



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 6th June 2018 within The Houston House Hotel, Uphall, Livingston, EH52 6JS

1 OPENING OF THE MEETING

The Chair welcomed everyone to the second meeting of the East Area Committee in 2018 and thanked everyone for attending. He encouraged all to take an active part in the meeting and said that anyone wishing to speak should indicate through the Chair in the usual manner.

The Chair told the Committee that the SPF had moved to National training and meeting days which were being held at the SPF Training and Meeting Facility venue in Dundee. Dates for the meetings had been circulated and it was noted that it was important to have sufficient representation at these meetings and training days to maintain awareness of issues within territorial areas, identify national solutions and improve knowledge across the country. It was further noted that these meetings were a duty and anyone experiencing difficulty in attending were advised to contact the Chair or Secretary.

The Chair told the Committee that a former officer, Charles Ross Weir had recently passed away. A minute silence was held for the officer.

Standing Orders were in place and the meeting was declared open.

2 ATTENDANCE

Inspector Jim Thomson	C - Forth Valley
Inspector Mark Murphy	C - Forth Valley
Sergeant Mark Westmorland	C - Forth Valley
Sergeant David Reid	C - Forth Valley
Constable Scott Callaghan	C - Forth Valley
Constable John Hay	C - Forth Valley
Constable Paul Redwood	C - Forth Valley
Inspector Allan Symington	E - Edinburgh
Inspector Peter Jones	E - Edinburgh
Inspector Neill Whiteside	E - Edinburgh
Inspector Norman Towler	E - Edinburgh
Sergeant Christopher Richardson	E - Edinburgh
Sergeant Quentin Russell	E - Edinburgh

Sergeant Scott Meechan	E – Edinburgh
Sergeant Mark Wilson	E – Edinburgh
Constable Euan Sinclair	E - Edinburgh
Constable David Davison	E - Edinburgh
Constable Stephen Neilson	E - Edinburgh
Inspector Michelle Ritchie	J - The Lothian's & Scottish Borders
Inspector Andrew Toombs	J - The Lothian's & Scottish Borders
Chief Inspector Liz Macleod	J - The Lothian's & Scottish Borders
Sergeant Richard Banks	J – The Lothian's & Scottish Borders
Sergeant John McEwan	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
Inspector Ian Stephen	P - Fife
Sergeant Wilkie McCloskey	P - Fife
Sergeant Graham Ross	P - Fife
Constable Stevie Herd	P – Fife
Constable Austin Barrett	P – Fife
Andrew Malcolm	Chair
Stephen Clark	Vice-Chair
Grant McDowall	Secretary

3 APOLOGIES

Apologies were received from Heather Macdonald who was attending a Gold Group meeting following a death in custody, Mark Sherman, Colin Nicoll, Richard Wood, John Burgoyne and Stephen Kay.

4 MINUTES OF THE PREVIOUS MEETING

The Minute of the previous meeting held on Wednesday 7th March 2018 had been circulated on 23 April with EAC Circular 9/2018 and were approved.

5 MATTERS ARISING

The Chair said that the following items had been progressed and completed:

- Circulation of guidance re travel and rostering
- Pay 2018 – the thoughts and views of the Committee around the forthcoming pay award were sent to the General Secretary on Friday 9 March 2018
- Bravery Awards – EAC Circular 10/2018 detailed the nomination process for the forthcoming bravery awards and urged everyone to publicise this event and nominate suitable applicants.

(a) JOINT CENTRAL COMMITTEE UPDATE

The Committee was informed that the last Joint Central Committee (JCC) meeting took place on 8/9th May in Dundee and those in attendance from the East were the four full time officials, Wilkie McCloskey and Stevie Herd. Gordon Wasson from BTP was also in attendance. The Minutes will be circulated in due course.

It was reported that Andrea MacDonald, Chair had opened the meeting and noted that there were only two members of the Inspectors' Central Committee present. She reminded everybody that attendance at JCC meetings was a duty and only in rare circumstances was it permissible not to send a reserve member. The following updates were given at the JCC meeting and reported to the Committee:

Legal Advice and Assistance

The Deputy General Secretary reported on case statistics and gave updates on the following matters:

Holiday Pay Claim - an agreement around the formula and settlement of claims was expected in the near future.

Allard - It was hoped that this matter would be resolved in the near future. A meeting with an Actuary was awaited.

Held in Reserve - A panel had been created to review claims and the Deputy General Secretary was a member of the panel.

Two appeals were heard and rejected by the Committee.

PNB

It was reported that there had been no meetings of PNB since the last JCC but a number of meetings of the Technical Working Group had been held in respect of ongoing matters. Two meetings of the Joint Secretaries of the PNB had been held on 22 May and 5 June to discuss the Staff Side's pay claim. Further information was sought on the pay claim however the Committee was advised that as negotiations were still at an early stage, it could be detrimental to divulge the information at this time.

