



SCOTTISH POLICE FEDERATION WEST AREA COMMITTEE

Ref: MB/MM/NM

Minutes of the First Quarterly Meeting of the West Area Committee held in the Glynhill Hotel on 2 March 2017 at 9.30 a.m.

1. ATTENDANCE AND OPENING

WAC Office Bearers

Martin Bertram	-	Chair
Malcolm Macdonald	-	Secretary
Gary Mitchell	-	Vice Chair
Fiona Morris	-	Deputy Secretary (Equality)
Paul Connelly	-	Deputy Secretary (Health & Safety)

West Area Committee

Attendance

Ian Florence
Lee Hamilton
Marketa Hola
Chris Thomson
Mark Dines
Gary Phillips
Linda Mathers
Jennie Macfarlane
Neil MacKay
Alan Thompson
Emma-Louise Smith
Cath McNally
Gemma Speir
Tracey Bryan

Kenny Kean
Stuart Finnie
Alistair MacKinnon
Jenny Shanks
Garry Kirkwood
Gordon Cumming
Colin Fraser
Gerry Welsh
Paul McWhinnie
Campbell Smith
Brendan McMahon
Phil Maguire
Hugh Burns
Adam Peppard
William Worn
Lynne Gray
John Munn
Gemma Mazur
Tommy Crombie
Lorna Hogarth
Gary Gray
Alan Heron
David Osterberg
Eddie Mather

Apologies

Adam Smith
Andrew Fairie
Michael McCaughey
Stevie Innes
Joe Thomson
Michael Williamson
Billy Atkinson
Ruth Gilfillan
Andy Hastie

Observers

Calum Steele – General Secretary
Andrea MacDonald – SPF Chair

David Osterberg requested permission to leave the meeting at lunch and Gordon Cumming requested permission to leave the meeting at 3pm. This was granted by the Chair.

Calum Steele and Andrea MacDonald left the meeting at 12pm.

OPENING OF MEETING

The Chair opened the meeting and welcomed everyone to the First Quarterly Meeting of the West Area Committee. The Chair thanked the General Secretary Calum Steele and the SPF Chair Andrea MacDonald for attending the meeting. The Chair also made a special welcome to newly elected 'U' Division Representative Adam Peppard.

Due to the earlier finish the Chair requested that the duration of the Separate Meetings be kept to 45 minutes in order to start the main meeting earlier.

Secretaries of the Separate Committees were requested to submit their minutes to Nicola Montgomery by the end of the month in order that the full Committee Minutes can be circulated timeously. Members were reminded that draft minutes should not be forwarded on to the wider membership until approved at the next meeting.

The Chair reminded members that attendance at West Area Committee Meetings is duty time and any member wishing to leave the meeting early would need to seek permission from the Chair.

The Chair also reminded members to sign the attendance book and advised the members that forms were available for members to complete with their preferred contact number. These should be completed and returned before the end of the meeting.

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. MINUTES OF PREVIOUS MEETING

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

Actions from previous meeting

The following actions were raised at the previous WAC Meeting held in December 2016 and updates were provided.

Action 1 - WAC Circular to be issued with 2017 WAC Meeting dates.

Update - WAC Circular 65/2016 was sent to all WAC Representatives on 30 December 2016.

Action Complete

Action 2 - Remove Item 16 (5CLNCC) from Agenda

Action Complete

Action 3 – Send PDF copy of Rule/Regulations to a new member by email pending their induction at Merrylee House.

Update - Email sent to the member on 14 December 2016.

Action Complete

Action 4 – A member reported issues accessing information within Custody Division in 'V' Division.

Update – Deputy Secretary (H&S) has investigated this issue and relevant training has been provided.

Action Complete

Action 5 – West Area Committee to make representation to request that Charles Cohen is accommodated at Tulliallan to reduce the total cost of his visit to Police Scotland.

Update – The Chair informed members that the SPF will not be requesting that Charles Cohen is accommodated at Tulliallan and that he will instead be accommodated by a hotel at the SPF's expense.

A member asked why the SPF would not be requesting that Charles Cohen be accommodated at Tulliallan.

The Secretary advised the members that the cost of any fraternal guest attending an event at the SPF's request must be covered by the SPF.

The Chair advised the Committee that there is no confirmed date for Charles Cohen's visit.

Action Ongoing

Action 6 - Forward the names of WAC Representatives who require SPF Training and those who have confirmed their availability for the training arranged for 23-25 and 25-27 January 2017 to the SPF Chair by 5 December 2016.

Update – The SPF Chair received an email on 2 December 2016 with Representative's names and those who have confirmed their availability.

The Chair requested that any Representatives who still require training inform the West Area Office.

Action Complete

Action 7 – WAC Representatives to forward details to Deputy Secretary (H&S) in respect of lack of budget for Police vehicle repairs.

Update - The Chair advised the Committee that this issue is still ongoing and that the Deputy Secretary (H&S) is communicating with Fleet. The Chair also advised the Committee that the East Area Health & Safety Lead, Brian Jones is communicating with Fleet in relation to equipment and the purchase of standard equipment in vehicles.

The Chair informed the members that there were issues with three vehicles in 'G' Division which have been identified and the matter is being progressed by the Deputy Secretary (H&S).

A full update on vehicle issues would be provided by the Deputy Secretary (H&S) at the Health and Safety input.

Action Ongoing

4. LEGAL ADVICE & ASSISTANCE

The Vice Chair informed the members that we have submitted 20 Files to SPF Legal for Legal Advice & Assistance since the last WAC Meeting.

- Misconduct – 3 files
- Criminal Legal Defence – 6 files
- Injury on Duty – 5 files
- Employment Dispute – 2 file
- Property Dispute – 1 file
- Fatal Accident Inquiry – 3 files

The Vice Chair advised members that the above figures represent files that have been sent through the West Area Office only.

5. JOINT CENTRAL COMMITTEE (JCC) – NATIONAL UPDATES

The Chair reported that the minutes from the JCC Meeting held on 1 and 2 November 2016 were circulated via WAC Circular 14/17 on 14 February 2017.

The last meeting of the JCC was held on 7 and 8 February 2017. The minutes will be circulated after approval at the next JCC Meeting.

The Chair provided the following update.

Police Negotiation Board

There have been no meetings of the Police Negotiation Board (PNB) since the last JCC meeting. The reason for this is that the meetings have been reduced from four meetings per annum to three. The last PNB meeting was held on 22 February 2017 and an update would be provided at the next JCC meeting.

Staff Side Meetings were held on 19 January 2017 and on 15 February 2017. Wider issues discussed at the meeting were Held in Reserve and Exigencies of Duty.

A letter has been written to the Secretary of the PNB in relation to kinship care and fertility treatment.

Exigency of Duty

The document in relation to Exigency of Duty and the framework is almost in agreement with a small matter to be discussed and the SPF are optimistic that this will be completed in the near future.

Held in Reserve/Overnight Allowance

This is on hold until the result of the legal case is known, the case was heard on 27 December 2016.

Pay Claims

The General Secretary advised the meeting that historic pay claims made by the SPF used to be based upon an index of manual workers' pay increases. It was likely future significant pay claims will be more difficult to obtain due to the current financial state of the Police Service of Scotland. In an attempt to re-establish links to an index the staff side had based recent pay claims on, the median for pay increases for Scotland. The General Secretary indicated that any significant pay rise in 2017 are likely to be met with considerable resistance by the Scottish Police Authority (SPA).

The General Secretary urged the Committee to inform our members to stop working for free. This is working out with the Regulations. The impact this has on the request for more money and Police budget cannot be quantified, however the Police Service of Scotland and the Scottish Police Authority state that they can work within the budget provided. However it is the Federation's stance that we cannot fulfil expectations of the professional service that we are on the budget provided, and if Officers continue working for free then the exact amount requested will always be less and will always manage to work within that parameter.

A member stated that Officers working for less than they are due is an ongoing issue and it is important that Representatives continually pass on the message that Officers (particularly Constables) need to stop working for less.

