



SCOTTISH POLICE FEDERATION WEST AREA COMMITTEE

Ref: MB/FM/NM

Minutes of the third quarterly meeting of the West Area Committee held in the Glynhill Hotel on 7 September 2017 at 10.00 a.m.

1. ATTENDANCE AND OPENING

WAC Office Bearers

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

West Area Committee

Attendance

David Osterberg
Lorna Hogarth
Lee Hamilton
Lynne Gray
John Mullen
William Worn
Ian Florence
Stuart Corbett
Chris Thomson
Paul McWhinnie
Gemma Speir
Gemma Mazur
Marketa Hola
Alan Heron

Michael McCaughey
Alistair MacKinnon
Kenneth Kean
Stuart Finnie
Emma-Louise Smith
Hugh Burns
Eddie Mather
Adam Peppard
Cath McNally
Mark Dines
Joe Thomson
Alan Thompson
Stewart Gailey
Andy Smith
Stephen Innes
Ruth Gilfillan
Brendan McMahon
Gordon Cumming

Apologies

Malcolm Macdonald
Gary Mitchell
Phil Maguire
Andrew Fairie
Linda Mathers
Jenny Shanks
Gary Phillips
Stuart Johnson
Jennie Macfarlane
Campbell Smith
Thomas Crombie
John Munn
Gerry Welsh
Billy Atkinson
Thomas O'Pray
Garry Kirkwood
Tracey Bryan
Neil MacKay

Also in attendance

Nicola Montgomery –West Area Administrator

OPENING OF MEETING

The Chair opened the meeting and welcomed everyone to the third Quarterly Meeting of the West Area Committee. The Chair also gave a special welcome to the newly elected Representatives and encouraged them to join in discussions.

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.

Secretaries of the Separate Committees were requested to submit their minutes to Merrylee House 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 informed the Committee that contact cards with useful telephone numbers for the Group Insurance Scheme were available and one member of each Division was given cards to distribute to their Division.

2. ADOPTION OF STANDING ORDERS

As per the Scottish Police Federation (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 on 31 August 2017 along with the minutes from the Separate Committees (Constables' and Sergeants' only as the Inspectors' Committee was not quorate) and were approved as a true record of the meeting.

Actions from previous meeting

Action 1 – Personal Protective Equipment

Stores staff are not being updated by Managers on changes to supply of equipment/uniform

Update – Deputy Secretary (Health and Safety) has raised this issue with the Assistant to the General Secretary (Health and Safety) to take to the Uniform and Personal Protective Equipment Working Group, an update will be provided to the Committee when received.

Action Complete

Action 2 – Airwave Batteries

Officers have been requested to return airwave batteries at the end of their shift. Batteries are not always lasting a full shift and many Officers are not issued with chargers, causing major issues.

Update – Deputy Secretary (Health and Safety) raised the issue at the Joint Central Committee (JCC) Health and Safety Subject Committee meeting in August where it was established that this is a national issue. The Assistant to the General Secretary (Health and Safety) will now take this matter forward and an update will be provided to the Committee when received.

Action Complete

Action 3 – Annual Leave for Public Holidays

Issue with public holidays falling on weekends. West Area Chair to establish what agreement was made by the Federation (then Strathclyde Joint Branch Board) when the change to public holidays was negotiated with the Force.

Update – The Chair informed the Committee that this matter fell under the section for negotiations and as such was part of negotiations on the changing to annual leave days. The Chair informed the Committee that the only paperwork that can be found which informs of the agreement and rationale for this decision is JCC Circular 1 of 2014. The Chair agreed that there was no reasonable excuse for this and will continue to work towards ensuring that important information is communicated clearly to members.

Action Complete

Action 4 – Hunter Foundation Charity Dinner

Update – A full update on this matter was provided during the JCC update.

Action Complete

Action 5 – Business Interest

Issue regarding Officers having to declare hobbies as ‘business interests’.

Update – The Chair raised this matter with the JCC and it would appear that this is an issue for the West Area only. It would appear that the Anti Corruption Unit and the Standard Operating Procedure (SOP) indicate voluntary groups however, this is not in the Regulations. The next step will be a local challenge in respect of the SOP.

Action Ongoing

Action 6 – Sick leave whilst on Annual Leave period

Issues with Officers having to provide medical certificates when sick whilst on annual leave period and self-certification.

Update – The Chair advised that negotiations are ongoing however PNB agreement 23/2014 has a section therein whereby the person seeking leave back will be subject to providing evidence that they were sick, for example, a medical certificate.

Action Complete

Action 7 – Clothes allowance for pregnant Officers

Issue regarding pregnant Officers claiming clothes allowance. It appears that the Business Unit may be told not to pay the allowance as items would need to be replaced frequently during pregnancy.

Update – The Chair advised the Committee that this issue appears to be Divisional and the matter has been taken up with the Division. The Chair advised that plain clothes allowance should be paid to any pregnant Officer who wears their own clothes.

Action Ongoing

Action 8 – Private Health Insurance

Request that the JCC get as many figures as possible and make enquiries regarding a group risk policy for private health insurance.

Update – The Chair raised this matter with the JCC Finance Standing Committee and advised that the aspect of adding this to the Group Insurance Scheme would come at a cost to all members and it is believed that the cost would be too high. The Chair advised that the current insurance provider does have a deal with BUPA at some reduced cost and if any individual wishes to use this then they can do so.

Action Complete

Action 9 – SPF Training

Names of Divisional Representatives who wish to attend the SPF Basic Training course to be sent to Woodside Place.

Update – A list of names was emailed to Woodside Place on 8 June 2017 and arrangements have been made for Divisional Representatives to attend the training course due to be held on 18-20 September 2017. The Chair asked all Representatives who have not had training to inform the administrators at Merrylee House in order for arrangements to be made to attend the next available course.

Action Complete

4. LEGAL ADVICE & ASSISTANCE

The Deputy Secretary (Equality) informed the members that 22 applications had been submitted to the Deputy General Secretary from the West office since the last WAC.

Criminal Legal Defence x 4

Grievance/work issues x 2

Injury on Duty x 6

Injury off Duty x 1

Misconduct x 9

This did not include any that may have been submitted directly to Legal at SPF.

5. JOINT CENTRAL COMMITTEE (JCC) – NATIONAL UPDATES

The Chair provided the following update to the Committee

The last meeting of the JCC was held on 22 and 23 August 2017. The minutes will be circulated after approval at the next JCC Meeting.

Police Negotiation Board (PNB)

The Chair informed the Committee that pay negotiations had been ongoing for some time and JCC Circular 38 of 2017 regarding Police pay had been issued the day before the WAC meeting was held.