It was noted that an agreement had been reached in respect of overnight allowance with the allowance having three elements (with the exception of probationary training), being away overnight, being restricted when away and where standards of accommodation fall short of requirements.

An agreement had been reached in relation to disruption allowance and would comprise a payment of £19 per day for a fourth or subsequent disruption of a rest day in any 42 day rolling period. This is applicable from 4th June onwards. This allowance is designed

to reduce disruption and have effective planning to negate the need for officers to have rest days moved. The JCC had discussed progress on these matters and acknowledged that together with the 1% pay deal last year, the abolition of the half hour disregard, the inclusion of rest days in qualifying periods of annual leave and the rest day disruption allowance had amounted to a good deal.

Half pay/no pay procedures had been discussed and the Force was to write to officers who may be reduced to half pay and no pay to advise them why as opposed to the blanket day approach currently being adopted.

Pensions

The General Secretary reported on the Police Pension Scheme Advisory Board, the Scottish Police Pension Board, the Police Pension Practitioners Group and the UK Police Pensions Consultation Forum. In summary he said there was no change in the commutation cap for officers 50 years of age and 25 years' service and that a decision was awaited by HM Treasury in relation to the triennial valuation in respect of contribution rates.

It was reported that an important case was being heard by the Pensions Ombudsman relative to an employer's duty to advise members of the scheme.

It was noted that Chief Officers had taken legal advice which showed that 7/60ths ill health enhancements should be considered as applying across the whole length of service and not just the year awarded and this would, if confirmed, make a considerable difference to annual allowance problems.

The Vice Chair reported that he had written to the Minister and all concerned about the poor quality of operational efficiency at the Scottish Police Pension Authority. A response was awaited. He also reported that Derek Hutchison was proving a very able and useful addition to the PSoS Pensions Department and together they had re-written the Annual Benefit Statement letter for this year.

The service level agreement between the SPA and the SPPA was being refined and GDPR would bring some changes to service delivery. Some training on pensions would be provided to FTOBs.

A new SPPA website is being developed, scheduled to be launched in 2019. As a result of this, there appears to be an improving picture in relation to the Scottish Public Pensions Authority.

A meeting of the UK Police Pensions Consultative Forum was held on 16 April 2018 in Stormont, Belfast. Two summaries of significant updates had been circulated and were discussed. Having a general awareness of these judgements is vital in respect of changes in the pensions' landscape. Both Brewster and Walker deal with anomalies and questions

in respect of current pensions which courts have indicated the Home Office should review and resolve.

Scottish Police Authority (SPA)

It was reported that a meeting had been held with Susan Deacon, new Chair of the SPA, who seemed keen to have staff associations' views, and the present state of chief officers and their recruitment. The Chair encouraged all JCC members to attend an SPA meeting where possible. This is completely different to past Chairs and should be commended.

Scottish Police Budget and Financing

It was noted that a number of papers had been presented to the SPA, a 3 year plan, an annual plan and an update on the current proposals. Proposals included reductions to officer numbers, the financial plan identifying a reduction of 100 officers in 2018/19. The Service has not achieved the strategy announced, providing a redirection of resources from back office (corporate) to frontline. The amount of savings predicted against the 100 officers at £2.7m, a net cost of £27k per officer. Removal of recruitment costs, took starting salary and employers cost, removed the pension liabilities, this achieved the equation which was unclear. Proposals around taking capacity, service identified at the end of the 3 year plan, expected a budget deficit of around £37m. This divided by £27k equates to around 1170 officers, matching the Service's optimistic capacity assessment they made in terms of reduction. This has caused difficulty for the SPA and had been spotlighted by the SPA and the media. This has created issues within political and other circles due to the optimistic accounting principles being adopted by the Service.

It was reported that the SPF had recently met with SPA accountants around budgets and achievability of service predictions, this was illuminating for them around the principles of budgeting and cost savings being predicted by the Service. They appreciate the importance of realising the cost of policing as opposed to policing to budget,

The financial plan and strategy is not encouraging and the budget deficit remains an issue. Principle of less officers and increased police staff, keen to adopt public sector pay policy - £36k - 3%, £36-80k - 2% and £80k above - not more than 1%. As previously highlighted, public sector pay policy does not apply to police officers. The potential application of this across the service would be a blended pay award of 2.3% for officers and 2.8% for police staff. This is a financial strategy based on accounting and economics rather than delivery of a service or reference to practitioners.