A member stated that it has become apparent within their Division that Officers are withdrawing from the Police pension scheme due to poor pay. The member suggested that the SPF conduct a survey to ascertain how many Officers are withdrawing from the pension scheme and suggested that the results of such a survey could be used in the next submission for a pay increase.

The Chair advised the member that a survey would not be possible as Officers withdraw from the pension scheme for various reasons unrelated to pay and a pay rise of 1% or 2% would not have a great impact on Officers livelihoods.

The Secretary reiterated that there will be numerous reasons for Officers leaving the pension scheme. The Secretary also stated that the security offered by the pension scheme for an operational Officer is monumental and stressed the risks involved in leaving the scheme.

A member stated that they believe it is important to know how many Officers are choosing to leave the Police pension scheme and the Federation schemes and their reasons for leaving. The member expressed concern for members' futures as a result of leaving the pension scheme.

The member stated also the importance of informing members of the consequences of withdrawing from the pension scheme and the loss of the death in service benefit that comes with being a member of the pension scheme. The member believes that many Officers are not aware of all the benefits of being a member of the pension scheme and that these benefits should be better communicated to Officers.

The Secretary advised that it is the personal responsibility of members to know the benefits of the schemes that they contributing to. The SPF can only highlight the consequences of leaving the pension scheme if a member approaches the SPF directly as the SPF are not the providers of the pension scheme.

The Secretary stated that the SPF would encourage any Officer considering leaving the Federation Schemes to contact the SPF before making their decision.

The Chair informed the members that there are standard letters sent out to Officers who are considering leaving the Federation Schemes which explain all of the risks of leaving.

A member asked if there is any indication that the 2026 project will result in better pay, terms and conditions for Officers.

The Chair informed the member that the 2026 project will not be looking at pay and conditions for Officers.

The General Secretary reiterated to the committee that there was no indication the 2026 project will be looking at the pay and conditions of Officers. The General Secretary stated that due to the financial environment of the Scottish Public Sector and the whole of the

UK it will be a challenge to maintain the current terms and conditions and that any improvement on terms and conditions are unlikely. The General Secretary informed the Committee that as recently as the past few weeks The Treasury has tasked all Governments to come up with more money savings from the budget of 2020 onwards and that the future financial situation continues to look bleak.

The General Secretary informed the members that the Scottish Public Pensions Agency, the Police Service of Scotland, the Scottish Police Authority, the Scottish Police Federation and the Scottish Government continue to have ongoing discussions about the challenges that are presented by the new Care Scheme and particularly about member contributions. The General Secretary stated that the difficulty the SPF face as a staff association is that whilst the SPF are not responsible for pensions, the SPF has a deep personal affiliation with every member and feel very strongly that they need to look after their own personal wellbeing and have an explanation as to the importance of pensions narrated to them.

The General Secretary stated that the number of members in the pension scheme does not affect the affordability of the scheme. The way that the scheme is structured is not dependent on having a predetermined number of members. However there are revenue implications for scheme members given that those who are paying today are paying for those who retired yesterday. The General Secretary stated that the SPF continues to stress the importance of sharing information across these organisations, all within the Police service, to make sure that there is a recognition that the livelihood, wellbeing and financial wellbeing of members is looked after.

The SPF Chair stated there has been no overwhelming amount of members leaving the Federation Schemes. The SPF Chair also stated that there have been a number of people seeking to join the Federation who previously did not sign up when they joined the Police and people seeking to re-join after previously withdrawing from the schemes.

The SPF Chair informed the Committee that the SPF legal fees have gone down since taking the legal work in house in 2016.

A member asked if Officers who have opted out of the Police pension scheme will be forced to re-join now that there is a legal requirement for employees to have a work place pension.

The Vice Chair stated that it was not compulsory for individuals to be part of the Police pension scheme.

The member then asked if members who have opted out of the Police pension will be automatically enrolled back in when auto enrolment comes into place in April 2017.

The General Secretary informed the Committee that auto enrolment will be a legal requirement as of April 2017 for all employees however there have been some recent

changes to the applicability of when auto enrolment starts and there are some technical issues that the Force is having to work through with the Scottish Public Pensions Agency.

The General Secretary stated that there are Officers who have withdrawn from the pension scheme with a view to never re-join and there are Officers who chose not to join the scheme at the time of joining the Police. The General Secretary stated that when auto enrolment commences it will have to be a proactive step by those who are being auto enrolled to opt out.

The Deputy Secretary (H&S) informed the Committee that the HR and Finance Departments of the Police Service of Scotland intend on sending correspondence to Officers who are not in the pension scheme in advance of auto enrolment commencing to ask them what their preference is.

A member informed the Committee that some Officers have already received correspondence regarding auto enrolment.

Pensions

The General Secretary referred to JCC Circular 01 of 2017 and there is no change to our stance in relation to pensions.

The General Secretary had stated that the Scottish Public Pensions Authority (SPPA) Board Annual Benefit Statement had still not reached 700 part-time Officers which is completely unacceptable. This matter was raised at the meeting with this regard. There is currently a debate ongoing whether the SPPA Board have fulfilled their legal requirement in delivering the Annual Benefit Statement. The Career Average Related Earnings (CARE) calculator has been delivered however it does not work and work is ongoing to rectify same. The General Secretary further stated that he was awaiting correspondence from the Scottish Government in respect of the removal of the Chief Constable's discretion in respect of the 25% commutation for those over the age of 50 with 25 years' service. It has been agreed in England and Wales that it is within the Chief Constable's remit to refuse, however the SPF are looking to remove this in Scotland. The General Secretary had identified that within the 1987 pension scheme a 13 week payment was provided to widows and widowers however this is not within the CARE Scheme. This does not appear to be a deliberate act however it has been brought to the attention of the Home Office.

There are challenges ahead in respect of the transfer of the British Transport Police Officer's from their pension scheme to the new Police Pension Scheme or CARE Scheme. The General Secretary informed the Committee that Officers retiring on ill health may be subject to a tax charge, particularly those who have their enhancement of 7/60ths. This would increase their annual allowance and therefore they may be subject to tax charges, there is no way of avoiding the tax charge. This will only impact on Officers who are retiring on ill health and not a taxation of the lump sum.

Scottish Police Consultative Forum

There had been no meetings of the Scottish Police Consultative Forum since the last JCC meeting. As with the PNB, the meetings have been reduced from four meetings per annum to three.

Scottish Police Authority (SPA)

A meeting with the (SPA) was held on 12 December 2016, with a further meeting with Andrew Flanagan, the Chair of the SPA on 19 December 2016 and there was nothing of any effect taken from these meetings.

Scottish Police Budget and Finance

The General Secretary had provided an update in respect of the budget which is bleak with no great prospects of change. Even on receipt of the £25 million it is looking grim.

Joint National Consultative Committee (JNCC)

There had been no meetings of the JNCC since the last JCC.

Euro Cop/ICPRA (International Council of Police Representative Associations)

Updates were provided in JCC circulars 61 and 63 of 2016 and WAC circular 64 of 2016 which provide an insight into the items under discussion.

Euro cop the emphasis was on Terrorism – Are we ready?

ICPRA – Several issues were discussed with links to the circular, items of interest should be:-

Goodwill stretched too far in under strength Police Service – Police Federation Northern Ireland (PFNI).

A survey carried out on members of PFNI in which they received a 40% return which, amongst other factors, identified that 6 in 10 Officers do between 1-10 hours unpaid work.

Body worn cameras – Technology meets complexity - Alex Sutherland (RAND Europe) and Barak Ariel (University of Cambridge).

This was study carried out by Alex Sutherland and Barak Ariel and shows how the use of body worn cameras in Policing and the impact it has on level of complaints made.

Brexit and European Policing cooperation – SPF

Article by Calum Steele which had an abbreviated version in the Herald on 22 November 2016.

Other

The SPF are currently giving consideration to an App, work is in the early stages.

