



# Scottish Police Federation East Area Committee

**Minutes of the Second Quarterly Meeting of the East Area Committee of the  
Scottish Police Federation held on Wednesday 6<sup>th</sup> December 2017 within  
The Houston House Hotel, Uphall, Livingston, EH52 6JS**

## **1 ATTENDANCE**

Inspector Jim Thomson	C - Forth Valley
Inspector Hugh Loudon	C - Forth Valley
Inspector Mark Murphy	C - Forth Valley
Sergeant Mark Westmorland	C - Forth Valley
Sergeant Murray McKenzie	C - Forth Valley
Sergeant David Reid	C - Forth Valley
Constable Scott Callaghan	C - Forth Valley
Constable Paul Redwood	C - Forth Valley
Constable John Hay	C - Forth Valley
Inspector Brian Henderson	P - Fife
Inspector Ian Stephen	P - Fife
Inspector Stephen Kay	P - Fife
Sergeant Wilkie McCloskey	P - Fife
Sergeant Kathryn Fairfield	P - Fife
Sergeant Graham Ross	P - Fife
Constable Stevie Herd	P - Fife
Constable Austin Barrett	P - Fife
Inspector Allan Symington	E - Edinburgh
Inspector Ian Williamson	E - Edinburgh
Inspector Neill Whiteside	E - Edinburgh
Sergeant Mark Wilson	E - Edinburgh
Sergeant Scott Meechan	E - Edinburgh
Sergeant Christopher Richardson	E - Edinburgh
Constable Euan Sinclair	E - Edinburgh
Inspector Michelle Ritchie	J - The Lothian's & Scottish Borders
Inspector Andrew Toombs	J - The Lothian's & Scottish Borders
Sergeant Gordon Latto	J - The Lothian's & Scottish Borders
Sergeant Mark Sherman	J - The Lothian's & Scottish Borders
Constable John Brownlee	J - The Lothian's & Scottish Borders
Constable Jim Friery	J - The Lothian's & Scottish Borders
Constable Darren Gallagher	J - The Lothian's & Scottish Borders

Andrew Malcolm	Chair
Stephen Clark	Vice-Chair
Grant McDowall	Secretary
Heather MacDonald	Deputy Secretary

## **2 APOLOGIES**

Sergeant Quentin Russell	E – Edinburgh
Constable Richard Wood	E - Edinburgh
Constable David Davison	E – Edinburgh
Constable Colin Nicoll	P – Fife
Sergeant John McEwan	J - The Lothian's & Scottish Borders

## **3 OPENING OF THE MEETING**

The Chair welcomed all those in attendance to this, the Fourth Quarterly Meeting of the East Area Committee for 2017. He said that it had been a difficult year going on to inform those present that in recognition of their hard work and service to the Federation, three long time serving members of the Committee, Jackie Muller, Murray Mackenzie and Drew Elliot would be joining them for a small presentation.

The Chair informed the attendees of the Fire Procedures in the event of an emergency thereafter, reminding those present that every member would have the opportunity to express their views and that **all** points or issues **must** be directed through the Chair allowing everyone who wished to participate the opportunity to do so. Standing Orders for were in place and the meeting was then declared open.

## **5 MINUTES OF THE PREVIOUS MEETING**

The minutes from the previous meeting held on Wednesday 6<sup>th</sup> September, 2017 had been approved by those in attendance.

## **6 MATTERS ARISING**

### **(a) JOINT CENTRAL COMMITTEE UPDATE**

The Secretary advised that the last meeting of the Joint Central Committee took place at the Double Tree Hotel, Dunblane on Tuesday 31<sup>st</sup> October and Wednesday 1<sup>st</sup> November 2017.

As part of the transition for BTP becoming part of Police Scotland, Matt Rodgers, who is the BTP Area Federation Chairman, attended the meeting as an observer along with Douglas Brownlee. Amongst subjects discussed were the following:

At the last JCC an East Area Motion in relation to the Deloitte Report was submitted and a letter had been sent to DCC Livingston with a request to see the report however, it is PSoS's document and they reserve the right to do with it what they wish. We await a response as allocation of resources is a Chief Constables decision.