Long term - 10 year strategy predicts 28 million deficit in 10 years, remain running to stay still in terms of budget and does not take account of other external factors or cost changes. It was notable that verbal updates contradict written proposals, and it appears that SPA are passing budgets and assumptions without correlation between verbal updates and written reports. The ability to achieve results bear no resemblance to reality which is not being challenged by the SPA responsible for undertaking this.

Updates were also given on telematics and cyber-kiosks, ICT infrastructure, leadership and the new Sub-Committee which has been established to rationalise SOPs.

2026

Update was given on the Carleton University research project noting that the advisory group have decided that the data would not be shared until confidence in it had been reached. Over 5000 responses had been received with 12000 comments and 4000 suggestions included. It was noted that the Service had volunteered to provide additional resources to analyse the data and it was hoped that it would be completed by Summer 2018. The winners of the Kindles would be announced in the near future.

A full update was given on telematics, the cost and the background to its purchase. It was noted that SPF had no problems with its use for asset management or for accident investigation but had serious concerns about its use for surveillance in criminal or conduct cases. A Memorandum of Understanding was being considered to ensure that telematics would not be used in surveillance, criminal or conduct cases.

b) FINANCE

The General Secretary circulated the Grant Accounts, Members Benefit Trust Accounts and the Voluntary Fund accounts and updates were provided. The JCC thereafter approved all Accounts.

The JCC approved plans for the 100th Anniversary celebrations. The theme will be "The Cost of Policing". The Committee was reminded that Conference will take place from 25-28th March 2019 at Turnberry and that it was a tour of duty and there was an expectation that all would attend.

The Scottish Police Credit Union Charity Golf Event was discussed and it was agreed that the SPF would not enter a team, instead would give a donation directly to the PTC.

The General Secretary explained that the money SPF received from Government was named Grant in Aid. This was an old arrangement which covered most of the elements of the remuneration to the national office bearers and meeting general operating costs. In a single force arrangement it had become an administrative burden and it had been agreed with the Scottish Government that the process should be simplified. As a consequence it would be necessary for the underpinning of the national office bearer's remuneration to move from the Grant in Aid to the Voluntary Fund – this would not entail any additional expenditure from the Voluntary Fund or indeed anywhere else. Standing Orders were temporarily suspended, the four national office bearers left the room and Andy Malcolm presented the following motion to the JCC

"that this Joint Central Committee maintain the previous remuneration arrangements in respect of the Executive Office Bearers from the Grant in Aid Account to be transferred to the Voluntary Fund."

After discussion, the Motion was carried.

c) OPERATIONAL DUTIES

The Deputy General Secretary circulated a revised draft of the Workforce Agreement which was discussed and approved by the Committee. Members considered it a significant improvement.

Taser was discussed and the Vice Chair explained that there were issues relative to training standards and whether it should be considered as part of normal PPE.

The Vice Chair advised that the Police as Victims of Crime Motion, remitted by Fiona Morris of the WAS, would be being raised at the Wellbeing Group.

Proposed changes relative to promotion were discussed and the Vice Chair said that whilst SPF was not permitted to involve itself in the promotion of individuals and the Chief Constable retained the right to promote whoever they liked, there were many important issues of policy and practice that required SPF involvement. Some of these included the diploma, promotion panel scores and success rates. His general view was that the problem was not with the promotion process rather the deployment of those who had passed and lack of proper forecasting.

Motions were presented at JCC relative to election of office bearers and were carried.

d) HEALTH & SAFETY

A paper (below) was circulated prior to the meeting and was noted:

ESMCP Airwave Radio Replacement Group:

This group last met on 16th February 2018. Main points of note:

- The airwave radio Motorola MTH800 warranty will end on 31/12/18. Police Scotland have now purchased 8000 MTP 6650 which are the new generation of radios.
- On the return of the 8000 MTH 800 radios Police Scotland will retain these sets to enable repair and maintain a quantity of spare parts.
- The new Motorola radio is not the cheapest but was chosen for its functionality being almost exactly the same as the previous model so it is hoped will cause as little disruption as possible on roll out.
- A training package will be provided to assist with familiarisation.
- The new battery life of the new radio will exceed 16 hours and the new battery cannot be overloaded so not reducing battery life.
- The cost of deployment is £4.8 million. The divisions identified for roll out are G, Q, C and D; and
- Airwave radio replacements - number of issues raised (including 'C' Division) regarding comfort and volume control on ear piece. Feedback has been mixed from officers, some officers think it's too loud (predominantly 'D' Division) and some too quiet (predominantly by 'C' Division) with little feedback from 'G' Division after code plug was changed to maximise the volume on the device. Some officers have reported discomfort with the ear

piece - ear moulds are available that can be attached to the acoustic tube so it becomes less invasive in the ear canal. There are different sizes available and officers are encouraged to try this initially to see if that makes a difference. The team are exploring if they can source different size acoustic buds. The team also have an alternative ear piece - referred to as a 'D Ring type' that can be issued should officers have issues with the acoustic tube in general - this is currently the same procedure with the existing MTH800 device. There is a question mark over the 'D ring type' from a H&S point of view in terms of James Bertram's review on noise control - further work to be done on this - officers are encouraged officers to persevere with the acoustic ear piece if possible - there should be no requirement for officers to purchase their own equipment. Guidance is available re how to contact the Airwave teams so that officers can contact them if they are having any issues and receive the support that is available.