A lengthy discussion took place regarding the pay negotiations and several issues were highlighted. The general feeling was that the wording of JCC Circular 38 of 2017 was confusing and left many members unsure as to how the changes would affect them. The Chair agreed that there were issues that needed to be addressed and certain points required clarification. The Chair requested that members of the Committee submit their questions/concerns to the Chair who would then seek clarity from Woodside Place. This obtained the support of the majority of the Committee.

Action – Chair to compile a list of questions regarding pay negotiations from the Committee and seek clarification from Woodside Place.

Pensions

There had been no meetings of the Police Pension Scheme Advisory Board since the last JCC meeting.

The Police Pension Board, which deals with matters regarding the delivery of the pension, met in June where the calculator was discussed. The information in respect of this appears that the calculator is working well.

The annual benefit statement should have been received by all members by the end of August. There are still some difficulties with part-time/career breaks.

Auto enrolment is legislated by law and must be adhered to. This means that individuals will be auto enrolled and they must, if they wish to do so, come out of the scheme. There is no way around this.

The Scottish Public Pensions Agency (SPPA) website has an item named "snappy facts" which is recommended to all members to read and use. These facts provide more detailed information in respect of the pension. An issue was raised in respect of unpaid leave to ascertain if those who take unpaid leave are protected under the pension regulations.

The matter in respect of commutation for those retiring over 50 at 25 years' service is still unresolved. The difference between the CARE pension scheme and the 1987 pension scheme for widow's benefits should level out due to the additional benefits from the CARE scheme.

Those retiring on ill health and receive the increased annual allowance of 7/60ths may be liable for tax and any person in the ill health process should seek independent financial advice.

Scottish Police Consultative Forum (SPCF)

The Chair informed the Committee that there have been no meetings of the SPCF since the last JCC.

Scottish Police Authority (SPA)

The SPA met on the 24 July 2017 whereby quarterly meeting dates were set.

The SPA are currently subject to a review by Her Majesty's Inspectorate of Constabulary Scotland (HMICS) and they're keen to react on the outcome of this review.

Issues surrounding 2026 were discussed and in particular telematics as they didn't understand how they worked. The SPF challenged this in regards to cost and use of same and it has been withdrawn.

The Chair explained to the Committee that this came about as a result of the SPA not holding regular meetings with the SPF, this has now been implemented and quarterly meetings will now take place.

The SPF will be involved in the strategy of the SPA going forward.

Scottish Police Budget and Finance

Further warnings are being muted in respect of the impact Brexit will have on public sector budgets. The Police Service of Scotland (PSoS) published a budget shortfall of £48 million which includes the 1% pay increase. The SPF's lobbying of ministers was influential in providing them with £25 million extra to the Service, however this money only covers the VAT bill. The £4.8 million that has been set aside for new PSoS executive Officers has yet to be signed off by the Scottish Government.

The General Secretary continues to meet with ministers in respect of the financial situation.

Local Negotiating Consultative Committee (LNCC)

The Chair informed the Committee that there had been no meetings of the LNCC since the last JCC.

Joint National Consultative Committee (JNCC)

The JNCC met on the 15 August 2017 whereby matters raised were rest days and, in particular, the mass blocking of rest days as red days and the disturbance caused by the mass re-rostering of rest days.

The second issue raised was in relation to the disjointed approach between shift managers and resource managers.

A paper was submitted alerting the Service to the significant issues relating to the recent court case involving Held in Reserve. ACC Higgins will be looking into this matter.

Significant adverse incidents was also raised in respect of trunk roads (road traffic accidents attended by untrained and unequipped Officers). An Issue was raised in respect of a firearms incident in the East Area, where unarmed Officers attended a report of gunshots.

Training at the Scottish Police College was discussed and it would appear that although trained in Scottish law, training is heavily influenced by the College of Policing of England and Wales to such an extent that England and Wales's practices are being taught at the Scottish Police College.

A member asked for clarification regarding Held in Reserve payments, the member asked the Chair to confirm whether Officers should be paid for 16 hours or 24 hours if they are away from home.

The Chair confirmed that Officers should be paid for 16 hours when they are away from home. The Chair explained that if Officers are away from home on an inquiry, finish their work and then stay overnight to wait to travel the next day, then they are not held in reserve. The Chair explained that held in reserve must meet certain criteria and the main aspect of held in reserve is that Officers have to be ready and available to be deployed at any time. The Chair confirmed that Officers can be paid for up to 24 hours if certain living conditions are not adhered to.

Police Related Charities

Police Treatment Centres - The Annual General Meeting was held on 1 and 2 August 2017 and it was reported that 3,553 people have attended the Police Treatment Centres in the past year. The main topic was in respect of the psychological wellbeing treatment which has seen a huge uptake of approximately 702 referrals. A further meeting is due to be held on 6 and 7 September whereby the Trustees will look to introduce Scenes of Crime Officers to start contributing.

St George's Trust - Contributions are being increased by 10 pence per month.

Bravery Awards - The awards panel are due to sit on 8 September 2017 for the awards ceremony on 30 November 2017.

Police Dependants Trust - The Police Dependants Trust are going through a lot of changes and have a number of programs running for services to tap into.

The National Police Memorial Day will be held on 23 and 24 September 2017 in Cardiff.

A member informed the Committee that at a Force wellbeing course it was suggested that the Police Treatment Centres plan to allow all members of Police staff to start contributing in the future. The member was concerned at the impact this would have on Police Officers applying for treatment at the centres.

The Chair informed the member that this is currently being challenged by the SPF and that he would raise the issue again with the Trustees.

Action - Chair to raise issue of Police staff possibly making contributions to the Police Treatment Centre.

EuroCop & ICPRA

The next meeting of Eurocop will be held on 25 and 26 October 2017 in Bilbao, Spain, where the main topic is violence against Police.

ICPRA – Reference to recent documents were highlighted through this group particularly the document regarding fentanyl and its potential lethal properties.

ICPRA representatives have been invited to the Independent Labour Organisation seminar in respect of whistle blowing at the end of October 2017. This is highly significant as it is the first Police organisation to be involved in a workers organisation in open discussions.

Motions

Motion 1 - “The East Area Committee asks the Joint Central Committee to seek amendment to the Police Service of Scotland Regulations, 2013, so that all Constables and Sergeants who have their rest day re-rostered in order to Police a commercial event receive, in addition to the re-rostered rest day, either payment or time off in lieu at the Officer’s choice at double time”.

This motion was defeated.

Motion 2 - “This East Area Committee asks that the JCC ask the Police Service of Scotland to show the findings of the Deloitte Report or to undertake an open and transparent review of the distribution of local policing resources across the territorial divisions to ensure resources are allocated proportionately to demand”.

This motion was carried.

Other

Amanda Givan was the only candidate for the Assistant to the General Secretary with the portfolio for conduct and was duly elected.