**Legal Advice and Assistance** - The Deputy General Secretary provided an update informing that a number of new cases, 45 in total, had been received, there had been no rejections since the last meeting.

He then went on to supply updates in relation to Held in Reserve/Allard and Holiday Pay as follows:

**Holiday Pay** - There are a number of ongoing cases in relation to Holiday Pay throughout the country, which are all at various stages of appeal. In some cases, Forces in England have made a payment to officers. We are hoping to go down the same process with a three tier approach, similar to that being adopted in the Allard Case. A date is awaited for a meeting through PNB in an attempt to put in place a resolution.

**Held in Reserve** - PNB Bulletin 29/17 was published on 24<sup>th</sup> October 2017 and since that time, there have been a large number of enquiries from both serving and retired officers in relation to potential payments. This can only be backdated to 23<sup>rd</sup> June 2012 due to legal reasons. All claims should have been lodged by the 30<sup>th</sup> November 2017 and, figures will be addressed on an individual basis with a meeting to review claims on 6<sup>th</sup> December, 2017.

**Allard v Devon and Cornwall** - This is a case taken by officers from Devon and Cornwall against their Chief Constable which primarily came from them being CHIS Handlers who were not paid for taking calls in their own time from sources. Evaluation is ongoing using the standard approach of three tiers, it follows a legal process which was used in the Piper Alpha Case whereby payments were set into Low, Medium and High. This is going to be a long drawn out process and we await the outcome of ongoing negotiations and reasonable bandings around the issue.

**Police Negotiating Board (PNB) Scotland** - The Police Negotiating Board negotiates the terms and conditions for Scottish Police Officers.

A pay claim of 1% was accepted for this year, although, the Staff Side had asked for 3.5% and, for the first 30 minutes worked in any 7 day period to be withdrawn.

The agreement in full is as follows:

- An increase to all points on the Police Officer pay scales, CRTP, and associated allowances by 1.0%. Effective from **1 September 2017**.
- The abolition of the deduction of payment or TOIL for the first four occasions of casual overtime in any week. Effective from **1 December 2017**.
- Where there is a requirement to work on a rest day during a period of annual leave, that rest day (or subsequent rest days if similarly worked) will be compensated in the same way as if the requirement to work were on a day of annual leave. A qualifying period of leave shall be defined as a period of 4 days or more, at least one of which is a day of annual leave and the remaining days being Rest Days, Public Holidays or, days taken as time off in lieu of overtime. **Effective from 1 April 2018**.
- Officers may nominate two days, in place of Christmas Day and New Year's Day, as Public Holidays for religious or cultural reasons. **Effective from 1 April 2018**.
- A compensatory payment to deal with the issue of excessive disruption to rest days will be agreed and implemented. Effective from **1 June 2018**.
- The retention of a 4 hour minimum payment on an occasion a Police Officer is required to work on a rest day without due notice. Where the officer is not required to attend a Police Station, police incident, or court, as a consequence of said requirement to work, the minimum payment shall be one hour. Effective from **1 September 2017**.
- The retention of a 4 hour minimum payment on an occasion a Police Officer is recalled to duty on a working day between the hours of 2300 and 0700. Where an officer is recalled to duty out with the hours between 2300 and 0700, the officer shall be compensated for the actual hours worked plus travelling time. Where the officer is not required to attend a Police Station, police incident, or court, as a consequence of recall between the hours of 2300 and 0700, the minimum payment shall be one hour. Effective from **1 September 2017**.
- Where a Police Officer works into a rest day, the officer shall be compensated for the actual time worked. Effective from **1 October 2017**. The backdated payments should be in all salaries for the December pay run.

A letter was written to the Chancellor of the Exchequer by the 13 Scottish Conservative MP's asking for the VAT payment for Police Scotland to be returned to the Service. On the 22<sup>nd</sup> November, the Chancellor announced that the Service would be VAT exempt from 1<sup>st</sup> April 2018. Pressure will now be made to have the last 4 years of VAT returned which, would total some £140 million. It should be noted that the Service gave up on this last year and, only because of the SPF persistence has the Westminster Government agreed to make PSoS VAT exempt.