Police Charities

The Chair updated the Committee in respect of the charities and also informed the Committee that the SPF would be seeking nominations for the Bravery Awards which were a great success and would again be sponsored by Police Mutual.

Any nominations for Bravery Awards to the Deputy Secretary (Equality).

A Police Treatment Centres and St Georges Trust meeting was held on 9 February 2017, no update at this meeting.

Police Dependents Trust have subsumed what was the National Police Fund and are running a conference or similar on Post Traumatic Stress Disorder (PTSD). The Assistant to the General Secretary with portfolio for Health and Safety will be attending that event.

National Police Memorial Day (NPMD) will be held in Cardiff on 23 and 24 September 2017 and planning for Belfast 2018 and Glasgow 2019 is ongoing. The Chair of the SPF is now a trustee for the NPMD.

UK Police Charities

The website www.policecharitiesuk.org has been established, the website signposts to charities linked to the Police family however, not all charities are on the website as yet.

Motions

Four motions were presented by the East Area at the JCC meeting, three of these motions were discussion motions.

Motion 1 – That this Area Committee asks the Joint Central Committee to discuss the current Competency Related Threshold Payment (CRTP) process and consider our negotiated agreement to align it with Professional Development Reviews (PDR) / Professional Development Conversations (PDC) systems to reduce the bureaucracy and duplication.

This matter was discussed by the Committee.

Motion 2 – That this Area Committee asks the Joint Central Committee to seek compensation for Officers whose rest days are re-rostered and notification of replacement days are not provided in the four days as per Regulations.

This motion was defeated in respect of the work that is ongoing within PNB in relation to the exigencies of duty which impacts on the re-rostering of rest days and their replacement rest days.

Motion 3 – That this Area Committee asks the Joint Central Committee to discuss the promotion confirmation process allowing with PDR/PDC to reduce bureaucracy and duplication.

This matter was discussed at length and due to the fact that there is no PDR/PDC systems throughout the whole country it was felt that it was inappropriate at this time.

Motion 4 – That this Area Committee asks the Joint Central Committee to discuss the structure and composition of the Scottish Police Federation.

The matter was raised due to the continual changes to the Police Service of Scotland and a feeling that the Federation should also discuss their staffing, structure and composition.

It was discussed and agreed by the Committee that the flexibility within the roles allows for some structural change however it requires Government approval for any increase in capacity or decrease in capacity.

Conference Motions

Three motions for Conference were heard at the JCC meeting for any agreements to be recommended. Two motions were from the West and there was one motion from the East.

Motion 1 – That this Area Committee asks Conference to ask the Joint Central Committee to ask that PNB (Scotland) agree the provisions for PNB Circular 24/8 (advisory) for implementation in Scotland.

This motion was withdrawn on receipt of correspondence and information regarding this acting against discussions held at PNB in relation to the compensation of free days as per the Regulations. The mover (WAC Chair) agreed that it would not be in the best interest of the Federation for this motion to be heard at Conference.

Motion 2 – That this Area Committee asks Conference to ask the Joint Central Committee to approach the Scottish Government to engage with the Lord Advocate to seek parity when dealing with Police Officers who are victims of crime.

This motion was heard and clarity was sought in what the parity is requesting.

Motion 3 – That this Area Committee asks Conference to ask the Joint Central Committee to seek an amendment to Section 51 of the Police Public Order and Criminal Justice Scotland Act 2006 to extend football banning orders to include any person merely found in possession of pyrotechnic devices.

The General Secretary informed the Committee that there will be Conduct, Equality and Health and Safety inputs at the Conference. There will also be inputs from John Scott QC, Taser Axon and Linda Duxbury.

A discussion then took place regarding whether a matter raised at the Constables' Central Committee in relation to discretion would be justifiable to be heard at the Joint Conference. The JCC agreed that as it impacts on all Federated Ranks that it would be better to be heard at the Joint Conference.

The Secretary informed the Committee that the General Secretary has secured the services of Gordon Jackson QC and Peter Watson of PBW Law to give an input at Conference on this matter.

6. JOINT CENTRAL COMMITTEE CIRCULARS

The following JCC Circulars have been issued. Members were advised that all Circulars were available on the website.

59/16	05.12.16	– Guaranteed Minimum Pension - Consultation
60/16	15.12.16	– JCC Minutes November 2016 - Information
61/16	20.12.16	– EuroCOP - Information
62/16	21.12.16	– ICPRA E-News - Information
63/12	28.12.16	– PNB Circulars - Information
01/17	17.01.17	– Judges Employment Tribunal Pension Changes - Information
02/17	23.01.17	– Tax Relief on Professional Fees, Subscriptions, and Maintenance of Uniform - Information
03/17	24.01.17	– JCC Agenda and Agenda Papers February 2017 - Information
04/17	25.01.17	– HMICS Independent Assurance Review Police Scotland – Call Handling – Update Report
05/17	06.02.17	– Subject & Standing Committee Minutes January 2017 – Information
06/17	06.02.17	– ICC Circular 1/2017 Inspecting Ranks Review - Information
07/17	01.03.17	– Inspecting Ranks Review
08/17	01.03.17	– Scottish Public Service Pensions Governance Review - Information
09/17	01.03.17	– Health & Safety - UK Federations

7. WEST AREA COMMITTEE CIRCULARS

The following WAC Circulars have been issued.

62/16	05.12.16	– Health & Safety Committee Minutes September 2016
63/16	05.12.16	– 2017 WAC Meeting Dates

64/16	21.12.16	- ICPRA E-News - Information
65/16	29.12.16	- WAC Committee Meeting Dates
66/16	30.12.16	- JCC Circular 63 re PNB Circulars
67/17	30.12.16	- Thank you and New Year message
01/17	17.01.17	- Judges Employment Tribunal Pension Changes - Information
02/17	19.01.17	- WAC Chairs and Secretaries Pre-WAC Meeting Minutes
03/17	20.01.17	- Stop Search - Code of Practice
04/17	23.01.17	- Tax Relief on Professional Fees, Subscriptions, and Maintenance of Uniform - Information
05/17	26.01.17	- HMICS Independent Assurance Review Police Scotland - Call Handling - Update Report
06/17	26.01.17	- SPF Conference
07/17	30.01.17	- SPF Conference - Rep Details
08/17	06.02.17	- Inspecting Ranks Review
09/17	09.02.17	- WAC Secretary - CONFIDENTIAL
10/17	13.02.17	- Equality Minutes - September 2016
11/17	13.02.17	- Ops Duties Minutes - October 2016
12/17	13.02.17	- Conduct Minutes - September 2016
13/17	14.02.17	- JCC Subject & Standing Committee Minutes October 2016 - Information
14/17	14.02.17	- JCC Minutes - November 2016
15/17	16.02.17	- Health & Safety Minutes - November 2016
16/17	27.02.17	- Post WAC Minutes - 19 January 2017
18/17	01.03.17	- Inspecting Ranks Review
19/17	01.03.17	- Scottish Public Service Pensions Governance Review - Information
20/17	01.03.17	- Health & Safety - UK Federations

The Chair requested that Committee members ensure that WAC Circular 18/17 regarding Inspecting Ranks Review is forwarded to all Inspecting Ranks.

8. WAC CHAIR AND SECRETARIES MEETING

There have been two meetings of the WAC Chairs and Secretaries Committee since the last meeting. The meetings were held on 19 January 2017 and 27 February 2017. Both meetings were held at Merrylee House.

The minutes of the meeting on 19 January 2017 were approved at the meeting on 27 February 2017 and circulated via WAC Circular 16/17 on 27 February 2017.

The minutes of the meeting on 27 February 2017 are not yet available.

9. JCC FINANCE STANDING COMMITTEE

The Chair updated the Committee.

The minutes from the meeting held on 12 October 2016 were approved at the meeting on 18 January 2017 and were circulated via WAC Circular 13/17 on 14 February 2017.

The minutes from the meeting held on 18 January 2017 will be circulated via WAC Circular once approved at the next meeting on 19 April 2017.