The seminar organised by the SPF for Captain Chuck Cohen was a great success. Chief Superintendent Macdonald reported phenomenal feedback from the seminar.

Media strategy – The SPF are currently in the process of writing a media policy covering all forms of media. They also intend to develop a national newsletter to highlight their issues. Work continues on the new website and when up and running, members and representatives will be encouraged to access same.

The JCC agreed that all messages involving SPF have to be corporate and they are seeking legal advice in respect of indemnity insurance.

Hunter Foundation Charity Event

The Executive provided an explanation and rationale to the Finance Standing Committee and JCC around attendance at the Hunter Foundation charity event where the primary speaker was Barrack Obama. There was recognition that communication around attendance could and should have been better and has been taken on board for the future. The Finance Standing Committee made the following recommendations:

1. That the spend fell within the remit of the rules
2. It was in the best interest of the SPF and membership to attend such an event.
3. The identity of those in attendance being publicised would bring no benefit to the SPF and could have an adverse effect on the future reputation of the organization

Due to a last minute cancellation of a guest, the wife of the General Secretary attended to ensure that there was not an empty seat at the table, this was a snap decision that had to be made which required detailed personal information to comply with strict security measures in place for the event. There was extensive discussion at both Committee's regarding the event and the strong feeling of the membership regarding attendance has been aired.

The Joint Central Committee (JCC) is the governing body of the Scottish Police Federation (SPF), it is the ultimate arbiter in all matters relative to the activities of the SPF, its permanent Officers, officials and representatives.

It is appreciated that there are strong feelings about this issue and you believe that you should have had a fuller reply sooner. However, to do so without affording the JCC the opportunity to perform its functions in an unfettered way would have been entirely improper.

The Committee concluded that whilst some perception issues about the merits of attending the event should have been foreseen, that attendance was amongst other things entirely appropriate and proper, in line with the rules, and consistent with the furtherance of the good name and reputation of the SPF. Members of the JCC made clear that notwithstanding the wholly unique nature of this event that a clearer articulation of the purpose of the event amongst area full time officials may have been beneficial in responding to initial inquiries.

A member requested that the update regarding the Hunter Foundation charity event be sent out as a WAC circular to all members.

Action – Chair to issue WAC circular regarding Hunter Foundation event.

6. JOINT CENTRAL COMMITTEE CIRCULARS

The following circulars had been issued.

22/17	21.06.17 - H&S PPE Survey - Information
23/17	23.06.17 - Judicial Review - Held in Reserve - Information
24/17	27.06.17 - HMICS Thematic Inspection of the Scottish Police Authority Forensic Services - (EMBARGOED) - Information
25/17	29.06.17 - Election for Assistant to the General Secretary (Conduct) - Information
26/17	04.07.17 - Remembrance Weekend - CENOTAPH - Information
27/17	05.07.17 - Police Pay - Information
28/17	06.07.17 - EuroCOP Police Training & Equipment Report - Information
29/17	06.07.17 - Catalogue of position papers, policies and objectives - Information
30/17	17.07.17 - PTC Application Forms - Information
31/17	19.07.17 - EuroCOP - Rights of Police Officers - Consultation
32/17	19.07.17 - Policing 2026 - Developing a 3-year Plan - Consultation
33/17	20.07.17 - ICPR - Fentanyl Briefing Guide for First Responders - Information
34/17	03.08.17 - PNB Circular 2/2017 (Advisory) - Information
35/17	08.08.17 - JCC Minutes May 2017 - Information
36/17	09.08.17 - JCC Agenda and Papers August 2017 - Information
37/17	21.08.17 - Subject & Standing Committee Minutes August 2017- Information

The Chair asked that the Chairs and Vice Chairs of any JCC Subject Committees ensure that they send in their responses regarding attendance at meetings as soon as possible in order for the West Area Office to arrange cover for meetings.

7. WEST AREA COMMITTEE CIRCULARS

The following WAC Circulars had been issued.

46/17	05.06.17 - WAC Chairs and Secretaries Post-WAC Meeting Minutes
47/17	19.06.17 - SPF Bravery Awards 2017 - Reminder
48/17	21.06.17 - PPE
49/17	22.06.17 - SPF Contact Forms
50/17	26.06.17 - Judicial Review Held in Reserve - Information
51/17	29.06.17 - West Area Committee - Elections
52/17	07.07.17 - Police Pay Information
53/17	14.07.17 - Strathclyde University Questionnaire in relation to Misconduct and Criminal Proceedings
54/17	17.07.17 - PTC Application forms
55/17	17.07.17 - EuroCOP - Catalogue of position papers, policies and objectives - Information
56/17	18.07.17 - Equality Committee Minutes - 4 April 2017

57/17	18.07.17 – Operational Duties Committee Minutes - April 2017
58/17	19.07.17 – GPA - Pride Glasgow 2017
59/17	19.07.17 – EuroCOP – Rights of Police Officers – Consultation
60/17	19.07.17 – Policing 2026 – Developing a 3-year Plan - Consultation
61/17	20.07.17 – WAC Health & Safety Minutes - April 2017
62/17	20.07.17 - ICPRA – Fentanyl Briefing Guide for First Responders – Information
63/17	26.07.17 – Notification of funeral - Retired Officer Donald Maclean
64/17	26.07.17 – Charity Rugby Match
65/17	31.07.17 – Vice Chair - WAC
66/17	03.08.17 – PNB Circular 2/2017 (Advisory)
67/17	04.08.17 – Police Mutual - Be Fit 4 Life
68/17	07.08.17 – Visit - Captain Chuck Cohen
69/17	15.08.17 – 2026 Local Approaches to Policing
70/17	15.08.17 – CICA
70/17	21/08/17 – CICA (Amended)
71/17	24/08/17 – JCC Minutes May 2017
72/17	24/08/17 – JCC Subject & Standing Committee Minutes April 2017 – Information
73/17	31/08/17 – Draft WAC Minutes – June 2017
74/17	31/08/17 - Airwave SOP for Mandatory Consultation
75/17	04/09/17 – WAC Chairs & Secretaries Pre WAC Meeting – June 2017

The Chair asked members of the Committee who had not responded to WAC Circular 74/17 regarding Airwave SOP for Mandatory Consultation to respond as soon as possible. The Chair stressed the importance of feedback from operational members.

8. WAC CHAIR AND SECRETARIES MEETING

A Post WAC meeting had been due to take place on Thursday 6 July 2017 but had to be cancelled due to lack of responses. It was rearranged for Wednesday 12 July 2017 but was not quorate.

A Pre WAC meeting was held on Monday 4 September 2017 where the minutes from the Pre WAC meeting of 5 June 2017 were approved and thereafter circulated via WAC Circular No 75/17 on 4 September 2017.

The minutes of the meeting held on 4 September 2017 were not yet available.