**Pensions** - David Hamilton and Doug Keil sit on the Police Pension Board. On 4<sup>th</sup> October they attended the Scheme Advisory Board which included representatives from Government Actuaries Department (GAD). A further update was received on potential contribution rates which will be in effect from 2019 for 4 years. They have reviewed the mortality and pension rates in relation to current pension for the future as we now have a longer life expectancy after retirement.

GAD completed the 1<sup>st</sup> element of the report and this has been sent to Mercers for further analysis and interpretation. Responses based on this will influence the employee and employer contribution rates from 2019 once the response has been received and final submission to Treasury.

The Annual Pension Statements have been sent out. The SPPA Pensions Calculator, run by Government Actuaries Department (GAD), is now up and running and appears to be working well. They are looking to entice officers who have not entered or, are considering withdrawing from the schemes. It was pointed out that for every £100 you put into the scheme the SPA put in a further £214. Annual Allowance Statements have also been issued, there are still implications around annual or lifetime allowances. SPPA have an internal dispute process in place for anyone experiencing problems with their Annual Allowance Statement.

It should be noted that SPF **CANNOT provide advice in relation to pension matters** members are required to seek Professional Advice or contact SPPA.

**Scottish Police Consultative Forum (SPCF)** - The SPCF runs in conjunction with PNB. The functions of the SPCF are not set out in legislation but, Scottish Ministers have a statutory obligation to consult policing stakeholders before making any changes to the regulations governing a wide range of non-negotiable matters which affect Police Officers in Scotland and, will look for these to be agreed through discussion at the SPCF before they are made.

2026 presentation was given by David Page, this caused comment around the current practice of placing all progressing matters into the 2026 Agenda. Concerns regarding progress around a variety of issues were also highlighted.

**Scottish Police Authority (SPA)** - The Scottish Police Authority (SPA) is a public body of the Scottish Government which holds Police Scotland to account. Both bodies were established on 1 April 2013 with the inception of Police Scotland.

On 6<sup>th</sup> November the SPA reported a projected revenue deficit in Police Scotland's budget of £36 million for the year. This is approximately £10 million better than anticipated and is down mainly to an under spend on Police Staff.

In a statement released on 10<sup>th</sup> November, the SPA announced it had reviewed its decision to grant a period of absence to the Chief Constable and decide whether any other measures are necessary. It agreed to continue the period of leave which remains an appropriate measure to address investigative and welfare issues for all parties involved. This decision will be reviewed again on 1<sup>st</sup> December 2017.

SPA members visited stations to speak to officers and, an honest narrative was provided to them regarding the current status of the Service.

**Scottish Police Budget and Finance** - Audit Scotland predict a £200 million funding gap in Police spending up to the years of 2021- 22. This years predicted shortfall is expected to be in the region of £48 million and this is in anticipation of a 1% pay increase.

Removal of VAT liability from PSoS was discussed and championed by SPF. There have been representations at all levels, including with the political leaderships, there is a persuasive argument that may lead to the VAT liability being reviewed. The Chancellor has indicated that European Law may have been a barrier however, this was proven not to be the case and this has been established that an exemption could be applied. The decision was announced on 22<sup>nd</sup> November in the Autumn Budget.

At present, Police Scotland are protected by the Scottish Government in funding issues, with no real term cuts. This is also replicated by the NHS and they assure us this will be in place for the lifetime of the Scottish Parliament.

**LNCC (Local Negotiating and Consultative Forum)** - LNCC usually meet every 3 months and are a window for the East Area to take matters to the ACC in an attempt to have a situation resolved locally. These meetings are now National LNCC meetings where North, East and West all attend with their respective ACC's.

The LNCC format is still not correct as a number of parties do not attend, namely Custody Division and Firearms. There have been no meetings since the last EAC meeting.