The Finance Standing Committee met on 18 January 2017 and the minutes will be circulated when they are available. The following items were brought forward from the FSC to the JCC:

The video for It's What We Do was shown to the JCC and a request for funding for advertising in cinema, online etc. was requested and a sum of £60,000 was approved to carry this out (the previous advertising cost for the 3 videos prior to this was £150,000).

The General Secretary sought funds to start work in relation to documenting the first 100 years of the Scottish Police Federation which occurs in 2019. A fund of £25,000 was approved by the JCC for this work to be carried out.

The Group Insurance Scheme is currently under renewal with the only change is the removal of dental cover (Denplan). The brokers were also asked to provide costs for cover of half pay and without, with the potential for the SPF to manage that element internally.

It was requested that subject to exception or significance in concerns over performance should be a presumption against undertaking a wider Group Insurance exercise for a further five years. This was discussed at the JCC and approved at the meeting.

Accounts ending March 2016 were submitted and approved at the JCC they should be available soon.

One member informed the Committee that they had received positive feedback regarding the latest 'It's What We Do' video.

The Secretary informed the Committee that the latest video is quite hard hitting and it has had a massive impact on members of the public and gives them a realistic picture of what Police Officers deal with on a daily basis.

The General Secretary expressed gratitude for the positive feedback regarding the 'It's What We Do' video. The General Secretary stated that it is important to highlight the courage shown by the SPF in pursuing this particular line over a number of years. There is no doubt that the SPF trailed a blaze when it comes to promoting policing in an entirely different way. The General Secretary stated that at a time when the service is struggling to get its message out about the importance of policing and what policing is about, it is more important than ever that we continue to undertake this work.

The General Secretary stated that the work undertaken for the 'It's What We Do' campaign has been directly responsible for staving off some of the significant challenges that have

been coming in the direction of the Police service over the last seven or so years. The General Secretary stated that there is no doubt that the campaign has been a very significant contributing factor to making people, particularly politicians think again about taking on the SPF and also about devaluing policing across the board.

The General Secretary informed the Committee that Her Majesty's Inspectorate of Constabulary (HMIC) in England and Wales have published a report stating that austerity is critically undermining the effectiveness of policing in England and Wales. Whilst austerity has hardly been a friend to policing in Scotland there is no doubt that we have avoided some of the challenges so far in terms of reduction in numbers, reduction in starting salary, introduction of direct entry and the fact that our Officers are the best paid outside of the Metropolitan Police. All of these things I believe are directly relevant to the fact that we have raised the status and standing of Police Officers in the minds of the general public.

The General Secretary informed the Committee that the last set of videos that we undertook hit 1,000,000 in Scotland of our target audience (this includes the BBC's significant reporting of this as their headline on Reporting Scotland a number of years ago). The videos have been appearing in cinemas for a couple of weeks and whilst the expected audience is going to be 150,000 because of the shortfall of seats, the cinemas have agreed to run over and we are almost certain that the videos will be seen by over 190,000 just in cinema advertising alone. Checking the analytics on Facebook so far since the organic promotion started there have been over 200,000 shares.

10. JCC LEGISLATION AND REGULATIONS

A meeting of the JCC Legislation and Regulations Standing Committee was held on 18 January 2017. The minutes of the meeting will be circulated via WAC Circular once approved at the next meeting on 19 April 2017.

11. JCC OPERATIONAL DUTIES STANDING COMMITTEE

The last meeting of the West Area Operational Duties Committee was held on 9 January 2017. The minutes from the meeting on 19 October 2016 were approved at the meeting held on 9 January 2017 and were circulated via WAC Circular on 13 February 2017.

The minutes from the meeting held on 9 January 2017 were sent to the Committee only on 23 January 2017 and will be circulated via WAC Circular when approved at the next meeting on 3 April 2017.

The Secretary provided the following update.

There are three ongoing Shift consultations taking place, they are:

'K' Division - Renfrewshire and Inverclyde Community Policing shift patterns. This consultation is being undertaken by a member from that Division and the Secretary

personally thanked them for the way they undertook the work. The results of which were it was approved by a majority and it has been shared with the Support Superintendent and the Force Resource Manager who deals with this process. That will now move forward within the regulatory notice period and subsequent sign off of documents once they are typed up.

Crime Division - West Major Investigation Enquiry teams and Home Office Large Major Enquiry Systems (HOLMES) teams. This pattern is of a regulatory eight hour shifts and as such there is no necessity for a consultation to take place. The Author has been advised as to the next stage of the process. This is to realign from the current eight week rotation to a six week rotation and this will involve the management providing Officers with the Regulation notice period.

'Q' Division - Lanarkshire Community Operating model. This pattern is again of a regulatory eight hour shift length and there is no necessity to engage in a consultation. There was an initial issue regarding an intention to cause voluminous variation to capture backfill, but the Division will work within the guidelines of the current Work Force Agreement.

A member informed the Committee that a review of the Firearms shift pattern that was due to be carried out in October 2016 has not yet been carried out.

The Secretary informed the member that he was aware of the six month review and the issue would need to be taken to the Deputy General Secretary as it is a national shift pattern.

Action – WAC Secretary to speak to Deputy General Secretary regarding Firearms Shift Review.

The Secretary informed the Committee that two further proposals were received on 24 February 2017 which will require future consultations. Both consultations are in Greater Glasgow Division and the first consultation is for the Divisional Criminal Justice Department. This is a Variable Shift Arrangement (VSA) and requires a consultation. The proposal is to move to have the department provide coverage for a seven day week. The second proposal is for the Family Protection Unit and Divisional Rape Investigation Unit. This is a VSA and will require a consultation to take place. The proposal is to have Officers in this department provide cover for a 24 hour period.

A member was identified to undertake the work for the Family Protection Unit and Divisional Rape Investigation Unit consultation. Another member was identified to undertake the work for the Divisional Criminal Justice Department consultation with guidance from Chris Thomson.

The Secretary informed the Committee that there is work ongoing in respect of the Court Duty Change process. The Secretary explained that there is a difficulty in that the work has been ongoing without Federation engagement or approval. The Secretary advised

the Committee that the Force have prepared a draft document in respect of Court Duty Change which reflects on all courts across Scotland. Some departments and Divisions are relying on this draft document and were advised by the Secretary to stop using it immediately. The only Court Duty Change protocol that is in the West is a legacy Strathclyde document and if anyone would like to see the current protocol they can be provided with a copy.

The Secretary informed the Committee that the Finance Department and HR are carrying out a review on Court Duty Change and how much it is costing, this is ongoing and will require some work.

The JCC has also commenced work in a short term working group to examine the current Work Force Agreement and the Court Duty Change protocol. The West Area Committee will be represented by the Area Chair. This group will be led by the Deputy General Secretary as he is responsible for all work conducted on our behalf at the Working Practices Review Board.

A member raised an issue regarding courts and provided an example of Officers receiving late countermands at six o'clock in the evening which has left Officers struggling to arrange childcare. The member also stated that this issue differs from Area to Area. The member was of the belief that any court duty change would not work until a number of issues have been resolved.

The Secretary stated that Officers in the Criminal Justice for Court Scheduling role are there to protect our members in order that courts do not necessarily target rest days. It is not their responsibility to schedule trials; that responsibility rests with either the Fiscal in the court or the advocate leading on the trial. Unfortunately the advocate and everyone involved in a court case is there for that reason and they don't have a realisation of the impact that that continuation of a trial causes to people who are waiting to go in as witnesses.

The Secretary informed the Committee that there have been meetings with Criminal Justice and there is work taking place. The Secretary assured members that the SPF have not lost sight of members who have dependent care responsibilities or the impact these issues have on members welfare.

A member raised the issue of court excusal from courts where trials are scheduled for an extended period of time and their leave group fell in that timescale.

The Chair advised that best practice would be for Officers to identify their leave period if affected in the usual manner.

12. JCC CONDUCT SUBJECT COMMITTEE

The Vice Chair provided an update.

The minutes from the meeting held on 11 October 2016 were approved at the meeting on 17 January 2017.