The Secretaries of the Rank Committees were reminded to submit their minutes timeously so that they could be circulated by draft minutes to members of their ranks committees.

A Post WAC meeting was due to take place on 5 October 2017.

9. JCC FINANCE STANDING COMMITTEE

The last JCC Finance Standing Committee Meeting was held on 2 August 2017. The minutes from the previous meeting held on 19 April 2017 were approved at this meeting and were sent out via WAC Circular 72/17 on 24 August 2017.

In respect of the alterations to Woodside Place, The Deputy General Secretary reported that due to matters out with his control the budget that was approved previously requires a significant increase and as such sought approval from the JCC

The increase of approximately £140,000 is due to Glasgow City planners making demands on the building structure and when the building can take place. Due to the fact that they are reluctant to endorse road closures, most work will have to be carried out during weekends. Due to the age and type of building, specific companies who specialise in working in these areas were sought.

The building requires a significant spend, and a figure of around £200,000 will be required to make the building wind and water tight and legal in respect of fire regulations. The JCC approved the extra funding.

A member asked why additional work was required to be carried out at Woodside Place as there had already been a recent renovation.

The Chair explained that earlier renovations were for only the front of the building and the JCC did not approve funding for the back of the building at the time. Renovations will now be carried out on the back of the building to ensure that it meets fire safety regulations. The further spend was approved to extend the building to allow for meetings and training to be held at Woodside Place in the future.

Due to complications that may affect members in the amalgamation of the British Transport Police (BTP), in particular in respect of pension advice and legal advice, approval was sought from the executive if required to seek the appropriate expert in these fields, this was approved.

A member highlighted that BTP Officers have different terms and conditions to PSoS Officers and may join PSoS with better terms and conditions.

The Chair advised that negotiations were ongoing regarding terms and conditions for BTP Officers and the impact on individuals.

A member raised a concern that the merger with BTP could potentially make the PSoS budget deficit worse.

The Chair advised that this issue was being raised with the Scottish Government.

10. JCC LEGISLATION AND REGULATIONS

The last JCC Legislation and Regulations Standing Committee Meeting was held on 2 August 2017. The minutes from the previous meeting held on 18 January 2017 were circulated via WAC Circular 43/17 on 22 May 2017.

Discussions surrounding the merger with BTP took place, the date of which is 1 April 2019. It was agreed that the full time Office Bearers at Woodside Place would have the authority to make decisions regarding this merger as it would be too time consuming to have to bring everything back to the Legislation and Regulations Committee and could impinge on timescales. Misconduct issues which pre date the merger and any legal liability that would cause was also discussed. Whilst negotiations are ongoing, the Woodside Place Office Bearers would update the JCC and any updates will be cascaded to members either at WAC meetings or via a WAC Circular.

The following motions were discussed:

Motion submitted from the East Area at SPF Conference

“That this Central Conference asks 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”

It was agreed that examples of such incidents would be forwarded to the General Secretary in order that it is evidenced and an appropriately worded letter could be sent.

Further to this, contact was made with Football Co-ordination Unit (FOCUS) who informed Woodside Place that the provision currently exists under the law.

Motion submitted from the East Area at JCC

“This East Area Committee asks the Joint Central Committee to make representation to have Paragraph five of the Criminal Injuries Compensation Scheme 2012 recognise that it is not part of an individual’s duty to be injured as a direct consequence of a criminal act.”

This Motion had been passed at the travelling JCC which took place in May and relates to the Criminal Injuries Compensation Authority (CICA) taking no cognisance to Police Officers being injured a result of a prisoner resisting arrest. It would only recognise Police Officers if they were carrying out an exceptional role as it would be normally expected in the course of a Police Officer’s core duties. Discussions surrounding how best to move this forward took place and it was agreed that the General Secretary would write to the Cabinet Secretary for Justice.

The next JCC Legislation and Regulations Committee meeting is due to be held on 11 October 2017.

The Deputy Secretary (Health and Safety) advised the Committee that when they are injured as a result of violence this should be recorded as an assault rather than resist arrest.

A member stated that there are times that Officers do record assaults on their crime reports but they are then removed by the crime manager as they are considered minor crimes.

A member asked if Officers can be compensated when assaulted by a member of the public who lacks mental capacity as these assaults are not listed in crime reports.

The Deputy Secretary (Health and Safety) advised that all assaults should be reported in a crime report and it is not for the crime managers to decide whether a person is competent or not.

A member gave an example of being assaulted in what was considered a minor crime and was advised not to raise a crime report.

The Deputy Secretary (Health and Safety) requested that the member send him the details of the incident for it to be looked into further.

Action – Deputy Secretary (Health and Safety) to get information from member and take matter forward.

The Chair explained the reason behind the motion is that it is becoming more difficult for Police Officers to be awarded compensation as the CICA consider assaults on Police Officers to be part of their job.

A member asked if assaults also include spitting.

The Deputy Secretary (Health and Safety) responded that it depends on the CICA tariff of injuries which can be found on their website.

Emma-Louise Smith left the meeting at 1pm

11. JCC OPERATIONAL DUTIES STANDING COMMITTEE

The Deputy Secretary (Equality) updated the Committee.

WAC Operational Duties Update

The last West Area Operational Duties Committee meeting was held on 17 July 2017. The minutes from the previous meeting held on 3 April were approved at this meeting and were circulated via WAC Circular 57/17 on 18 July 2017.

The minutes from the meeting held on 17 July 2017 were circulated to the committee only on 25 July 2017 and will be circulated to the WAC via WAC Circular once approved at the next meeting on 25 September 2017.

The Deputy Secretary (Equality) provided an update on the WAC Operational Duties Committee Meeting which had taken place on 17 July 2017. She advised that matters discussed at this meeting included recent shift consultations in the Offender Management Unit and the Public Protection Unit within 'G' Division.

The Committee were informed that the current Armed Policing shift pattern was being worked on and was still with management, the Deputy General Secretary will be raising this at the Armed Policing Monitoring Group (APMG) meeting.

Issues regarding body armour for Covert Police Officers was also discussed, the Deputy Secretary (Equality) had made enquiries and informed the Committee that this had now been approved.

The Committee agreed to hold an election for the position of Chair at the next meeting when more member would be able to attend. The next meeting is due to be held on 25 September 2017.

JCC Operational Duties Update

The last JCC Operational Duties Standing Committee Meeting was held on 2 August 2017. The minutes from the previous meeting held on 19 April 2017 were approved at this meeting and were sent out via WAC Circular 72/17 on 24 August 2017.

The Deputy Secretary (Equality) updated the Committee on the JCC Operational Duties Subject Committee Meeting which had taken place on 2 August 2017. Matters discussed at this meeting included changes within Leadership and Training. The Committee were informed that monthly meetings had been agreed to take place with the new Director of People and Development. The Committee were also informed that the SPF Vice Chair would be meeting with the new Head of Training and Development. All fulltime Office Bearers have now received training in Post Incident Procedures (PIP) and it was agreed that this training should be provided to Divisional Representatives.