**Joint Negotiation Consultative Committee (JNCC)** – A date for the next scheduled meeting for the JNCC is to be confirmed. An update will be provided once known.

**2026 Update** - DCC Livingston invited the Executive of SPF and ASPs to a discussion around the current model of 2026 and delivery, or lack of it. This meeting took place on 6<sup>th</sup> November 2017.

Further discussions took place on the 2026 Project regarding lack of leadership and direction. 2026 continues to run large and infiltrate other areas of business, there is a general lack of cohesion in 2026 planning and delivery. There are some 16 current Work streams ongoing under 2026

**AOCB** - An amnesty for members who had either not joined or, had left the Voluntary Fund began on 1st October and will run until the 31<sup>st</sup> December 2017. A significant number of members have so far either joined or re-joined.

#### **(b) HEALTH & SAFETY**

During the 2<sup>nd</sup> Quarter of the year, 438 officers were assaulted (424 last ¼) across the country. Unfortunately, statistics specific to the East Area are still not currently available. 152 of that number were assaulted during arrest.

253 of those officers were injured due to slips, trips, falls and RTC's.

283 Near Miss Reports were submitted over the quarter, with a total of SCOPE Reports for the quarter being 1126 compared to 1002 the previous year.

Collectively in the first 6 months of this financial year, a total of 862 officers have been recorded as being assaulted on duty, with a further 524 officers injured at work.

Considering the findings of our recent PPE survey, which highlighted that 50% of respondents **did not record injuries on duty**, this suggests this figure could be much greater. All Reps should continue to encourage members to record **all** incidents on SCOPE via the Accident/Near Miss Report.

57 RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrence Regulations) reportable incidents were recorded which provides an aggregate total of 94 RIDDOR reportable incidents. The cost of these abstractions alone is approaching £500,000.

The SPF East Health & Safety Committee met on 26<sup>th</sup> September, 2017 and the minutes of that meeting are available. Main items were as follows:

- **Glass bottle incident within custody at St. Leonards** – the officer concerned is now back to work full duties. The SPF Health & Safety Investigation remains ongoing. PSoS safety alert disseminated. Work done with NHS to prevent any re-occurrence.
- **Instruction regarding the wearing of PPE in custody** -The subject has been passed to the Custody Project Team for further discussion/decision. The Committee expressed concern regarding the lack of guidance/instruction on this matter. In the absence of any Force instruction, a decision was taken that **all** Reps should encourage members to wear PPE in custody.
- **ACC Higgins decision (against PSoS legal advice) to instruct that officers would 'physically control' all prisoners.** The Committee expressed concern at this decision. This matter has been considered nationally by the SPF and decision taken not to challenge it.
- Issue of **officers travelling to temporary places of duty** in terms of conventional response policing, as well as for events. This practice has steadily increased since the creation of PSoS and is now common practice. To be challenged at all planning meetings regarding transport plans, security threat level, carrying of equipment, including restricted documents (notebooks etc), car insurance, etc.
- Concerns were raised regarding **PPU staff and query if staff in such roles received regular welfare checks.** There is a National process in place and includes an annual welfare check via AXA PPP – this information is available.
- Issue of poor **Airwave reception at St. Johns Hospital, Livingston** – possible solutions are being sought and the situation will be monitored.

Since the last meeting the East Office have initiated two Health & Safety Investigations namely, the fireworks night at Drylaw and the stabbing of an officer at Edinburgh College which are both on-going.

In addition looking to initiate a further investigation regarding ACR and sharing of channels regarding an incident in 'J' Division where officers were exposed when dealing with a violent male. Issue of channel sharing and poor IT within the ACR.

Also the issue of rank ratio reductions for Inspector and Sergeant Ranks within 'J' Division has been raised. There has been some recent communication between SPF full-time officials and the Divisional Command Team regarding this piece of work and discussions remain on-going at this time.