The minutes from the meeting held on 17 January 2017 will be circulated via WAC Circular once approved at the next meeting on 18 April 2017.

The minutes from the West Area Conduct Committee meeting held on 29 September 2016 were approved at the meeting held on 12 January 2017 and were circulated to the WAC on 13 February 2017.

The last West Area Conduct Committee Meeting was held on 12 January 2017, draft minutes from the meeting were sent to the attendees only on 1 March 2017. The minutes will be approved at the next Conduct meeting on 6 April 2017.

General Update

The Vice Chair thanked the Committee for their continued work on conduct matters and also thanked all Representatives who have submitted conduct matters to the Vice Chair and or have carried out work on behalf of the membership.

The Vice Chair gave special thanks to three Representatives who he identified for their efforts. The Vice Chair read out a letter that he had received complementing Representative on their recent work involving a conduct matter.

The Vice Chair reported that there is no change to the amount of work in the West Area and he continues to attend national meetings and represent the West Area in matters of conduct.

The Vice Chair has contributed to the development of good working relationships in conduct matters with the Professional Standards Department, the Anti-Corruption Unit and with DCC Livingston.

The Vice Chair provided the Committee with the current position in conduct matters and figures were provided in relation to ongoing cases. He further updated the Committee that the figures provided only relate to matters that are progressing beyond Regulation 11 of the Police Service of Scotland (Conduct) Regulations (2014). There is a substantial volume of Regulation 11 and Complaint against the Police matters being monitored on behalf of the membership.

A member asked how long a verbal warning stays on a probationer's record.

The Vice Chair informed the member that the warning does not go on the Officers record, once an Officer has received a verbal warning the matter is then closed.

Professional Standards Department

The Vice Chair reported that the relationship between the SPF and the Professional Standards Department is developing in a positive manner.

Professional Standards Department management continue with a focused and structured training program being developed for all Professional Standards Department Officers. The Vice Chair and the Assistant to the General Secretary with portfolio for Conduct are continuing with their programme of going out to divisional conduct teams to cover training issues. This continues to be well received.

Police Independent Review Commission (PIRC)

The Vice Chair informed the Committee that there are regular meetings between the SPF and support has been provided to a number of Officers who are witnesses in PIRC enquiries by Representatives Explanations and support given to Officers by PIRC investigators has improved

The Vice Chair urged the Committee to contact the West Area Federation Office if they become aware of any PIRC issues at local levels.

Training

The conduct training package for has been worked on and remodelled to try and give the best training possible, it is almost ready in its newest form and will hopefully be ready for delivery in the near future.

David Osterberg left the meeting

13. JCC EQUALITY SUBJECT COMMITTEE

The Deputy Secretary (Equality) updated the Committee regarding the West Area Equality Meeting which took place on 10 January 2017. This included an update about the 'V' Division Equality and Diversity Group and PNB Circulars 2016/07 and 2016/08.

The Deputy Secretary (Equality) also asked that the Committee record their thanks to Jackie Muller for her work over the years for the Federation at divisional level, as a full time Office Bearer and finally for her role as the Assistant to the General Secretary with portfolio for Equality.

The Deputy Secretary (Equality) updated the Committee regarding the latest progress in the Ill Health Retirement Process whereby it is no longer necessary to await a full SPA Board meeting and that the decision following the Postings Panel can be carried out in conjunction with the Chief Executive of the SPA, currently John Foley.

The Deputy Secretary (Equality) also provided an update regarding Absence Management, including the current position regarding sickness absence during annual leave which is currently being reviewed.

A member raised an issue regarding Officers being refused physiotherapy through Optima unless they meet certain criteria.

The Deputy Secretary (Equality) advised the member that she is aware of the issue and it will be looked into.

Action - Deputy Secretary (Equality) to look into provision of physiotherapy by Optima Health.

14. JCC HEALTH & SAFETY SUBJECT COMMITTEE

The Deputy Secretary (H&S) provided an update.

The minutes from the meeting held on 11 October 2016 were approved at the meeting on 17 January 2017 and were circulated via 13/17 on 14 February 2017.

The minutes from the meeting held on 17 January 2017 will be circulated via WAC Circular once approved at the next meeting on 18 April 2017.

The last West Area Health and Safety Committee Meeting was held on 13 January 2017. The minutes from the November meeting were approved at this meeting and were circulated via WAC Circular 15 of 2017.

At that meeting concerns were raised that Scottish Police Emergency Life Support (SPELS) is no longer sufficient for front line Officers. The Deputy Secretary (H&S) has requested details of the level of first aid training provided to Officers across the UK.

The lack of response drivers in response roles in the West Area was discussed, initial research shows that this is a unique issue in the West. Further investigation is required which may involve taking the matter further.

Joint UK - 26 January 2017

The Deputy Secretary (H&S) attended the Joint UK Health & Safety meeting which took place on 26 January 2017 in Birmingham.

One of the issues raised were the other Force's experiences with PAVA and developments in incapacitant sprays.

Police Federation of England and Wales are also looking at a welfare App.

A member raised an issue regarding Officers whose driver training has been marked on SCoPE as expired after five years. The member was concerned about the impact this would have if an Officer was involved in an accident before being able to renew their training.

The Chair informed the member that He has been informed that the specific legislation has not been enforced in Scotland as yet.

JCC Health and Safety Committee - 17 January 2017

The JCC Health and Safety Committee met on 17 January 2017. The Deputy Secretary (H&) raised the issues regarding driver training and first aid which had been identified by the West Area Health and Safety Committee.

Issues raised by the North and East Areas included winter clothing, the state of vehicles and lack of road locus protection kit within them.

Custody

The JCC custody sub-group met on 17 January 2017 with discussions taking place regarding a now cancelled pilot in the North Area for re-usable rather than disposable cups.

Operational Support Division (OSD)

OSD sub-group met the same day and the East Area Health and Safety lead is continuing to work on the concerns raised in respect of roads policing vehicles.

A member asked if Officers wearing body worn cameras would lead to Officers being single crewed more often.

The Deputy Secretary (H&S) advised the member that if this was to occur it would require a risk assessment. He believes, however, that there are greater benefits to the members wearing body worn cameras.

West Area Health and Safety Board 11 January 2017

A meeting of the West Area Health and Safety Board took place at Dalmarnock, matters discussed included.

Potential rationalisation of the various building inspection regimes, monthly, quarterly, six monthlies.

As a result of a Fatal Accident Inquiry (FAI), it was recommended that defibrillators should be accessible in all custody suites. Charities are looking to issue them for Police vehicles.

From the statistics provided at this meeting, there was a recognised increase in assaults on Police Officers in 'G' and 'Q' Divisions. No specific reason was identified at this time.

Divisional updates

The Deputy Secretary (H&S) advised that since the last WAC meeting he had attended a number of Divisional Health and Safety meetings where matters raised are being monitored at Divisional level.

A member raised an issue regarding the defibrillator at Greenock Police Office being kept in a locked room.

The Deputy Secretary (H&S) advised the member that the defibrillator is there to be used and should be easily accessible.

Updates from the Assistant to the General Secretary with a portfolio in Health and Safety regarding National meetings

The following meetings have taken place since the last WAC meeting:

National Police Chiefs Council (NPCC) H&S Group

The main issue discussed was the provision of Spit Guards. The Chair of the group has previously written to the NPCC with guidance recommending the issue of the spit guards, however there are only currently about 20 out of 43 Forces doing so in England and Wales, they are also not issued in Northern Ireland. The SPF continue to support our colleagues in being issued with this vitally important piece of protective equipment.

There were also three papers signed off on:

1. Memorandum of understanding between NHS England and the Police Service in England and Wales in regards to Police attending/dealing with mental health issues. The document provides clarity around what the Police can and cannot do in these circumstances.
2. Water rescue guidance document has been agreed and sent out. The Deputy Secretary (H&S) will confirm with Police Scotland if they have received the document at the H&S board meeting on 7 March 2017.
3. The survey report on driving and shift work has been signed off, this survey was designed by Raymond Pratt (former Deputy Secretary) and Strathclyde University. It will now be available as a guidance document for Forces to use when looking at shift patterns.

