incidents which merit nomination for a bravery award should contact their area Committee Offices for a nomination form. The nomination process is now open and will close in August for this year's awards.

The WAC Chair will send out a WAC Circular in relation to the Bravery Awards, seeking nominations.

ACTION – WAC CIRCULAR RE BRAVERY AWARDS

Scottish Police Memorial Trust.

This year's event will take place at the Police College on 5 September.

National Police Memorial Day

This year's event will take place in Belfast on the 29 and 30 September.

Eurocop/ICPRA

The General Secretary updated the Committee that the next meeting of Eurocop is scheduled for 3 and 4 May, membership of this organisation is expanding with representatives looking to join from Portugal and other countries.

ICPRA is involved in research and joint working with the International Labour Organisation into the future of work, automation, and funding of services.

Other

Workforce Agreement (WFA)

The Deputy General Secretary provided the following update to the Committee. The WFA is the legal document which allows for our members to work variable shift arrangements (VSAs) rather than regulation shift patterns. In order for this to be achieved

there is a collective agreement to forgo certain protections under the Working Time Regulations 1998. The current WFA was due to expire in August this year however either party, Police Scotland or the SPF can give notice to withdraw early provided that sufficient notice is given. The SPF has given this notice which means that the current WFA will expire in July.

One member asked if the definition of "Exigencies of duty" could be clarified and the WAC Chair advised that this was presently the subject of re-negotiation and will be raised nationally. Several aspects are being looked at.

One member asked how this would affect officers in terms of a regulation shift and the Workforce agreement (WFA).

The Deputy General Secretary gave an update on the legal situation with regards to Held in Reserve. A meeting will be held next week regarding challenges by officers. Members were advised that training courses do not fit into this remit.

With regards to the Allard case, it is in final negotiations and will potentially affect anyone who has been on call. It is hoped that the matter will be resolved in the next few months.

Holiday pay claim – This is still being negotiated with Police Scotland and if there is no result by 20 March then legal advice will be sought.

The WAC Secretary Elect gave an update on the recent visit from Officers from the Canadian Police Force. This had been a very worthwhile experience for both the Officers and for SPF. The Officers got the opportunity to visit both K Division and Skye Police Officer to give them an experience of both rural and urban policing in Scotland.

The meeting broke for lunch and divisional meetings. Return at 2 pm

8. JOINT CENTRAL COMMITTEE CIRCULARS

The following circulars had been issued.

01/18	04.01.18 - Insp Ranks Update on Working Time ICC Circ 1-2018 - Information
02/18	08.01.18 - JCC Minutes 31 Oct/1 Nov 2017 - Information
03/18	09.01.18 - HMICS Scrutiny Plan 2018-19 Consultation
04/18	16.01.18 - Annual Police Plan 2018/19 - Consultation
05/18	30.01.18 - HMICS Local Policing & Insp Prog - Insp of custody centres located in Tayside Div - Information
06/18	30.01.18 - JCC Agenda & Papers February 2018 - Information
07/18	08.02.18 - Conduct, Equality & H&S Subject Committee Minutes January 2018 - Information
08/18	08.02.18 - Finance, L&R and Op Duties SC Minutes January 2018 - Information
09/18	15.02.18 - Tax Relief on Professional Fees, Subscriptions, and Maintenance of Uniform - Information
10/18	16.02.18 - Eurocop - Catalogue of position papers, policies and objectives - Information

9. WEST AREA COMMITTEE CIRCULARS

The following West Area Committee Circulars had been issued.

01/18	08.01.18 - Inspecting Ranks Update on Working Time - ICC Circ 1/2018 - Information
02/18	09.01.18 - Operational Duties Minutes - September 2017
03/18	09.01.18 - Equality Committee Meeting Minutes - September 2017
04/18	11.01.18 - Health and Safety Minutes - July 2017
05/18	11.01.18 - JCC Circular 3/2018 - Consultation
06/18	11.01.18 - Conduct Committee Meeting Minutes - September 2017
07/18	15.01.18 - West Area Committee Dates 2018
08/18	16.01.18 - Annual Police Plan 2018/19 - Consultation
09/18	30.01.18 - Election of WAC Office Bearers
10/18	14.02.18 - WAC Chairs and Secretaries - Post-WAC Meeting Minutes
11/18	15.02.18 - Federation subscriptions - Tax Relief
12/18	22.02.18 - JCC Minutes October/November 2017 - Information
13/18	23.02.18 - Nominations for the post of Secretary and Vice Chair of the West Area Committee
14/18	26.02.18 - Retirement of Malcolm MacDonald

One member asked if all circulars were now being forwarded to the new Microsoft Representative Email accounts as they had missed several circulars. Representatives were advised that the current Email system was still running although it was due to close shortly as members should have now been allocated their details for the new account. Following this discussion, one member asked if there was a recommended procedure for transferring over saved Emails from the current Email account to the new Microsoft Email. Information to be checked with IT department in this regard and WAC Representatives to be updated.