ESMCP project moving slowly the costs are escalating with a figure of £80 now being quoted with individual handsets being £1200 and like mobile devices will require constant updates?

Taser Working Group:

The taser working group last met on 9th March 2018. Main points of note:

- Discussion again surrounded the classification of TASER as a work related item and not PPE. This follows the licence obtained by the home office for Taser deployment.
- The number of applicants for STO's training has risen to 657.
- There are still vacancies in both C and N divisions.
- The training of STO's began on 12.03.18.

The SPF have been invited to attend and observe a STO's course to enable greater understanding of the management and deployment of Taser.

Uniform/PPE:

The uniform and PPE group met on 13th March 2018. Main points of note:

- **Spotter Jackets** - will be purchased for tactical deployment at football matches. The jackets are hi viz with a Blue Yoke which is the agreed norm in Europe;
- **Uniform Trousers** - a further trial of poly cotton trouser with cargo pockets. The trouser forms part of the 'Yorkshire' procurement agreement;
- **Dog HANDLERS** - to be issued with more than one pair of operational boots in case the initial pair are soaked with no alternative in place;
- **Licensed Search Officers** - additional fleece type jacket has been authorised;
- **Embroidered Shirts** - following concerns raised by the SPF re the removal of embroidery on under layer garments "Police Scotland" - this is to be re-introduced on the approval of ACC Higgins, at a cost of £30K; and
- **Snow Gates- Extreme Winter clothing** - has been agreed that personal issue extreme weather clothing will be issued to officers who have snow gate duties in their locality.

SPF East Health & Safety Committee:

Last met on 20th March 2018 - the minutes are available. Main items:

Accident Investigations

- Incident at Telford College, Edinburgh in November '17 – SPF H&S investigation complete – report pending;
- Incident within 'J' Division in December 2017 re merging/doubling of radio channels at the ACR – resulted in a near miss - SPF H&S investigation complete - meeting has taken place with C3 Divisional Commander Ch.Supt. Newbigging + agreement that C3 will conduct a risk assessment and associated safe systems of work for this specific work practice. Also acknowledgement that risk assessments are required across C3, as per memo from ACC Mawson, and a commitment to carry out this piece of work; and
- Drugs cultivation in Edinburgh and recovery of productions from a crawl space under the floor – SPF H&S investigation ongoing.

Training

The meeting also coincided with the 1-day accredited H&S training course for SPF Safety Reps, which was provided by the SPF via a private company called RRC. The training included legislation and information to assist Reps carry out their role. It is worthy of note that the committee meeting took place immediately following the training course, i.e. 5pm, so thanks to all the Reps who stayed and worked on into the evening! Certificates for those reps who completed the course are available and will be handed out today.

For clarity the Safety Reps for the East area are: -

- C Division – Hugh Loudon and Mark Westmorland;
- E Division – Ricky Wood and Stephen Neilson;
- J Division – Andy Toombs and John Brownlee; and
- P Division – Stephen Kay and Wilkie McCloskey.

PAVA

Following the committee raising the issue of expiring PAVA canisters across the Force – 7000 – it transpired that PSoS's PAVA contract with the supplier had terminated and the canisters were due to expire in June 2018. As a result of the SPF highlighting this matter it revealed significant failings within the Force / Procurement which meant that nothing was in place in terms of replacing the expired canisters. This issue was escalated within PSoS and urgent measures have since been taken (at the 11th hour) to secure 12,000 canisters – the canisters have since been delivered and are in the process of being distributed across the Force.

OBL's

Some concerns expressed regarding how OBL's were being managed and monitored across the East area. The committee to officially request information from all divisions in the East re OBL's and action taken when resourcing levels are below the required numbers – this action is ongoing.

Accurate Recording of Police Assaults

SCoPE accident/near miss reporting is the organisations recognised method of gathering data to identifying patterns/trends.

It is recognised that the reporting of police assaults on SCoPE does not in any way reflect the data that is recorded on the various crime recording systems (9) across the country. Work was undertaken by the SPF in relation to obtaining data from the various crime recording systems across the country and this identified that the number of officers assaulted and recorded on Scope was merely 900, whilst there was nearly 6000 cases of police assault recorded on the various crime recording systems.