Police Service of Scotland Wellbeing Group

The group reconvened on 18 January 2017, following its last meeting some 18 months ago, the group is chaired by DCC Livingston. There will be a new statement of intent and terms of reference published, these being finalised at the next meeting on 13 March 2017.

There was a discussion around the pilot scheme in 'Q' division, involving the creation of "Wellbeing" champions who have all received suitable training which has already seen an uptake in the support services provided by the Employee Assistant Program scheme and has received good feedback from the Officers and staff in the Division. Working Time Regulations and the recording of hours was also discussed, with the view being that this issue needs strong leadership from the top down, with the Senior Officers leading by example and encouraging the recording of hours.

Uniform Personal Protective Equipment (UPPE) Group

The group met on 20 February 2017 the main issues being:

1. Winter/Foul Weather hats have now been approved and the first orders will be delivered commencing the end of March 2017.
2. Winter Clothing - it was reported that an order for 2000 $\frac{3}{4}$ length Hi Vis jackets has been placed with delivery to Inverness by the end of March 2017. This came as news to the Chair of the group, The Deputy Secretary (H&S) and indeed the group. Further discussion took place whereby the Chair of this group would update the group at the next meeting.
3. Body Armour - the main body armour contract is up in August/September [2017](#) and work has begun on its replacement. The main focus will be on lighter more flexible and formed body armour. A new risk assessment is being worked on regarding the possible lowering of protection and will be available for consultation when ready.

A member raised an issue with body armour being too restrictive.

The Deputy Secretary (H&S) advised the member that work is being carried out to make body armour lighter and further work is being carried out regarding female body armour.

A member asked for clarification on what was considered 'standard kit'. The member was refused a particular item and the reason given was that the item was not considered 'standard kit'.

The Deputy Secretary (H&S) asked the member to forward details of the request in order for him to look into the issue.

Action - Deputy Secretary (H&S) to look into issue of Officer's being refused certain items of kit for the reason that they are not considered 'Standard Kit'.

A member raised an issue with Officers in 'G' Division not receiving trousers they have ordered.

The Deputy Secretary (H&S) asked the member to forward details of the request in order for him to look into the issue.

Action - Deputy Secretary (Health & Safety) to look into issue of Officers not receiving requested trousers in 'G' Division.

Other National issues

Work continues on the outcomes of the Health and Safety Executive improvement notice, all of the asbestos surveys are now complete and work is being prioritised, as is the legionella work and fire safety.

Vehicle kit lists and checks - Memo's being issued to have all vehicles checked across the whole of Police Scotland to address the issue. A training package has been developed to be delivered at the Scottish Police College and on driving courses and more widely as an electronic package to those not trained in locus protection.

Vehicles/Fleet

The Deputy Secretary (H&S) informed the Committee that a sizeable part of the capital saving made by the Force this year was from the fleet budget which resulted in the lives of vehicles being extended. Numerous complaints/reports have been received regarding vehicle conditions.

The Deputy Secretary (H&S) highlighted the necessity for members to report faults timeously and reminded them that it is their safety, the public's safety, their driving licences, job and liberty that are potentially at stake.

Inspections of the fleet across the country has found vehicles with tyres worn down to the cord. The Deputy Secretary (H&S) had recently received a complaint about the condition of three vehicles at an office in the West Area.

Faults need to be reported to the garage, the Deputy Secretary (H&S) urged members not to be tempted to take out a vehicle which has faults, and any vehicle with faults should be reported immediately. If there are insufficient vehicles to carry out duties the responsibility for that lies with the Police Service of Scotland, the Scottish Police Authority and the Government.

The Deputy Secretary (H&S) urged members to ensure vehicles returned from the garage are in a road-worthy condition and the fault has been rectified. If there are any issues,

members were encouraged to contact the Deputy Secretary (H&S) so that he can raise the issue with the fleet manger directly. The Deputy Secretary (H&S) also informed members that nay safety fault identified should be recorded as a 'Near Miss'.

A member raised an issue regarding check engine lights in the new Peugeot fleet.

The Deputy Secretary (H&S) advised the member that he is aware of the issue and it is being investigated.

Other

Accident Investigations

The Deputy Secretary (H&S) informed the Committee that he had initiated an investigation into an incident in Coatbridge on Boxing Day when an Officer's Airwave failed to activate despite them repeatedly pressing the emergency button. The Deputy Secretary (H&S) has received the Officer's statements and await responses from Airwave and Vehicle workshops regarding a potential issue with the vehicle which was involved in this incident. The Deputy Secretary (H&S) thanked Campbell Smith for bringing this incident to his attention.

The Deputy Secretary (H&S) advised the Committee that the PAVA investigation is still ongoing while he awaits more information.

Near Miss Guidance

The Deputy Secretary (H&S) informed the Committee that the guidance document that members have contributed to will be circulated nationally.

A member raised an issue regarding new Airwave batteries not lasting a full shift.

Action - Deputy Secretary (Health & Safety) to speak to Health & Safety Area Leads regarding issues with new Airwave batteries

15. LOCAL NEGOTIATING CONSULTATIVE COMMITTEE (LNCC)

The Secretary provided the following update.

There has been one meeting of the Joint Local Policing Local Negotiating Consultative Committee since the last WAC. This meeting was held within Conference Room 1 at the Scottish Police College. The meeting was chaired by ACC Cowie (North Area).

The minutes of the previous meeting required an amendment to the title and were thereafter approved. The actions from the previous meeting were also agreed.

Issues raised by the SPF were:

The North Area had concerns regarding the allocation of Annual Leave and suggested that the Annual Leave Pilot currently being worked in Edinburgh. This will be reviewed but not necessarily in the timescale suggested as the Annual Leave allocation will already be populated for the year 2017/18.

They also raised an issue for detached Officers being unable to apply for advertised Divisional posts, this will be reviewed by HR.

The East Area had raised concerns regarding the training Officers received for dealing with incidents on "Fast Roads" and in particular to locus protection if they are not suitably trained or equipped for these duties.

The East Area had also raised concerns regarding Court Citations and Countermands where there is a heavy reliance on several Legacy Force Arrangements and not necessarily aligned to Regulation.

The West Area raised issues regarding terms and conditions for recently retired Officers. This has been referred to a working group on terms and conditions being led by the Corporate Director of People and Development.

There were also concerns raised regarding the rationalisation of the Police Estate for Custody Division and a matter regarding the condition of some Police Stations. The West Area Secretary took the opportunity to thank the Force for their review on incidents where Officers are injured on duty and the fact that the Area Office Bearers are now being informed.

Issues raised by the Association of Scottish Police Superintendents (ASPS) were in relation to the Force Wellbeing Group, Leadership training and the necessity to have the Equality and Diversity Forum examine Flexible Working and identify a suitable Single Point of Contact (SPOC).

All other matters were of a routine nature and the date of the next meeting was confirmed to be 2 May 2017, venue of the meeting was to be confirmed.

At the JCC which was held on 7 and 8 February 2017, the West Area Secretary raised concerns over the content of this meeting which would appear not to follow the terms of reference agreed by the Police Service of Scotland and the SPF. There is a need for the Area Office Bearers to have a pre-meeting to discuss the matters to be raised by the SPF on members' behalf.

It was also questioned if the LNCC was fit for purpose in its current format. As a result the General Secretary would write to the Chief Constable to assert the terms of reference and who should be attending these meetings. It would also be highlighted in this correspondence the need for Custody, C3, Crime Division and Operational Support Division to be represented at this Committee.

A member asked what the Federation's position was regarding annual leave sub-groups. The Chair advised the member that the SPF do not have a position at this time and more information is required before the SPF can have an opinion.

The Secretary confirmed that the issue is being looked at by the LNCC but the SPF do not currently have a position as more information is required.