The issue of a lack of refreshment breaks for officers, particularly Response Officers was discussed. It was acknowledged that officers in the East had recently begun to submit a small number of Near Miss Reports in this regard. Unfortunately, the reports did not meet the criteria for a 'near miss' and the Committee was reminded about the SPF Near Miss Guidance Document on the SPF website, which includes specific mention of a lack of meal breaks and when this can constitute a near miss. A general discussion took place and it was acknowledged that a change of culture was required. The Committee agreed to communicate with the members and encourage officers, particularly Sergeants, to plan for refreshment breaks and update the ACR accordingly.

The SPF Health & Safety Subject Committee met on 19<sup>th</sup> October 2017 and the minutes are available. Main items:

- **Armed Policing and the redeployment of equipment from the TAC vest to the utility belt.** This action has now been discharged. A new Risk Assessment has been introduced to ensure all equipment is deployed to meet ergonomic requirements of individual officers and not merely a blanket instruction. Following its introduction no further complaints have been received.
- The Vice Chair is liaising directly with C3 Senior management to address the concerns of the apparent **reluctance of ITFC's to deploy Armed Policing** to incidents of extreme violence.
- The issue of **Temporary places of duty** is a recurring theme of concern, with officers routinely being redeployed to temporary places of duty, as well as covering response gaps. ASGH to make a request for an appropriate Risk Assessment to be introduced by Police Scotland's Safety Team.
- Concerns raised once more regarding the apparent number of Response and Community Officers still awaiting their standard driving course. Additional concerns were raised by Armed Policing who are now driving high powered Police Vehicles without suitable training. The Vice Chair and the ASGH will meet with CS Gillian McDonald to address the issues of driver training.
- Concerns voiced following the recent memo issued by ACC Higgins regarding the **control of custodies**. The Vice Chair agreed to enquire into this matter and present at JNCC if required.
- **SPF PPE Survey** - Over 25% of the submissions to the survey were made from members based within the East Area with 40% of those submissions made from officers aged 25-34. The Survey showed that the primary choice of additional equipment being sought was Taser with 89.6% saying they

would like it to be issued and 95% willing to be trained. Almost 78% of respondents stated that they were willing to be trained in the use of Firearms, 63.8% of Federated Officers wished to be routinely armed. The majority of members wanted the current body armour protection: weight ratio to remain.

National Police Chiefs Council for Health & Safety and Welfare met on 26<sup>th</sup> October 2017. Key points:

- **Anticoagulants and fitness for Policing** - A recent case was presented concerning a Prison Officer who was deemed unfit to carry out the duties of a Prison Officer as he was prescribed Warfarin for a pre-existing medical condition and who was subsequently medically retired from the Service. Additional medical opinion is to be sought to identify whether reasonable adjustments could mitigate the risk for a Police Officer prescribed the same medication.
- **DVI Vaccines** - A new list of designated vaccinations has been identified and forwarded to all Forces which form part of the National Cadre of DVI. Hep B update, there is still an international shortage and the time scales involved to address this shortage are being stretched with an roll out of new vaccines in Jan 2018.
- **Temporary Traffic Police Signs** - Police Scotland and the SPF lead on this subject. Training and new equipment will be rolled out, which will be adopted by our colleagues in other parts of the UK.

PSoS Health & Safety Board Meeting met on 9<sup>th</sup> November 2017. Main items:

- **Noise at work** - this piece of work remains on-going. PSoS Health & Safety Team have recently liaised with the Metropolitan Police regarding events such as Notting Hill Carnival etc. PSoS are apparently close to procurement/purchase and the money is still 'ring-fenced' for it within the budget. Seeking to spend the money and purchase the new kit prior to the end of March 2018.
- **PSoS Health & Safety Inspection Programme** - for all PSoS premises (over 700 - only 28 completed to date). SPF have previously agreed to be involved and carry out joint inspections to prevent duplication and all Safety Representatives will be involved. Brian Jones has written to DCC Livingstone and is writing to all Divisional Commanders to highlight demand on the EAC Representatives and to facilitate release to undertake this piece of work.
- **East** - ACC Mawson highlighted the continued transfer of custodies from East to West, particularly at weekends. It was highlighted that the SPF had