In an effort to address the disparity between SCoPE and the crime recording systems, 'C' Division has started creating tasks on Crimefiles that include a charge of police assault (or similar, e.g. attempt murder) – the task instructs the RO to submit an accident or near miss report on SCoPE, and the task can only be completed with the relevant SCoPE ref. no.

The committee felt that this was best practice and the SPF highlighted this at the PSoS H&S Board meeting on 10th April 2018, which resulted in the creation of a SLWG.

The SLW group has since met and agreed the following recommendations that are to be presented at the next H&S Board for approval:

1. Memo to be disseminated across the Force to all staff, highlighting that **ALL** police assaults (attempt murder etc) **MUST** result in the submission of a SCoPE accident report or a near miss report, dependant on whether contact was made (contact = accident report) – (no contact - = near miss report);
2. Memo for the attention of all divisional Crime Managers highlighting the need to record all police assaults etc on SCoPE, and to direct them that the use of 'tasking' is best practice, and where the tasking facility does not exist to make best use of the system, e.g. legacy Strathclyde 'Updates' section etc.; and
3. Liaison with OST management in relation to the annual OST training course, with a view to including the need to accurately record police assaults, etc on SCoPE within the training course – for OST Instructors to highlight to officers.

SPF East Area H&S meeting is scheduled for 26th June 2018 at the SPF East Office, Livingston.

National Vehicle Users Group:

The national vehicle users group met on 21st March 2018. Items of note were:

- a) Vehicle procurement budget has been cut for years 18/19 with the budget now at £4.9m (£1.9 cut), which equates to the purchase of between 260-280 vehicles;
- b) The agreed replacement for vehicle remains as 150,000 miles and/or 5 years old;
- c) Fleet currently maintains 3500 vehicles, with an annual fuel bill of £11 million;
- d) The vehicles in Police Scotland's fleet covers almost 70 million miles per year on a road infra-structure of nearly 36000 miles;
- e) £1 million spent on vehicle hire;
- f) A new weekly vehicle check system will be introduced by fleet to enable accurate recording of weekly vehicle checks - this is still not happening around the country; and
- g) The current fleet procurement process is up for renewal in November 2018, which may identify differing models from the ones currently purchased – potential to move to all vans.

The overloading issue was raised with Safety Alerts being highlighted to the workforce. Thus far only 8 vehicles have been weighed across the Force. 4 vehicles have been identified as being

unable to carry the national vehicle equipment list and a compliment of 4 adults - further tests will be carried out on the remainder of the fleet.

The SPF has secured a position on the National Police Chief Councils strategic procurement group where it is hoped suitable guidance will be given to prevent inappropriate vehicles being purchased for Police use.

National Tactical Training Work Equipment Group (TTWEG):

The group met on 28th March 2018 in Preston where the main points discussed were as follows.

- a) D1 Authorisations DVLA had been contacted to enquire whether the Police could receive a dispensation for D1 Category. This request was refused with DVLA highlighting the legislation changed 21 years previously.
- b) An extensive update was provide by the National CBRN unit. Who highlighted the significant increase in the threat from a CBRN attack? Last year saw some 790 enquiries with the National CBRN unit.
- c) Currently there are 3600 trained CBRN officers with roughly 300-350 in each region of the country (PSU Regions). The Salisbury attack has highlighted how quickly Hazmat PPE suits are used with officers requiring between 3-4 suits per day.
- d) A further funding request has been forwarded to the Govt (UK) to provide additional funding to replace the stocks of PPE that have been utilised. This funding has been agreed. (£7.6 Million)
- e) Further Public awareness packages are to be developed akin to the Run Hide Tell only this will be remove, remove, remove.
- f) Cast (Centre of Applied Science and Technology) advised that 25 Forces have Taser X2 deployed
- g) Concerns raised regarding Riot Shields and more importantly the degradation process of the shield.

The Met are gaining valuable experience surrounding the issue of prescribed flags having dealt with a number of demonstrations where flags were flown. They are happy to share their knowledge.

Finally for TTWEG- protestor removal teams are now providing National Guidance on lock on removal at height, confined space extraction and marine environs.

JCC Health & Safety and Wellbeing Subject Committee:

Last met on 17th April - the minutes are available. Main items of note:

Matters Arising

- a) Concerns regarding the apparent reluctance of ITFCs to deploy Armed Policing to incidents of extreme violence - the Vice Chair advised these matters should be highlighted directly to C3 so they can carry out the necessary examination of facts and identify learning and best practice.
- b) Risk Assessments for Temporary places of duty - Jackie Lambert has now submitted a draft Risk Assessment for consultation - the introduction of this risk assessment will address the concerns of the membership and is significant development following the efforts of the Health and Safety Subject committee to utilise health and legislation to resolve this legacy challenge.