The Committee were updated on the Workforce Agreement (WFA) and discussions took place regarding resourcing levels and the impact that events are having on Divisions and Departments. Blanket red days were also discussed and impact on annual leave. It is hoped that PNB Circular 2/2017 will be ratified in Scotland and that this would cause less of an impact on members. The Service had sought legal advice regarding re-rostering of rest days during annual leave. Variable Shift Arrangements (VSA) were also discussed

and it was agreed that the Area Secretaries would write to Divisional Commanders to highlight the current processes and seek agreement from them regarding the importance of abiding by regulatory requirements when considering shift pattern changes.

A member raised an issue regarding blanket re-rostering of rest days and how they are to be implemented as there is no guidance.

The Deputy Secretary (Health and Safety) advised the member that this issue has been raised with Events West Planning.

The Chair advised the Committee that the PNB agreement will not be implemented immediately and a culture change in forward planning will be necessary. The Chair ensured the Committee that the Federation will continue to challenge the Force regarding blanket re-rostering.

Problems surrounding Custody Division were discussed, primarily resourcing levels and the transportation of prisoners and the impact on Officer Safety. Staff shortages was also highlighted within C3 Division and the impact that the closure of Inverness and the transition to Dundee Area Control Room (ACR).

The Committee were updated on the Inspecting Ranks Steering Group and advised that the strategic leads had been changed. The Committee were advised that the Force Wellbeing Group is looking at working time and Inspecting ranks were urged to record all working time properly on SCoPE.

The Chair informed the Committee that the Chair of the Inspectors' Committee had made a request to attend the next WAC meeting to speak to the Inspector Representatives.

An update was provided regarding Held in Reserve and the Judicial Review carried out by Lady Wise which found in favour the SPF's petition. Nine Officers have been identified and will be written to, further updates are awaited from the Service regarding this.

The Motion presented at the SPF Conference 2017 by the Deputy Secretary (Equality) was discussed, the motion had been remitted to the West Area Committee and it was agreed that in the first instance approaches should be made to the Chief Constable prior to engaging with the Lord Advocate. The motion read:

"That this Area Committee asks Conference to ask the JCC to approach the Scottish Government to engage with the Lord Advocate to seek parity when dealing with Police Officers as victims of crime".

Other items discussed were of a more routine nature.

12. JCC CONDUCT SUBJECT COMMITTEE

WAC Conduct Update

The Chair of the West Area Conduct Committee provided a brief update. The last West Area Conduct Committee meeting was due to be held on 20 July 2017 however the meeting was not quorate, a general discussion took place and the next meeting is due to be held on 28 September 2017. The Chair of the Conduct Committee thanked the members of the Conduct Committee for their additional support and assistance during the WAC Vice Chair's absence. The Chair of Conduct Committee also advised that more training will be provided to members of the Conduct Committee in the future.

The WAC Chair informed the Committee that the Chair of the Conduct Committee will be working in Merrylee House at least one day a week to assist in matters of conduct during the WAC Vice Chair's absence.

JCC Conduct Update

The Deputy Secretary (Equality) also thanked the Conduct Committee and particularly the Chair of the Committee for their efforts during the WAC Vice Chair's absence. This assistance has included preparing two Misconduct Hearings in rapid succession after the WAC Vice Chair went absent and members of the Committee taking on five new cases after receiving notification within two days. The Deputy Secretary (Equality) informed the Committee that the Professional Standards Department (PSD) have been very patient and understanding during this time.

The Deputy Secretary (Equality) updated the Committee on the JCC Conduct Committee Meeting which had taken place on 1 August 2017. She advised that the previous Assistant to the General Secretary (Conduct) had retired and nominations were sought for elections. Amanda Givan was the only applicant and was officially appointed at the JCC meeting in August 2017.

The Committee were informed that the structure and poor attendance rates of the National Committees were being looked into, the Deputy Secretary (Equality) reminded the Chairs and Vice Chairs of the Subject Committees that they should be attending these meetings along with the Area Leads.

Social Media was discussed and the pitfalls surrounding it. It was agreed that training on this issue was required for Officers and discussion took place regarding how training could be provided in the future.

The Committee discussed Performance Regulations being used as an alternative to Misconduct Regulations, it was agreed that these regulations are still underused.

The Committee agreed that a representative from PIRC should be invited to future meetings.

13. JCC EQUALITY SUBJECT COMMITTEE

The Deputy Secretary (Equality) updated the Committee.

WAC Equality Update

The last West Area Equality Committee meeting was held on 18 July 2017, this was a full day meeting and included refresher training on equality matters. The minutes from the previous meeting held on 4 April 2017 were approved at this meeting and were circulated via WAC Circular 56/17 on 18 July 2017.

The draft minutes from the meeting held on 18 July 2017 were sent to the Committee only on 25 July 2017 and will be circulated via WAC Circular once approved at the next meeting on 26 September 2017.

The Deputy Secretary (Equality) provided an update on the WAC Equality Committee Meeting which had taken place on 18 July 2017. The meeting lasted a full day and training was provided by the Assistant to the General Secretary (Equality) on the following matters:

- Introduction to Equality
- Recording of Equality Matters
- Legislation
- SOP's

An Election was held at the meeting for the position of Chair. Gemma Speir was nominated and seconded and there being no further nominations was elected as Chair. This created a vacancy for Vice Chair and Cath McNally was proposed, seconded and there being no further nominations was elected as Vice Chair.

The Assistant to the General Secretary (Equality) updated the Committee on the apparent rise of religious hate crimes with Police Officers as victims. He will monitor this as it may be due to the recording and coding of certain crimes on management systems and report back to the Area Committees in due course.

The Deputy Secretary (Equality) provided an update on the 'V' Division Equality Committee meeting which included an input from the LGBT+ and LGBT Youth groups who outlined their work within the Dumfries and Galloway communities and some of their future proposals. The next meeting was due to be held on 26 September 2017 and will include an input from the Iman from the local Mosque.

A member asked if there had been a response regarding the West Area Equality Committee's displeasure regarding a tweet from the General Secretary.

The Deputy Secretary (Equality) informed the member that this matter will be raised with the Assistant to the General Secretary (Equality).

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

The Deputy Secretary (Equality) thanked members of the Equality Committee, some of whom have been contacted at very short notice, to cover meetings when no Full Time Office Bearers have been available. The Deputy Secretary (Equality) also thanked all Representatives who have also been able to stand in who are not Equality Committee members.