expressed concerns regarding this practice and also the lengthy waiting times/journeys associated with custody processing. Some discussion took place regarding measures to prevent the need to transfer, e.g. doubling/trebling of custodies. Chief Superintendent McEwan stated that the numbers of custodies held for court had steadily reduced nationally, particularly given the new protocols around domestic matters and it was his expectation that with the implementation of the new CJ Bill in late January 2018, along with the associated amended Lord Advocates Guidelines (yet to be published), that will take account of the essence of the new bill, i.e. 'presumption of liberty' that custodies for court would continue to fall further (e.g. means warrants would not be kept for court etc), ultimately removing the need to routinely transfer custodies around the country. The ACC and Chief Superintendent McEwan are keen to carry out 'local roadshows' within each of the Divisions in the East to meet with custody staff and explain the vision for the future. They are keen to have SPF present. To date Chief Superintendent McEwan has conducted one such meeting in P Division and Andy Malcolm was present.

- **Vehicle Equipment** - Corrosives substances kit (for acid attacks) is to be included in the list, similar to the kit provided in all Metropolitan Police vehicles. The kit will comprise of a plastic box containing goggles, gloves, a sheet and 5 litres of water. This piece of kit has been progressed to procurement. New portable signs that meet the required British Standard are in the advanced stages of procurement. It has been acknowledged that there are a significant number of Breath Screening Devices 'missing' across the country and a paper is currently being compiled by MP regarding this issue which is ongoing. Water Safety and the specifics of the life jacket have now been agreed with the self-inflating type having been chosen two jackets will be provided in each vehicle. This is in the advanced stages and it is hoped that they will be in all vehicles by the end of March 2018. A £400,00 budget set aside for vehicle equipment and the ACC has stated that ideally the monies should be spent this financial year. The ACC also stated that there is an acceptance that the money currently set aside will not be sufficient and that another business case will need to be submitted to secure additional funding. ACC Mawson is keen for a communication to be drafted to go on the Force Intranet in order to advise all staff of this piece of work and, of the new kit that is to be provided along with an instruction/plea for officers to look after the kit.
- **Body armour** - the number of body armour units unaccounted for across PSoS is in excess of 4000 units and there is also concern regarding body armour out with warranty although, there is nothing to suggest the armour will fail. Concession from Police Scotland that it is their responsibility to ensure annual inspection of Body Armour and PPE, there had been a misconception that this was the responsibility of the individual officer. The group were suitably advised and enlightened. Finally, a new body armour

is to be acquired which is slightly lighter and slightly more flexible, but there is a trade off in the level of protection provided. Police Scotland Legal who attended this meeting have raised their concerns with regards to any reduction in protection levels.

- **Taser** – The Taser Working Group met on 9<sup>th</sup> October and there will be 525 officers from local policing trained. These specially trained officers will receive 4 days of training, with the manufacturer recommending a minimum of 3 days. The timescales involved for the deployment of Taser X2 has already slipped with a projected date of deployment being the end of June 2018. These specially trained officers will be in addition to Firearms Officers and, they will not require additional authorisations nor, are they required to seek authorisation for deployment. In essence the justification required will be the same as that required to deploy PAVA.

### (c) **CONDUCT**

The Deputy Secretary informed the Committee that she was settling in to her new role which commenced on the 9<sup>th</sup> October and expressed her genuine and heartfelt thanks to all who had the confidence in her at the last EAC meeting, resulting in her election. She went on to say that she would do her utmost to fulfil the confidence they had shown in her and wished to record her thanks to her colleagues for their ongoing support. She offered her sincere thanks also to the Conduct Committee for their support and assistance during her baptism of fire.

She informed the Committee that she had had meetings with the Divisional Superintendents with responsibility for Conduct in 'C', 'E' & 'J' Divisions and that a meeting had been scheduled for 'P' Division on 22<sup>nd</sup> December. The hope is that these meetings will help to build relationships with key people as she sees real benefits in fostering professional and workable relationships that will ultimately help our members.