- c) Driving authorisations - this is still a significant concerns around the country with in excess of 3000 officers still awaiting their standard response driving course. A further concern is the lack of suitably qualified D1 divers within the Force - this has a significant impact on the Forces ability to respond to manage public order and CBRN incidents.

Area Updates

North

Concerns remain regarding custody division and the lack of risk assessments, the lack of consultation, following the introduction of satellite supervision. The potential closure of Arbroath custody centre. Vehicle overloads and the lack of locus protection equipment and training.

East

Concerns regarding the lack of resources across the area. 'E' division facing significant challenges to meet identifiable OBL's. The lack of suitably qualified drivers - 'E' division has a significant shortage of suitably trained drivers. Concerns re the transportation of firearms within 'J' Division and a lack of suitably qualified officers to make these weapons safe. Concerns regarding failing body armour within 'J' Division, this was discussed within Committee. The accurate recording of police assaults - 'C' division pilot programme to be viewed as potential best practice.

West

Concerns remain regarding the lack of suitably trained response drivers; the state of the fleet. The lack of suitable refreshment facilities for planned events. First aid the suitability of the training provided to manage catastrophic blood loss and concussion type injuries. The lack of support from the Scottish Ambulance Service with a greater number of instances of officers conveying injured parties to hospital as no ambulance available. Concerns regarding custody division regarding backfill and satellite supervision.

Custody Division

A number of concerns now surround custody division- No risk assessments in place. Remote supervision being introduced without any consultation and back fill of resources.

Well Being

The greatest area of concern was the lack of recording of working time, especially for FLM's who are required to prepare daily briefing packages and also carry out debriefs both prior to and at the end of shifts?

NPCC Health Safety and Welfare Strategic Group:

The NPCC Group last met on 26th April 2018 in London. Extensive agenda - main points were:

- **Diabetes/Blue Light Drivers** - DVLA has now issued additional guidance regarding insulin dependent diabetics. Initially they had stated that insulin diabetics were unable to perform emergency response driving however, they have now regressed from this position and have left it to the responsibility of individual Chief Officers to risk assess. NPCC Chair Tim Jacques has now written to all Chief Officers highlighting this new position
- **Occupational Health Standards** - The College of Policing are trying to identify a briefing document to highlight the minimum fitness standards required for applicants applying for

the Police Service. These draft documents are now complete. James Bertram has attended at the college of Policing for an overview and update?

- **Anticoagulants & Fitness for Policing** – the duty is on both employer and officer to manage this situation with appropriate control measures. Historically, an officer was medically retired as a result of the medication they were prescribed. The officer then joined the prison service. A briefing paper was then presented by Matt Johnston for the college of Policing on this subject. The Position of the Police Medical Appeal Board is where an officer is prescribed Warfarin there is an absolute risk of intracranial Haemorrhage (ICH), and ICH can follow a minor head injury regardless of International Normalised Ratio (INR). On that basis, the board took the position that a police officer taking warfarin anticoagulation is not fit to perform the normal duties of a police officer due to the risk of incurring an ICH during arrest and restraint;
- **DVI Vaccinations** - Police Scotland are not recognised on the National Cadre for deployment however, if officer's volunteer then the necessary vaccinations would be required. The position of Hep B is more flexible than the current there is still a worldwide shortage. There is still sufficient vaccines available to address reactively, but, insufficient vaccines to introduce a proactive screening programme;
- **Temporary Signage** - SPF Lead on this with PSoS. The new signage is at the 2nd prototype stage. England & Wales and PSNI will adopt a sign when produced. They will also accept our training package when rolled out. Still awaiting the roll out of training? Despite the Force PSOS how fully exposed they are in breach of health and safety legislation;
- **Vehicle Maintenance/Equipment Checks** - This has now reached a national stage due to SPF raising awareness. The situation across the country is disparate to say the least. PFEW now trying to address this issue as well. This is still work in progress around the country despite HSE Guidance to employers?
- **Officer Safety Training** - PFEW are looking at mandatory annual training akin to Scotland to ensure a uniformed approach across the board;
- **ASPHA Update** – There are new briefing documents on a number of work related hazardous issues such as Working at Height, Infectious Diseases, Water Safety, Asbestos, DSE, Fire Safety, Risk Assessment (legal requirement of same) and, Manual Handling; and
- **Any Other Business** - SPF highlighted concerns regarding the load bearing abilities of general purpose police vehicles following recent weight tests. This found all front line Police Vehicles could be easily overloaded, despite reassurance of fleet. Discussion then centred on whether the Home Office's approved list of vehicles, covered weight testing. SPF highlighted that, as a result of their findings, the operational deployment of these vehicles will be reassessed as a matter of urgency by PSoS with new Risk Assessments and Safety Alerts to be issued. The Weight Test identified that Vauxhall Astra (we will not discuss the Corsa) Ford Focus and Peugeot have limited load bearing ability, between 500-530kgs for all three vehicles. Further tests have identified the BMW 3 series not have the load capacity - North Wales apparently raised this issue 2 years previously, where the manufacturer highlighted the suspension could not be upgraded? It was agreed the Group should have far greater scrutiny of fleet and the procurement practices. PFEW advised following the information from SPF, that all vehicles south of the border will be reassessed as a matter of urgency. The update to this position is that Brian Jones (SPF) now sits on the