JCC Equality Update

The last JCC Equality Subject Committee Meeting was held on 1 August 2017. The minutes from the previous meeting held on 18 April 2017 were approved at this meeting and were sent out via WAC Circular 72/17 on 24 August 2017.

The Deputy Secretary (Equality) updated the Committee on the JCC Equality Subject Committee Meeting which had taken place on 1 August 2017. Matters raised at this meeting included fitness testing for Firearms Officers. The West Area raised an issue regarding Firearms Officers fitness testing being categorised according to age and gender with different standards set. It was agreed that the Assistant to the General Secretary (Equality) would engage with the Service and explore any potential failings regarding this and report back to the Committee.

The Vice Chair of the West Area Equality Committee, provided an update on Women's Health and the work that she has carried out in relation to the Laughology Package and her application to the Force Wellbeing Fund. It was agreed that the SPF should be approached to fund a few Workshops and the Assistant to the General Secretary (Equality) agreed to make representations to the JCC to fund a full day's course of workshops which would cost approximately £1000 and any expenses occurred by the Presenters. It was agreed that Menopause covered all subject areas; Equality, Health and Safety and Conduct. The request has been referred to the Finance Standing Committee for a decision.

The Assistant to the General Secretary (Equality) reported back on a number of national items which included the PNB (Scotland) Working Group, the Police Scotland/Scottish Police Authority, People and Development Equality and Diversity Governance Group (PS/SPA P&D E&D Governance Group) and the Agility and Flexible Working Group.

There had been two invitations received by the Equality Committee from the Scottish Muslim Association, the first had been the "Taste of Ramadan" evening which a member of the Committee attended on behalf of the SPF. The second was the Eid Dinner at Glasgow which each Equality Area Lead attended, both events were well attended and supported.

The Area Leads and the Assistant to the General Secretary (Equality) have established a regular meeting schedule to monitor and review issues within the three Areas.

Potential themes for the SPF Conference 2019 for the Equality input are also being looked into. The Deputy Secretary (Equality) raised the matter of Conference with the West Area Equality Committee and asked if there were any issues or topics that members think could be a potential subject matter to let her know.

Training is also being looked into, especially topics that could potentially straddle two areas, one example could be Performance Regulations.

The Chair informed the Committee that Performance Regulations are being used more often in relation to absence.

14. JCC HEALTH & SAFETY SUBJECT COMMITTEE

The Deputy Secretary (Health and Safety) updated the Committee.

WAC Health and Safety Update

The last West Area Health and Safety Committee meeting was held on 19 July 2017. The minutes from the previous meeting held on 5 April 2017 were approved at this meeting and were circulated via WAC Circular 61/17 on 20 July 2017.

The draft minutes from the meeting held on 19 July 2017 were circulated to the Committee only on 4 August 2017 and will be circulated via WAC Circular after approval at the next meeting on 27 September 2017.

The Deputy Secretary (Health and Safety) provided an update on the WAC Health and Safety Committee Meeting which had taken place on 19 July 2017. He advised that matters discussed at this meeting included the poor level of service being provided by Police Scotland's facilities managers Mitie. The Deputy Secretary (Health and Safety) also advised that a number of outstanding actions were now closed or remitted to the CC Health and Safety Subject Committee.

JCC Health and Safety Update

The last JCC Health and Safety Subject Committee Meeting was held on 1 August 2017. The minutes from the previous meeting held on 18 April 2017 were approved at this meeting and were sent out via WAC Circular 72/17 on 24 August 2017.

The Deputy Secretary (Health and Safety) updated the Committee on the JCC Health and Safety Subject Committee meeting held on 1 August 2017. Matters discussed at this meeting included issues with Airwave batteries, Tactical (TAC) vests and belts supplied to Armed Response Vehicle (ARV) crews, events and welfare arrangements.

The Deputy Secretary (Health and Safety) informed the Committee that new statistics produced by Force Health and Safety show that the cost of Reporting of Injuries Diseases

and Dangerous Occurrences Regulations (RIDDOR) reportable incidents is up to £500,000 per quarter, this is only the most serious kind of incident where Officers are not available for normal duties for over seven days or where they sustain a serious injury. The cost of more minor incidents due to their greater volume will likely be considerably higher.

A perceived lack of Firearms deployments to dangerous incidents was also discussed. The Deputy Secretary (Health and Safety) presented an updated draft of the Near Miss Guidance Document which includes a specific section on these types of incidents to the Committee for consideration. The document is currently with the national Office Bearers for their views.

Local and National Meetings

Since the last WAC Meeting, the Deputy Secretary (Health and Safety) has attended Divisional Health and Safety Meetings in 'G' Division and 'Q' Division. A Divisional Representative attended the meeting for 'U' Division, 'K' Division, West Area Health and Safety Meeting and the Specialist Crime Division National Meeting.

The Police Scotland National Health and Safety Board met on 18 August 2017. The Assistant to the General Secretary (Health and Safety) attended and raised events welfare on behalf of the West Area.

Events

The Deputy Secretary (Health and Safety) informed the Committee that the SPF have been made aware of complaints from members and Representatives regarding arrangements for events. Complaints raised have included issues with parking, dress code, food provided, lack of breaks and lack of welfare facilities.

Emails, photos and SCoPE reports have been compiled into documents and presented to Divisional Managers. Documents have also been presented to ACC Williams and DCC Livingstone. DCC Livingstone has since published Force memo PS185/17 setting out the Health and Safety duties of planners and managers.

The Deputy Secretary (Health and Safety) reported that Divisions are to get back 50% of the money that organizers are charged for profit making events.

A member asked if the 50% of money going back to Divisions will be for every event.

The Deputy Secretary (Health and Safety) reported that host Divisions are to receive up to 50% of the money that organisers are charged for profit making events. The process is still being worked out as to what events qualify and when Divisions will receive funds.

The Deputy Secretary (Health and Safety) informed the Committee that Police Scotland have produced figures showing a disparity between the different Divisions and groups in respect of the percentage of Rest Days which are subject to re-rostering. Disparities have

also been raised with different Divisions and Departments using Local Days of Action (LDAs) to cover events.

A member raised a concern regarding the responsibility of Health and Safety arrangements for events falling on Officers rather than senior Officers particularly in 'G' Division.

The Deputy Secretary (Health and Safety) advised the member that this issue affects all of the West Area and that the SPF are attending every Operational Planning meeting that they can to advise and inform organisers of their responsibilities.

The Chair ensured the Committee that when the SPF challenge the Force, the challenge is directed towards Senior Officers, not the Officers who are asked to carry out the tasks. The SPF acknowledge that it is the responsibility of Supervisors to ensure that Health and Safety arrangements are in place for events and if there are issues, then it is the Supervisors who will be challenged.