ACTION – Update Representatives in regards to new Email account

10. WEST AREA COMMITTEE CHAIR AND SECRETARIES MEETING

The Pre WAC meeting took place on 5 March 2018 at Merrylee House, the Actions for this meeting were discussed.

11. JOINT CENTRAL COMMITTEE (JCC) FINANCE STANDING COMMITTEE

The last JCC Finance Standing Committee Meeting was held on 24 January 2018. The minutes will be circulated after approval at the next meeting.

The WAC Chair reported that updates were given re current investments and potential investment opportunities, maintenance of SPF property and planned works.

An update was also given in relation to Member Services and the process for resolving complaints. Any members aware of any problems with the Insurance schemes please forward details to the WAC Chair in order to raise with the National Vice-Chair.

One member highlighted some issues with the current break down service provided under the Group Insurance policy. The WAC Chair asked for details to be forwarded to him and the matter will be raised with the SPF Vice Chair.

12. JOINT CENTRAL COMMITTEE (JCC) LEGISLATION AND REGULATIONS

The WAC Deputy Secretary (Equality) provided an update.

The last Legislation and Regulations Standing Committee Meeting was held on 24 January 2018. The minutes will be circulated after approval at the next meeting.

The main topic at this meeting was the merger with British Transport Police, the dynamics of which have since changed.

13. JOINT CENTRAL COMMITTEE (JCC) OPERATIONAL DUTIES COMMITTEE

The WAC Deputy Secretary (Equality) provided an update.

The last West Area Operational Duties Committee meeting was held on 8 January 2018. The minutes will be circulated via WAC Circular after approval at the next meeting on 2 April 2018. At the West area meeting Kenny Kean was elected as Secretary following the resignation due to promotion of Chris Thomson. Firearms shifts was discussed.

The JCC meeting took place on Wednesday 24 January at Merrylee House. Some of the issues raised were People and Development. Carol Lloyd is the new lead for Leadership and Development monthly meetings have been scheduled with the SPF Vice Chair, David Hamilton.

Leadership strategy is due to be published and the police diploma will be reviewed. The Committee were also updated on the promotion process and advised that assessments are being reviewed to make the whole process more transparent and to ensure information is provided regarding the process. A survey is being sent to previous applicants for feedback.

Jude Helliker, Head of HR is currently reviewing the process for temporary ranks.

CBRN and public order - 15 CBRN carriers within the Force require to be replaced. Discussion surrounding making the public aware of the need for Police Officers to be fully kited out at certain events, including old firm games as there are a number of "supporters" now marching with flares.

Custody - on the instructions of Assistant Chief Constable, a number of officers have been seconded to custody, 62 officers from divisions and 42 from specialist departments if they have a previous knowledge of custody. This is due to the introduction of the Criminal Justice Scotland Act to assist within the custody suites. There has been no final decision regarding the wearing of Personal Protective Equipment (PPE).

C3 - recruiting still appears to be an issue more so in our area and not the East and North.

Following the publication of a memo from 'Q' division making the imposing time off restrictions from 29 June until 12 August for forthcoming events, an emergency meeting was convened by Video Conference on 1 March 2018 and it had been agreed to try and establish exactly how many events were planned including small events which may only involve one or two officers in order that we can establish figures required.

A full meeting was convened on Tuesday 6 March 2018. This meeting primarily discussed what options were open to the Federation and it was agreed around the room that it wouldn't be prudent to await the JNCC in approximately 4 weeks so it was agreed that a move would be made to the SerVice to propose an action plan.

One member raised the matter of the recent adverse weather and that the information put out to operational Officers during this period was extremely poor, many officers could not travel to work, reducing the number of front line officers. The IT system collapsed and there was no access to storm or scope - Is there any backup system to access information for officers? Various incidents of concern were raised including no way of accessing Police Officers personal information/next of kin in the event of an emergency.

The SPF Chair agreed that such matters have been brought to the attention of the Force and it is hoped that SPF will receive an invite to any de-brief. It is apparent there are several issues in regards to IT, Health & Safety etc. SPF has a duty of care to the members and there should be adequate IT to deal with such situations.