NPCC Strategic procurement group and will now present the concerns of NPCC Health Safety and Welfare group. James Bertram highlighted that SPF and PSOs were creating a general risk assessment for a police vehicle in general terms - MPS highlighted they had a role specific assessment for all their fleet - when asked if this had been shared- not yet? First Aid – SPF enquired with the group whether all Forces in the UK were still training in full First Aid - the unanimous position was that they were - a minimum of 4 hours practical training each year with a knowledge check – see update at PSoS Clinical Governance group being set up to address this issue.

PSoS Clinical Governance Group:

The first meeting of this multi-agency (including NHS and Scottish Ambulance Service) group took place on 15th May 2018. Main points of note:

SPELS

The current 'blended learning package' comprises several e-learning modules on Moodle, along with a brief practical element on the annual OST course, which covers CPR and the recovery position. The SPF highlighted that SPELS was not fit for purpose and did not provide front line officers with the necessary skills to preserve life as highlighted in the functions of police constable - the group agreed that an urgent full review of SPELS was required and Ch.Supt Nicola Burns (TLD) was tasked with this action. It was highlighted that police officers are not medics, although it was agreed that our function is to preserve life and our training should reflect that duty. It was agreed that once complete the results of the review and any proposals for future SPELS training would be presented to this group for consideration, scrutiny and approval.

First Aid at Work (FAW)

This is a practical 3-day training course, valid for 3yrs, with a 2-day practical refresher course required in order to maintain you 'ticket'. It is delivered to all custody cops + PCSO's, along with other staff in terms of providing the Force with a sufficiency of first aiders in terms of HSE guidance re number of first aiders v- number of staff in any one building. Discussion that the Health & Safety (First Aid) Regs 1981 apply in this regard and that all employers (including PSoS) have legal duties in this regard - The Health and Safety (First-Aid) Regulations 1981 "**require employers to provide adequate and appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or taken ill at work.**" These Regulations apply to all workplaces including those with less than five employees and to the self-employed. What is 'adequate and appropriate' will depend on the circumstances in the workplace. This includes whether trained first-aiders are needed, what should be included in a first-aid box and if a first-aid room is required. Employers should carry out an assessment of first-aid needs to determine what to provide. The group queried if PSoS has a sufficiency of first aiders across the Force and if they are based in the right areas? – no-one in the group was able to answer this query, albeit James Bertram stated that an assessment of this provision had been done a couple of years ago and all was ok at that time – Action created for James Bertram and Ch.Supt. Burns to id how first aiders there are currently in the Force and that this issue required regular monitoring/review. It was acknowledged that this may identify a training need – Ch.Supt. Burns confirmed that the Force currently has 8/9 first aid instructors nationally – she was confident that this was sufficient to meet the Force's needs.

First aid Reporting Forms

The group discussed the need to record all acts of first aid in assisting the public/police officer/staff in order to protect the organisation. It is felt that the Force is currently capturing this information,

but that it was not recorded on one system, i.e. STORM, Crimefile etc - Action for James Bertram + Ch/Supt Burns to identifying methods of capturing this information.

D13 Firearms

Discussed the standard and enhanced levels – at present the Chief Firearms Officer (who has no medical training/qualification) decides how to practically deliver the outcomes for both training levels! - it was highlighted that this was not appropriate - Action created for Supt. Andy Hall to urgently liaise with NHS/Ambulance service and the College of Policing.

Public Order Medics

Recognition that this training also has links to the College of Policing and requirement to consult with them. Action created for Supt. Stuart McGregor to find out what is currently delivered in the training package and for presentation at this group at the next meeting for consideration/scrutiny/approval.