The Chair explained the purpose of the LNCC for the benefit of new representatives.

16. LOCAL POLICING COMMANDERS MEETING (LPC)

There have been two meetings of the Local Policing Commanders meeting held since the last WAC meeting.

The first meeting was held on 13 January 2017 within the Albion Room at Dalmarnock. The meeting was chaired by ACC Williams. The meeting was provided with an update from Force Finance that the review of Court Duty Change had resulted in a saving in excess of £600,000. Work is ongoing as to the Force budget for 2017/18 with the Scottish Police Authority and there is a likely over spend in this years' budget. The Commanders were reminded of the new tasking process when they wish to seek funding for resources etc.

ACC Williams confirmed that the Health and Safety equipment for Police vehicles in the West Area was being costed.

HR had provided an update on staff pay and reward review, whereby a staff questionnaire and overview of roles was to be undertaken for Police staff only. The matter of the Police fitness testing was also under review, which shows a reduction from the current standard. This will further lead to an examination of those Officers discharged in terms of Regulation 9 being offered re-engagement as Police Officers. The Commanders were provided with the application figures for the promotion process for Chief Superintendents, Superintendents and Chief Inspectors. They were also informed that no applicant would be informed of their panel results until the conclusion of the process.

A member asked how far back the Force would be looking to go in terms of probationers who have been discharged due to failed fitness tests.

The Secretary advised the member that there would need to be a review depending on the former Officer's knowledge and understanding and what they had done since being discharged.

Figures were provided regarding the current status of reports to the Professional Standards Department (PSD). These figures show a reduction in the complaints received and also show that there is currently a 49.1% resolution rate.

There are currently three Officers suspended in the West. PSD will publish a lessons learned report in due course. There have been three referrals to the PIRC.

The West Area Secretary raised concerns regarding the use of Re-Rostered Rest Days during the recent Public Holidays for both Christmas and New Year and the use of Force Training Centre, Jackton during the recent holiday period, where Officers were on Courses and there was no provision of meals as the canteen was closed.

A matter was raised at this time and standing orders were suspended. After the discussion, standing orders were readopted at the Committee's agreement.

Gordon Cumming left the meeting at 3pm

All other matters were of a routine nature and the Commanders then went into a closed session.

The second meeting was held on 13 February 2017 at the same venue and was chaired by ACC Williams.

Finance provided the Commanders with a current update regarding the position and it showed that there will be an over spend for this years' budget. The Force Budget for 2017/18 was still being discussed with the Scottish Police Authority. There will be a meeting on the 20 February 2017, where the Deputy Chief Constables will determine the Divisional Budgets for next year. The current budgets will have to be realigned to show the increase in several budget lines, they being Fuel Costs, Damage to Police Vehicles and Mortuary Costs recovered from the Crown Office Procurator Fiscals Service (COPFS).

The Commanders were informed that the 2026 reform papers would go to the Scottish Police Authority on 24 February 2017 and likely to be launched to the public a few days thereafter. The cost of equipment for Police vehicles will be budgeted for this year. The current overtime costs are showing a reduction/saving and there continues to be a review of Court Citations. The Commanders were provided with a schedule of how costs for court Citations were accumulated. This is a restricted document and cannot be shared. There is no need for the West Area to add Finance to their Risk Register as this was already a Corporate Risk for Police Scotland.

Force IT have identified that there is a performance issue with some Force Computers and they are currently working on a diagnostic recovery programme. This is resulting in some Divisions having a slow log on time when accessing the Force Computer System.

There was no update from HR or PSD at this meeting.

The West Area Secretary raised concerns regarding a discussion which had taken place at the previous meeting of the LNCC, where it had been suggested that the Annual Leave pilot in 'E' Division be considered Force wide and the obvious

implications for Officers already allocated Annual Leave for this year. This was a consideration that would be made but not necessarily in this years' allocation.

The West Area Secretary also raised concerns that had been raised by several members and Representatives, whereby Officers who have reported self-certified sick during a period of Annual Leave were not having their Annual Leave returned to their banks. The SPF does not believe the Force has any such legal or regulatory basis for carrying out this action, although it is published in the Annual Leave SOP. The Commanders were reminded that GP's are not required to provide Fit-Notes for any period less than seven days of absence and that some GP's were now refusing to issue such certificates, which will lead to a cost being incurred by the member.

The Resource Deployment Unit (RDU) manager highlighted that the RDU project remains ongoing and the business case was being prepared. A review of Officers in the West Area have identified that there are 21 Officers with a negative Annual Leave balance and that Commanders were encouraged to have Officers reduce their balances within their Annual Leave periods.

All other matters were of a routine nature and the Commanders then went into close session.

The date of the next meeting of the Local Policing Commanders Meeting was confirmed to be 14 March 2017 and will again be held within the Albion Room at Dalmarnock.

The Chair informed the Committee that the issue of fit notes and annual leave has been raised and is being looked into.

17. MOTIONS

The Secretary received 12 motions for consideration for this meeting. After careful consideration, none of these motions were competent to be heard at the meeting. The proposer of the motions had received the relevant correspondence and replies.

No other competent motions were received by the Secretary.

18. CORRESPONDENCE

There have been four items of correspondence received:

- Resignation email from Terry Robertson
- Resignation email from Amar Shakoore
- Invitation to Retired Police Officers Association Annual Dinner in Ayrshire
- Letter of thanks to Lorna Hogarth

19. COMPETENT BUSINESS

The Chair informed the Committee that information packs for the SPF Conference would be sent electronically.

Divisional Updates

Brief Divisional updates were provided.

20. CLOSE OF MEETING

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

A vote of thanks was given to the Chair.

Martin Bertram
Chair

Malcolm Macdonald
Secretary



SCOTTISH POLICE FEDERATION Constables' West Area Committee

Ref: CT/IF/NM

Minutes of the Constables' West Area Committee Meeting held at the Glynhill Hotel on 2 March 2017 at 9.30a.m.

1 ROLL CALL

Chris Thomson – Chair
Ian Florence – Secretary
Lorna Hogarth – Deputy Secretary
Gemma Speir – Vice Chair
Lee Hamilton
Marketa Hola
Mark Dines
Gary Phillips
Tracey Bryan
Kenny Kean
Gordon Cumming
Colin Fraser
Paul McWhinnie
Campbell Smith
Adam Peppard
William Worn
Gemma Mazur
Gary Gray
Eddie Mather
Malcom Macdonald – WAC Secretary
Fiona Morris – WAC Deputy Secretary (Equality)
Gary Mitchell – WAC Vice Chair
Calum Steele – General Secretary

Apologies were received from Stevie Innes.

2 ADOPTION OF STANDING ORDERS

Members were reminded that normal standing orders were continued from the main meeting.

3 OPENING OF MEETING

The Committee Chair opened the meeting and welcomed all present.

4 MINUTES OF PREVIOUS MEETING

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

5 MATTERS ARISING

5.1 Committee Vacancies

Operational Duties

The Committee Chair informed members that Terry Robertson had resigned as a Federation Representative and as such an election for a reserve place in the Operational Duties Committee would take place.

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

Paul McWhinnie and Adam Peppard were both nominated. There was an election and Adam Peppard was duly elected as a reserve.

5.2 Pay, Allowances and Conditions of Service

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

5.3 Shifts

That WAC Secretary reported that the consultation for 'K' Division CPT was now complete and had been accepted. The M.I.T's and Lanarkshire CPT were looking to implement regulatory shift patterns and as such no consultation was required. There was concern regarding variations in the Lanarkshire CPT shifts however this has now been resolved.

The WAC Secretary informed the Committee that there are two new consultations, Greater Glasgow F.P.U/D.R.I.U and Greater Glasgow Criminal Justice.

5.4 Committee Reports

(a) Health & Safety

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

(d) Conduct

The WAC Vice Chair (Conduct) reported that there were no rank specific issues and a full report would be provided at the full WAC meeting.