Andy Smith left meeting at 2.30pm

14. JOINT CENTRAL COMMITTEE (JCC) CONDUCT SUBJECT COMMITTEE

The last JCC Conduct Subject Committee Meeting was held on 23 January 2018. The minutes will be circulated after approval at the next meeting.

The last West Area Conduct Committee meeting was held on 11 January 2018. The minutes will be circulated via WAC Circular after approval at the next meeting on 5 April 2018.

The WAC Secretary Elect reported that he had fully resumed control of the conduct lead portfolio and has been reviewing all matters during his absence, maintaining regular contact and assisting where necessary.

Both the WAC Secretary Elect and WAC Deputy Secretary have begun working through SPF conduct spreadsheets with the purpose of getting annual updates from Professional Standards Department (PSD). This work is near completion

Both the WAC Secretary Elect and WAC Deputy Secretary have attended at Professional Standards Department (PSD) for a meeting with the Senior Management and new conduct and criminal team. This is a result of moves and changes in the department, it still remains the case that we know the majority of the Investigating Officers: The meeting

was very successful allowing The WAC Deputy Secretary to meet the PSD team. It was also a good opportunity to discuss views and agree best practice.

It was agreed that this will be a regular event. The relationship continues to be open frank and productive. A meeting also took place with ACC Speirs for a brief catch up.

The national meeting for the Conduct Leads due last week in Dundee had to be cancelled due to the weather. It has been rearranged for Tuesday 13 March 2018.

The Vice Chair formally thanked all West Area Representatives who offered their assistance with conduct matters during his absence and gave personal thanks to Lorna Hogarth for her support and her commitment and efforts to support the members and the Committee.

Personal thanks and thanks on behalf of the West Conduct Committee were also extended to Nicola Montgomery. Nicola has been a tremendous asset for the West Area and her assistance with administration and IT skills and her highly professional contacts with challenging officers was acknowledged. She has moved to a new challenge at SPF Woodside Place, where there is no doubt, she will be a success.

It is also important to record thanks from the West Area Office Bearers, the Committee and the legacy Strathclyde Board to Malcolm Macdonald for his efforts for our members in matters of conduct, his contribution was substantial and successful for many. Best wishes to him and Alison for a long healthy and happy retirement. The Vice Chair also recorded his personal thanks for the kind wishes received during his absence.

15. JOINT CENTRAL COMMITTEE (JCC) EQUALITY SUBJECT COMMITTEE

The West Area Deputy Secretary (Equality) reported that the last JCC Equality Subject Committee Meeting was held on 23 January 2018. The minutes will be circulated after approval at the next meeting.

The Deputy Secretary (Equality) updated the Committee that the Menopause Awareness Event took place on 13 December 2017 and all the feedback was extremely positive. Some areas of the Service and the Scottish Women's Development Forum have expressed an interest in running similar events. Correspondence has been sent to DCC Fitzpatrick who attended at the meeting to see how it was progressing with some of the learning points raised from the floor.

She advised that there is to be an update made available on the website regarding Frequently Asked Questions especially around pay for officers on maternity leave. The matter of reduction in subscriptions was raised. This had also been raised at the last WAC and the JCC Equality Committee, she had been advised that this has been raised previously at the Finance Standing Committee and was rejected on grounds of fairness. If it is to be raised again a Business case will require to be prepared.

At the JCC Equality Committee an update was provided regarding specialist role fitness testing and the Assistant to the General Secretary for Equality had received communication that legal opinion had been sought by the Service and the fitness tests comply with Equality Legislation.

She updated the Committee that the Equality leads met on 23 January, specifically to discuss Conference. The subject matter will be Unconscious Bias and it will be presented by an outside speaker. Laughology, the company who presented the Menopause Awareness have been contacted and a quote has been obtained for approval by Woodside Place.

The West Area Deputy Secretary (Equality) will attend the Police Dependents Trust Conference next week, the theme is Raising Awareness in Police Wellbeing. There are a number of speakers and the topics include an input on Trauma Resilience in operational policing specifically relating to Post Traumatic Stress Disorders in frontline Policing. This is an area that has seen marked increase in number of cases in recent years. An update from this Conference will be provided to both the Equality and Health and Safety Committees as this straddles the two areas of business.

The West Area Deputy Secretary (Equality) asked for any questions;

One member raised the matter of annual leave entitlements for officers who are off sick during their annual leave. If an Officer reports sick whilst on annual leave, the period of leave should automatically be given back.