Uniform, Personal Protective Equipment (PPE) and Officer Safety Training (OST)

The Deputy Secretary (Health and Safety) reported that a number of actions relating to the PPE review have been addressed and the action log has been updated to show this progress. All aspects of the PPE review are being progressed by the National Office Bearers at Woodside Place.

Following the recommendation of the JCC Health & Safety Subject Committee, a request has been made for financial assistance to facilitate a review of the current Personal Protective Equipment deployed to all operational Officers to identify whether it is fit to face the current national threat level.

Updates were provided regarding body armour with a further short life working party to be identified to progress body armour contracts. The PPE budget and information received that this is to be devolved to Divisions, and PAVA which is currently due for review and out for tender.

A member raised an issue regarding there not being enough pockets on body armour.

The Deputy Secretary (Health and Safety) informed the member that the current body armour contract is due to expire and changes are being looked into. The Deputy Secretary advised the member that he would raise the issue with the Assistant to the General Secretary (Health and Safety).

Action – Deputy Secretary to raise issue with Assistant to the General Secretary (Health and Safety).

Fleet and Vehicle Equipment

The Deputy Secretary (Health and Safety) advised that significant progress had been made in this regard, with a commitment from the Force that the agreed Equipment List will be purchased and national training will be rolled out across the Force. The Assistant to the General Secretary (Health and Safety) is currently addressing the suitability of equipment to ensure British and European Standards Compliance. A short life working group has been introduced to see the process through to the procurement stages. The Assistant to the General Secretary (Health and Safety) will keep Area Leads updated.

A local safety alert has been issued in Ayrshire as a result of the ongoing investigation into the collision on the A78. This Accident investigation is being conducted by a member of the West Area Health and Safety Committee and the safety alert is due to be published nationally.

Other OSD Firearms

The Assistant to the General Secretary (Health and Safety) has enquired into TAC vests for Firearms in the East Area with further issues to address in other areas. It was reported that firearms resources are not being deployed according to college of policing guidance.

A meeting was held on 15 August 2017 at Dalmarnock with Armed Policing, Health and Safety Representatives and the Assistant to the General Secretary (Health and Safety) where it was agreed that a new Risk Assessment was required to address the change in work practice.

Custody

The East Area Health and Safety Lead attended the Criminal Justice Services Health and Safety meeting in July and raised an incident on behalf of the West Area, where an Officer was contaminated with HIV infected blood in a custody suite. It was agreed that the provision of eye wash kits will be looked into and the incident will be raised with NHS managers.

The Chair advised the Committee that he was aware of the threat of custody suite closures in various areas of the West. The Chair advised that the SPF were looking into the situation and asked members to inform the SPF if they were aware of any issues that need to be challenged.

A member raised an issue regarding extensive wait times for custody suites in 'G' Division and the risk this poses to Officers.

The Deputy Secretary (Health and Safety) informed the member that he had raised this issue with the Custody West Health and Safety Group and the issue will be taken forward. He also requested that members send him any evidence they may have of these issues.

**Action - Deputy Secretary (Health and Safety) to gather evidence and take matter forward.
Investigations**

The Deputy Secretary (Health and Safety) informed the Committee that there are currently three accident investigations at present nationally.

Estates, Facilities Management and Mitie

The Deputy Secretary (Health and Safety) informed the Committee that he has been receiving consistent complaints about the lack of service from Mitie who are the facilities management contractors for Police Scotland. The Deputy Secretary (Health and Safety) stated that complaints were received from members, Divisional Management and estates staff with the main complaint being the wait times for jobs being completed.

The Deputy Secretary (Health and Safety) thanked the members and asked them to relay his thanks to the wider membership and encouraged them to continue to report Health and Safety matters.

15. LOCAL NEGOTIATING CONSULTATIVE COMMITTEE (LNCC)

An LNCC meeting was scheduled to take place on Monday 7 August 2017 however was cancelled. There have been no further meetings since the last WAC meeting.

16. LOCAL POLICING COMMANDERS MEETING (LPC)

There have been two meetings of the LPC since the last WAC meeting, the Deputy Secretary (Equality) attended both. The first meeting was held on 10 July 2017 at Dalmarnock. Matters discussed included SCoPE and the self-service model which allows Officers to update their personal details themselves, this excludes flexible plans and postings.

HR provided an update on absence management, the majority of Divisions currently are sitting below 5% for Police Officers.

Concerns were raised regarding the number of Temporary Ranks throughout the Service, as of the end of June there were 114. There appears to be little movement from Sergeant to Inspector ranks.

Leadership and Development staff will be based at Tulliallan and Jackton only and will be reduced from 49 to 22.

One Commander noted the increase of courts on late shifts and nightshifts as there were insufficient numbers on core shifts to facilitate court duty change and questioned whether this was a trend throughout the Service or solely for their Division.

The Judicial Review for Held in Reserve was highlighted however at the time of the meeting not all Commanders had had sight of it.

A local governance group has been set up to review "stop and search" and to look at Equality issues and whether there is an option to include local area variations, for example if there was a high number of a particular minority group within an area it could be recorded and not lead to disproportionate reporting of targeting certain minorities.

Concerns were raised regarding PIRC and some of the details that are being published on their website.

A presentation was given regarding Operation Forsetti, the Scottish Child Abuse Inquiry into the investigation of historical child abuse within care homes.

A report was provided regarding communications and a number of media enquiries regarding the higher levels of violence across Divisions was reported. The TRNSMT Festival and a number of other events had resulted in an increase in Twitter feedback. It was further advised that the summer drink drive campaign would commence on 11 August 2017 and the One Punch Campaign would commence at the end of August 2017.

An input was provided by Safer Communities, discussions took place regarding the Webinar that had taken place that morning the subsequent question and answer session.

HR advised that an input on Performance Regulations would be provided at all Divisions, particularly in relation to Absence Management. At that time there had been 37 Ill Health Retirements in 2017, this did not include Officers who were due to leave as of 5 September 2017.

A lengthy discussion took place regarding the organisational change and move to centralise Learning and Development to Tulliallan and Jackton. Issues were raised regarding the impact of taking staff out of the areas would have on communities and the loss of employment for civilian staff.

Policing events was proving to be challenging with mutual aid crossing over across the country, there had been 253 events in the previous month of July.

It was reported that Court scheduling should be in place by winter 2017.

17. MOTIONS

There were no motions.

18. CORRESPONDENCE

The following item of correspondence were read to the Committee:

- 26.06.17 - resignation from Adam Smith

19. COMPETENT BUSINESS

A member raised an issue regarding there being no national policy in place for Officers who volunteer as military reservists. The member informed the Committee that in the West Area, this issue is dealt with under the special leave policy and some Officers have had to use annual leave or take unpaid leave for volunteering. The member also informed the Committee that this issue is being dealt with differently in different Areas.

It was agreed that the member would provide evidence to the Deputy Secretary (Equality) who will then raise the issue with the Assistant to the General Secretary (Equality).