Work continues with PIRC to try and address some of the issues previously raised but it appears this is going to be a very long and tough road.

Since the last meeting there has unfortunately been 4 resignations in relation to Conduct in the East. There are still a number of both on and off duty misconduct matters and criminal matters outstanding, with several reports sitting with CAAPD for on duty offences or, with the Procurator Fiscal for off duty offences. The figures have remained steady over the last months.

Operational Statements, this is a daily question from officers and the Committee were asked to get the message out to our members that officers should **ALWAYS** seek federation advice/support before providing a response.

She went on to ask the Committee to actively encourage any of their colleagues who are not members of the Voluntary Fund to join now during the amnesty which ends on 31<sup>st</sup> December 2017 (inclusive). Some officers may think they don't need it but if you ask any officer who has utilised the legal services they will tell you otherwise.

#### **(d) EQUALITY**

The Chair informed the Committee that the last East Area Equality Meeting had taken place on Monday 2<sup>nd</sup> October 2017 at Livingston. The minutes of this meeting had been circulated.

Issues covered at the meeting included:

**CRTP** - Proposed reviews based on attendance management have not occurred, this situation will continue to be monitored and reviews will continue to be challenged in accordance with Regulations and PNB guidance. PSoS still has no national, corporate approach to the review/reassessment of CRTP.

**Menopause** - A National Training Seminar is being provided at the Scottish Police College on Wednesday 13<sup>th</sup> December 2017 with training being paid for by the SPF and PSoS will provide accommodation. The training is designed to highlight the considerations around the menopause and, how these maybe mitigated by planning and other adjustments.

**Flex Working** - Impact on Part Time Officers at the time of re-organisation and amendments to shift deployments. Current cases have been resolved however, there appears to be a lack of understanding within the Service around part-time and flex working and, in particular, part-time which, has strict guidance in terms of Regulations, review and hours being worked.

**Half Pay/No Pay** - Ongoing issues with regard to the lack of awareness in relation to mental health related issues and that these injuries tend to take longer to recover from and can leave eternal scarring.

**Reasonable Adjustments** - Increase in referral to FMA and SMP for officers protected by disability, this is often an effort by Divisions to find alternative posts rather than continue adjustments and move the 'management monkey'.

The JCC Equality Group met on 17<sup>th</sup> October 2017, the minutes have been published.

The issue of caring responsibilities and IVF continues to be progressed with the SPF remaining of the belief that Supervisors can provide Special Leave at their discretion within the Regulations and we would continue to urge them to do so.

**(e) OPERATIONAL DUTIES**

The last meeting of the Operational Duties Committee was held on Wednesday 2<sup>nd</sup> August 2017 at Woodside Place. There had been no further meeting.

**(f) DIVISIONAL UPDATES**

**“C” Division”** no emerging issues.

**“E” Division** an update was given by Mark Wilson how had met with the Divisional Commander. Resourcing and rostering were the main topics of discussion. Forthcoming events in particular Hogmanay had been discussed and the Commander provided an update with regard to this.

**“J” Division** an update was provided in relation to ‘J’ Division and ongoing matters included discussions around rank ratio and the consultation on VSA shift patterns which had just been announced.

**“P” Division** an update was given regarding recent meetings held with the Command Team primarily focusing on potential alteration to current treble 2 pattern which will remove opportunity day.

**(g) MAJOR EVENTS**

Planning Meetings had been held in relation to Hogmanay, transport plans arranged and refreshments organised. Ongoing discussion with Events Planning in relation to Winter City, Torch Light Parade and other associated events within Divisions with the primary focus being on welfare and rostering.

**7**     **NEW BUSINESS**

There were no items of new business discussed.

**8**     **COMPETENT BUSINESS**

No competent business.

**9**     **DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 7<sup>th</sup> March 2018.

**10**    **CLOSURE OF MEETING**

The Chair thanked everyone for attending and for their valued input into proceedings wishing everyone a safe onward journey home thereafter formally closing the meeting.

**Grant McDowall**  
**Secretary**

**Andrew Malcolm**  
**Chair**