5.5 JCC Report

The WAC Secretary reported that he had resigned his position as Secretary of the JCC Constables Committee and that Neil MacDonald (North) had been elected into the role. There are talks of having a Constables Committee at Conference. The General Secretary reported that speakers have been secured for Conference on 'THE ROLE OF A CONSTABLE'.

The Committee were informed that the WAC Vice Chair would be attending JCC meetings in the WAC Secretary's absence.

6 **CORRESPONDENCE**

The Committee Secretary informed the members that a letter of resignation had been received from Terry Robertson.

7 **MOTIONS**

There were no motions.

8 COMPETENT BUSINESS

A member informed the Committee that as a result of the '10 QUICK WINS', Constable's were being trained on Interim Vulnerable Persons Database (IVPD) in order to be able to submit their own forms direct. As a result of this they would also be used to check and submit the forms of their fellow Constables. The Constables appear not to have any say in whether or not they wished to have the training. There were also concerns raised that Constables were already struggling with workloads and this would only add to the problem.

Other members highlighted that Constables on light duties were taking on a role of Support Officer. It was highlighted that Constables going for promotion were being used and that Constables were expected to check and if required correct the forms without having had any input or update on the relevant incident.

Further discussion took place and it was agreed and a member was identified who would collate the information and pass it on to the WAC Secretary who will bring it up at a meeting on the 14 March 2017 to ascertain the Force's position.

9 DATE OF NEXT MEETING

The next meeting will be held on Thursday 8 June 2017.

10 CLOSE OF MEETING

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

Chris Thomson
Chair

Ian Florence
Secretary



SCOTTISH POLICE FEDERATION Sergeants' West Area Committee

Ref: JM/JM/NM

Minutes of the Sergeants' West Area Committee Meeting held at the Glynhill Hotel on 2 March 2017 at 9.30am.

1 ROLL CALL

Jennie Macfarlane – Chair
John Munn – Deputy Secretary
Tommy Crombie
Alistair MacKinnon
Stuart Finnie
Neil MacKay
Lynne Gray
Linda Mathers
Alan Heron
Gerry Welsh
Brendan McMahon
David Osterberg
Alan Thompson
Paul Connelly – WAC Deputy Secretary Health & Safety

Apologies were received from Andy Hastie (Secretary), Andy Fairie (Vice Chair) and Billy Atkinson.

2 ADOPTION OF STANDING ORDERS

Members were reminded that normal standing orders were continued from the main meeting.

3 OPENING OF MEETING

The Chair opened the meeting and welcomed all present.

4 MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting had been circulated and were approved.

5 MATTERS ARISING

5.1 Committee Vacancies

Due a member resignation the following committee vacancies have arisen:

Conduct Committee – One Member Vacancy

Linda Mathers was elected as a member of the Conduct Committee. Lynne Gray was elected as second reserve.

Equality Committee – One Reserve Vacancy

Linda Mathers was elected as a member of the Equality Committee.

Operational Duties – One Member Vacancy

Alistair MacKinnon was elected as a member of the Operational Duties Committee. Alan Thomson was elected as first reserve.

5.2 Supervisor Reductions

Discussions took place regarding the reduction in supervisor numbers and the subsequent de-valuation of the Sergeants' role.

The main concerns were in the supervisors' ability to manage their own resources and this ability being replaced by Resource Deployment Units. The Committee believed that this responsibility should be that of the local Supervisors and they should be allowed to deploy resources to meet local needs and ensure officer safety.

Concerns were raised with regards to supervisory ratios whereby some supervisors are presently managing double the staff of others. The Committee agreed that this was unfair.

5.3 New Appraisal System.

Discussions took place with regards to the new Personal Development Conversation (PDC) system. The members were of the opinion that the system was extremely bureaucratic and time intensive.

The requirement for all PDC's to be completed by the end of March 2017 raised concerns by the Committee due to the tight timescales and numbers involved to complete the process fairly for both officers and supervisors.

The Committee felt that a common sense approach would benefit all and PDC's could be spread over the year.

The inputs provided to supervisors and officers with regards to this new process was varied throughout the Area.

The Committee believes that the PDC is too prescriptive and that due to operational deployments, some supervisors working with officers on a day to day basis would provide more comprehensive conversations than those who are designated line managers on SCoPE.

Concerns were raised that the PDC was not an auditable process, not going any further than the line manager, with a risk that senior management would not look at officers PDC's and thus not develop officers properly.

5.4 SPF Conference

The members were advised that a separate Sergeants Committee meeting will take place at the Conference at which ACC Mawson will be in attendance. It was requested that members provide any questions for Mr Mawson prior to the event.

It was also apparent that the recent Sergeants survey had not been circulated to everyone. An action was raised in this respect.

Action: Paul Connelly to circulate Sergeants Survey

6 **CORRESPONDENCE**

Notice of resignation from Federation duties was received from Amar Shakoor.

7 **MOTIONS**

There were no motions.

8 **AOCB**

Confirmation was received from the WAC Deputy Secretary (Health and Safety) that the long awaited Near Miss guidance document is almost complete and should be available for wider circulation very shortly.

9 **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 8 June 2017.

10 **CLOSE OF MEETING**

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

Jennie Macfarlane
Chair

John Munn
Deputy Secretary



SCOTTISH POLICE FEDERATION Inspectors' West Area Committee

Ref: CM/PM/NM

Minutes of the Inspectors' West Area Committee Meeting held at the Glynhill Hotel on 2 March 2017 at 9.30am.

1 ROLL CALL

Cath McNally – Vice Chair
Phil Maguire – Secretary
Garry Kirkwood – Deputy Secretary
Emma-Louise Smith
Hugh Burns
Jenny Shanks
Martin Bertram – WAC Chair
Andrea MacDonald – SPF Chair

Apologies were received from Joe Thomson (Chair).

2 ADOPTION OF STANDING ORDERS

Members were reminded that normal standing orders were continued from the main meeting.

3 OPENING OF MEETING

In the absence of the Chair, the Vice Chair acted as temporary Chair and welcomed everyone to the meeting.

4 MINUTES OF PREVIOUS MEETING

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

5 MATTERS ARISING

1

5.1 Committee Vacancies

Equality Committee – Two Reserve Vacancies

Hugh Burns was nominated and as he was the only nominee was duly elected.

There is still one Inspector reserve vacancy on the Equality Committee.

Health and Safety Committee – Two Reserve Vacancies

Hugh Burns was nominated and as he was the only nominee was duly elected.

There is still one Inspector reserve vacancy on the Health and Safety Committee.

Operational Duties Committee – Two Reserve Vacancies

Due to a member choosing to revert from a full member to first reserve, a vacancy for a full member became available.

Hugh Burns was nominated and as he was the only nominee was duly elected.

There is still one Inspector reserve vacancy on the Operational Duties Committee.

Joint Central Committee – One Reserve Vacancy

Jenny Shanks was nominated as fourth reserve.

5.2 ICC UPDATE

The Secretary gave an update on the Inspecting Ranks Review as circulated by the Chair of the ICC via ICC Circular 1/2017 and JCC Circular 6/2017

5.3 PNB Update

The SPF Chair provided an update on recent PNB developments, including driver training and tax implications for Officers receiving an enhanced ill health pension, this is caused by the increase in the 1/60th's being added to the pension in the same year. Only this portion has tax implications and is NOT a tax on the rest of the Lump Sum, a circular will be issued in due course. Amongst other items discussed was a proposal to alter the manner

in which Temporary Chief Superintendents are paid to make the post more attractive, exigency of duty and the period of notice required to change a shift from 8hrs to 24hrs.

5.4 Action Log

There were no new actions.

6 **CORRESPONDENCE**

No correspondence had been received.

8 **MOTIONS**

There were no motions.

9 **COMPETENT BUSINESS**

There were no items of competent business.

10 **DATE OF NEXT MEETING**

The next meeting will be Thursday 8 June 2017.

11 **CLOSE OF MEETING**

The Vice Chair closed the meeting and thanked the members for their attendance.

Cath McNally
Vice Chair

Phil Maguire
Secretary