Action – Deputy Secretary (Equality) to raise issue of military reservists and special leave with the Assistant to the General Secretary (Equality).

The Chair raised the issue of resilience in the West Area. The Chair thanked all members of the Committee who have been providing extra help while the WAC Secretary and Vice Chair remain absent. The Chair acknowledged that this has been a difficult time for the remaining full time Office Bearers and that all help received from Divisional Representatives is greatly appreciated. The Chair informed the Committee that future planning for the West Area will need to be considered now as two Office Bearers are due to retire in the next year and any members interested in a full time position were advised to give this consideration. The Chair again thanked the Committee for their help and asked that they continue to help out as much as possible.

A member asked if there would be any future training in specific portfolios for Divisional Representatives.

The Chair advised all members with an interest in a particular portfolio to contact the portfolio leads and training will be arranged. The Chair also advised that members who were not on Committees but were interested in training would need to seek permission from their Division as it will not count as duty time.

A member raised the issue of newly elected Divisional Representatives having to wait a significant amount of time before receiving any basic Federation training.

The Chair acknowledged this issue and agreed that training should be provided at a faster rate and the Chair would continue to raise this issue with the JCC.

A member raised an issue regarding a letter issued by the Police Federation of England and Wales regarding response driving and people being charged with Section 2 and 3 offences. The member asked if the Scottish Police Federation would be issuing anything regarding this.

The Chair informed the member that this issue was raised at the Roads Policing national meeting and the Assistant to the General Secretary (Health and Safety) has taken an interest in this issue. The Chair also advised that he had been informed that the stated case is recognised in Scotland as a defence for Police Officers but is not recognised in England and Wales. The Chair stated that legal advice would have to be sought in relation to this issue.

20. CLOSE OF MEETING

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

Martin Bertram
Chair

Fiona Morris
Deputy Secretary (Equality)



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 7 September 2017 at 10a.m.

1 ROLL CALL

Chris Thomson – Chair
Ian Florence – Secretary
Lorna Hogarth – Deputy Secretary
Gemma Speir – Vice Chair
Lee Hamilton
William Worn
Paul McWhinnie
Gemma Mazur
Marketa Hola
Eddie Mather
Adam Peppard
Mark Dines
Stephen Innes
Gordon Cumming
Fiona Morris – WAC Deputy Secretary (Equality)

Apologies were received from Martin Bertram, Malcolm Macdonald, Gary Mitchell, Gary Philips, Tracey Bryan, Campbell Smith and Thomas O'Pray.

2 ADOPTION OF STANDING ORDERS

The Committee chair reminded members that the standing orders were adopted at the opening of the joint meeting and would remain in place for the duration of the 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

The Committee Chair informed members that that there was now a vacancy for second reserve on the Conduct Committee.

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.

Four Representatives were nominated and Lee Hamilton was duly elected as second reserve.

5.2 Pay, Allowances and Conditions of Service

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

5.3 Shifts

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

5.4 Committee Reports

(a) Health & Safety

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

(b) Equality

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

(c) Operational Duties

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

(d) Conduct

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

5.5 JCC Report

The Committee Chair informed the Committee that he had attended the last JCC meeting and refreshments had been discussed at the JCC Constables Committee. It was agreed that if officers are not getting their refresh in the usual manner they should make a claim. The Chair requested that members of the Committee provide as many examples of these situations as possible in time for the next JCC meeting.

6 CORRESPONDENCE

There was no correspondence.

7 MOTIONS

There were no motions.

8 COMPETENT BUSINESS

A member raised the issue of recent changes to the Diploma and highlighted that there are still issues surrounding accessing and submitting work. The WAC Deputy Secretary (Equality) noted this and bring it up with the relevant people.

A member raised the issue of officers in one Division being asked to start at 0600 hours instead of 0700 hours on an early shift which is out with regulations. A discussion took place regarding this.

A member raised the issue that as well as the above Ops Planning are seeking volunteers to work on a rest day at events which is in breach of the regulations. It was noted that members felt that this was becoming a culture and practice within the Divisions. After discussions took place it was agreed that this item should be brought up at the full meeting.

The WAC Deputy Secretary (Equality) informed the Committee that the WAC Secretary has been absent longer than he anticipated and that she had been covering a lot of his

duties. The WAC Deputy Secretary (Equality) asked permission from the Committee to take the place of the WAC Secretary at JCC meetings on a temporary basis until his return.

The WAC Deputy Secretary (Equality) then left the room to allow discussion to take place and the WAC Chair entered the meeting. The proposal was voted on and passed by the members. The WAC Chair then left the room and the WAC Deputy Secretary (Equality) returned and was informed of the outcome of the proposal.

9 DATE OF NEXT MEETING

The next meeting will be held on Thursday 7 December 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 Inspectors' West Area Committee

Ref: CM/JT/NM

Minutes of the Inspectors' West Area Committee Meeting held at the Glynhill Hotel on 7 September 2017 at 10am.

1 ROLL CALL

Joe Thomson – Chair
Cath McNally – Vice Chair
John Mullen
Emma-Louise Smith
Hugh Burns
Ruth Gilfillan

Observers

Martin Bertram – WAC Chair

Apologies were received from Phil Maguire (Secretary), Garry Kirkwood (Deputy Secretary), and Jenny Shanks.

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. In the absence of the Committee Secretary, it was agreed that the Vice Chair, Cath McNally, would act as temporary Secretary for the meeting.

4 MINUTES OF PREVIOUS MEETING

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

5 MATTERS ARISING

5.1 Committee Vacancies

The Chair provided an update of all Committee vacancies. It was agreed that due to low numbers of Inspector Representatives the remaining vacancies, which are all for reserve positions, remain unfilled.

5.2 ICC UPDATE

The Chair provided an update from the last ICC meeting, among issues discussed were rank ratios, working time regulations, Time for Justice Survey work progress and wellbeing. Chair reminded members to encourage all Inspecting ranks to record actual time worked via the working time claims facility on Scope. A member advised that the recording of working time was improving in Lanarkshire Division which was positive.

5.3 Pay Award

Members of the Committee discussed the pay award which had been made public on 6 September 2017 and lack of clarity surrounding various aspects. Members expressed a hope that clarity will be forthcoming once all the aspects of the award are studied in conjunction with the regulations.

6 CORRESPONDENCE

No correspondence had been received.

8 MOTIONS

There were no motions.

9 COMPETENT BUSINESS

A member asked the Committee if anyone had experience in relation to running an early car. A general discussion followed which identified points for the member to consider prior to introduction of an early car.

10 **DATE OF NEXT MEETING**

The next meeting will be 7 December 2017.

11 **CLOSE OF MEETING**

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

Joe Thomson
Chair

Cath McNally
Temporary Secretary