The matter was discussed briefly along with Re rostered rest days and TOIL. The WAC Chair advised that the situation will be monitored with regards to annual leave and a circular will be issued if required.

One member informed the meeting of a Police Mutual Assurance Society (PMAS) road show where advice on finance, pensions and wellbeing is available.

The WAC Secretary advised members that PSoS may be supporting this but SPF are not.

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

The last JCC Health and Safety Subject Committee Meeting was held on 23 January 2018. The minutes will be circulated after approval at the next meeting.

The last West Area Health and Safety Committee meeting was held on 10 January 2018. The minutes will be circulated via WAC Circular after approval at the next meeting on 4 April 2018.

The Chair updated the Committee on the following Health and Safety matters.

- Deployment of Firearms resources - Any issues/queries should be passed to the SPF Vice Chair to raise with C3.
- Risk Assessments for Temporary Places of Duty
- Events - Various meetings have taken place at a local and nation level regarding Events Planning
- Driving Authorisations

Area Updates

North

Matters of discussion included 12 hour working in custody, ear-defenders, lack of medical provision in E Division (custody), taser – numbers, training and shields in OST training.

East

Matters of discussion included Rank ratio reductions, refreshment breaks, uniform, plea bargained cases, sharp containers being removed from vehicles, H&S training for representatives and de-fibrillators.

West

Matters of discussion included ambulance service using police and the effect of this on police resources and mental health provision.

Custody Sub Group

Solicitor access rooms, 12 hour shifts, booking in of custodies and risk assessments for custody suites in the West and East areas were discussed.

PSoS H&S Updates

Force Executive H&S Board

Matters on the agenda include fire safety; H&S Wellbeing Performance Report, defibrillators, the dive unit, custody, flu vaccinations, vehicle equipment, breath screening devices and self-inflating vests.

Wellbeing Group

Association of Police Health & Safety Assistant to the General Secretary Health & Safety Advisors (APHSA)

The AGSH gave an update. Matters discussed included "Assessment to help" which is a confidential assessment on mental health issues. This has yet to be rolled out. The AGSH had written to DCC Livingstone regarding safety representatives and how behind schedule they were with safety inspections. They also discussed the on-going issue of overloading cars. It was agreed that vehicles were not fit for purpose due to the kit requiring to be carried.

Uniform/PPE/OST

Matters discussed included trousers, maternity wear, waterproof high-vis jackets, Kevlar gloves, body armour, and their protection levels.

Taser Working Group

The reluctance of officers to take on this specialism was discussed.

Other H&S Meeting Updates

Joint UK H&S Meeting

Matters discussed included Inspections/Investigations and training. Various inspections had been carried out across the area

One member highlighted checklists regarding carrying equipment and pointed out that shields are not mentioned in the checklist but are vitally important. Members were advised that the AGSC (H&S) has been pursuing this. Unfortunately it appears that vehicles are inadequate in terms of capacity to carry essential items.

The WAC Chair gave an update on the new body armour which is 30% lighter and more formable for body shape. It is slightly less effective but the difference in protection is marginal.

One member asked when the new body armour would be rolled out.

The Chair advised that the contract has still to be finalised and asked the member to forward an Email with any questions in respect of this matter and he will make necessary enquiries and report back.

ACTION – Member to Email WAC Chair for further information.

Several issues were discussed. The WAC chair advised any member with specific concerns to Email him direct.

Tracy Bryan left the meeting at 3.05 pm

17. Local Negotiating and Consultative Committee (LNCC)

There have been no meetings of the LNCC since the last WAC Meeting.

18. Local Police Commanders (LPC)

The Deputy Secretary (Health & Safety) updated members.

Meetings are held monthly and there have been two meetings since the last WAC Meeting. They took place on 12 February and 6 March 2018.

The meeting on 12 February was attended by both the Deputy Secretary (Health & Safety) and the WAC Chair. The meeting on 6 March was attended by the WAC Chair.

A number of items were discussed:

Absence rates
Review of the Recruitment process
Core Overtime spending
Annual Leave
Funding for events
TOIL buyout
Flu jabs
Temporary Ranks

19. MOTIONS

There were no motions

20. CORRESPONDENCE

The following items of correspondence had been received:

- 12.01.18 Email from Gerry Welsh intimating his resignation from WAC
- 25.01.18 Email from Gary Mitchell confirming intention to stand for post of WAC Secretary
- 02.02.18 Email from Jennifer Shanks confirming intention to stand for post of WAC Vice Chair
- 09.02.18 Email from Campbell Smith confirming intention to stand for post of WAC Vice Chair
- 20.02.18 Email from Andrew Fairie confirming his intention to stand for the post of WAC Secretary
- 23.02.18 Resignation from Phil Maguire (retirement) – received 23.02.18

- Resignation from Malcolm Macdonald due to retirement

21. COMPETENT BUSINESS

There were no items of competent business

22. CLOSE OF MEETING

The West Area Chair thanked Philip Maguire for his help and assistance as both an Area Representative and for the recent full time assistance given to the WAC and wished him well in his forthcoming retirement.

The Deputy Secretary (Equality) thanked Malcolm Macdonald, WAC Secretary and wished him well in his forthcoming retirement.

Malcolm thanked the West Area Committee, full time office bearers and staff at both Merrylee House and Merrylee Road office during his term as Office Bearer.

Paul Connelly
Chair

Malcolm Macdonald
Secretary

Fiona Morris
Deputy Secretary



SCOTTISH POLICE FEDERATION

Constables' West Area Committee

Ref: IF/LW

Minutes of the West Area Constables' Committee
Held in the Glynhill Hotel, Renfrew on 8 March 2018 at 10 a.m.

1. ROLL CALL & OPENING OF MEETING

The Committee Vice Chair opened the meeting and welcomed all present. The Committee Vice Chair reminded members that the standing orders were adopted at the opening of the joint meeting and will remain in place for the duration of today's business.

2. MINUTES OF PREVIOUS MEETING

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

3. MATTERS ARISING

3.1 Committee vacancies

There were no Committee vacancies.

3.2 Pay, allowances and conditions of service

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

3.3 Shifts

That WAC Secretary (Elect) reported that there was no rank specific issues and a full report would be provided at the full WAC meeting.

Members were asked if they get feedback about shift patterns to make sure they were compliant.

3.4 Committee reports

(a) Health and Safety

The WAC Secretary (Elect) reported that there was rank specific issues and a full report would be provided at the full WAC meeting.

A member raised an issue with the comfort of body armour. The Committee were informed that engagement is ongoing with the Force.

A Member asked if the agreement for retrospective claims for being held in reserve was still in place. The WAC Secretary informed the Committee that work was still ongoing with the JCC and that there is nothing to date to say this has changed.

A member raised the issue of near miss reports being submitted by officers and not being put forward by supervisors. The WAC Secretary (Elect) informed the Committee that near misses are covered under H&S legislation and as such if a near miss report was interfered with it would be an offence.

A member raised an issue with problems at a long-term locus in their division. This issue was known about and work is ongoing to resolve the matter with local supervisors.

(b) Equality

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

A member raised the issue of officers from their division being informed they could lose their C.R.T.P if they have had 3 absences due to sickness. The WAC Secretary (Elect) informed the Committee this should not be the case. The WAC Deputy Secretary (Equality) will be attending at this Division and will raise this Issue.

A member raised an issue regarding special leave being only 2 Days. The WAC Secretary (Elect) informed the Committee this should not be the case.

(c) Operational Duties

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

(d) Conduct

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

3.5 JCC Report

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

A member raised the issue of officers still not getting refreshment breaks. The WAC Deputy Secretary (Equality) updated the Committee that the JCC had requested examples.

Examples had had been passed but there was an insufficient number and as such the JCC had closed it. The Committee Secretary updated the members that officers can now record not getting a refreshment break on SCOPE under a Working Time Regulations Claim. Once figures are known this matter can be raised again.

The Committee Secretary informed the Committee that they had sent correspondence to the General Secretary to ascertain if Guidance was being sent out on what officers can claim if they are unable to refresh in the normal manner. A reply was received looking for examples.

Further correspondence has been sent and a reply is awaited.

4. CORRESPONDENCE

The Committee Secretary informed the committee that the WAC Secretary was retiring. On behalf of the Committee, The Committee Secretary thanked him for all his hard work over the years and wished him well in the future.

5. MOTIONS

There was no motions.

6. COMPETENT BUSINESS

A member raised the issue of the Police Diplomas relating to the amount of work involved. The WAC Deputy Secretary (Equality) updated that work was still ongoing and that the JCC Vice Chair David Hamilton was the lead.

7. DATE OF NEXT MEETING

The next meeting will be held on 7 June 2018.

8. CLOSE OF MEETING

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

Ian Florence

Secretary

Tracey Bryan

Vice Chair