Naloxone

James Bertram highlighted concerns that SPA staff had been given authority to purchase this prescription medication and they have it available within police buildings - Optima representative stated her concerns regarding this – the Chair (ACC Telfer) requested more information to be provided off table re this issue

Israeli bandage

Following the serious injury to the officer in Edinburgh ACC Kate Thomson had approved the purchase and distribution of this piece of kit - to be further discussed in terms of the wider provision of first aid kit – to be continued

AED Defibs

The group queried the governance re this piece of equipment - it was highlighted by SAS rep that it would appear that DCC Fitzpatrick has previously agreed that **all vehicles** in Police Scotland will be equipped with Defibs in consultation with the Scottish Govt – position to be clarified and reported at next meeting – no consultation with the SPF.

DONM - To be arranged for 2 months hence – tbc.

Body Armour Monitoring Group:

Last met on 23rd May 2018 - emerging issue regarding vests that are failing in terms of covers splitting and interior exposed and degrading - 55 nationally to date - 37 are from the West and 18 from the East (17 in 'J' Division) – none from the North - all the effected vests so far are manufactured by HAWK. The Force estimates that due to the number of Hawk vests in circulation and the age of them that this issue could affect up to 1000 officers. The Force have since published a memo (Force Memo 79/2018) instructing all officers to check their vests and report any damage – damage will result in the vests being withdrawn and replacements provided (new / repaired) – stocks are very low across the country and the lead time for new / repaired vests is 4-6 weeks – potential issue in terms of officers becoming non-operational – for monitoring.

New body armour – the position re this had stalled due to concerns highlighted by the SPF in terms of the reduction in protection levels from KR2 to KR1 – the SPF had highlighted the results of the PPE survey in this regard - SPF are no longer 'objecting' to the new armour and recognise the benefits new vest in relation to the reduction in weight and potential to reduce musco-skeletal injury/damage to officers. Chair of the group is to report back to the Force Executive and clarify the SPF position and to recommend progressing with the procurement of the new armour (2017

designed body armour, which is 30% lighter than the current body armour in circulation in Scotland - the new armour is of KR1 and SP1 standard and it is hoped that it will provide significant ergonomic benefits to officers).

There are an anticipated 2000 units of body armour whose manufacturer's warranty expires at the end of 2019 and will require replacement. In the interim, samples of body armour will be sent to be stress tested to ensure they are still fit for purpose.

The Joint UK Executive Health and Safety Group:

This Group last met on 25th May 2018. Main items of note:

- a) **Safety Inspections and Risk Assessments** - Nationally these are area of concerns for all staff associations.
- b) **Working time Regulations** - Concerns raised regarding the inaccuracies associated with recording working time- with associations experiencing varying infringements.
- c) **Safety Rep Training**- Some associations have no formal training- Option and assistance afforded.
- d) **Uniform/PPE** - Body Armour re excess weight.
- e) **Fatigue and Stress** - Both these issues are now on the HSE radar and require further attention.
- f) **Custody** - Lack of risk assessments across the spectrum of custody / single crewing in PFEW.
- g) **Driver training** - Lack of training in locus protection and standard driving courses.

ASPHA:

The Health and Safety Team and the SPF meet on a regular basis with the last meeting being 30th May 2018.

The Health and Safety team in effort to address the number of slip/trips and falls at work are working on a paper to be presented to the Force to highlight the need for personal issue of appropriate footwear. Also personal issue of hi-viz over trousers.

The Health and Safety team have published a number of Safety Alerts covering a number of issues.

- Cannabis Cultivations
- Concealed Weapons
- Fire starter Laces
- High Visibility clothing
- Lanyard Keys
- Fentanyl Alert update

They have completed the task of introducing a Risk Assessment for temporary places of work and this is currently out for consultation. They are still progressing a Risk Assessment for Police Vehicles and addressing the fact that officers are not being suitably refreshed at major events and during rostered shifts as per Working Time Regulations - all work in progress.

PSoS SCoPE Statistics:

The quarterly figures pertaining to the number of officers injured /assaulted during Q3 of the year are as follows:

	<u>2016/17</u>	<u>2017/18</u>	
Injured due to Assault	204	456	Increase 123%
Slip, trips and falls	58	91	Increase 57%
RTC Injuries	19	38	Increase 100%

It is likely that there will be a further increase in SCoPE statistics in the coming months if the PSoS H&S Board approve the measures referred to above in terms of more accurate reporting of police assaults.

PSoS Health and Safety Board:

The Board met on 1st June 2018. Main items of note:

Noise at Work

Update provided regarding the issues highlighted re the failure of compliance under Noise at Work regulations. The working group that was set-up, has since had its first meeting and are currently working on baseline hearing tests and liaising with manufacturers to assess what equipment is available. HSE had offered assistance of the HSL (health and safety laboratory) but this offer has unfortunately since been rescinded.

Fire Safety

3728 actions outstanding – down from 4411 since April 2018 – 112 classified as high risk – 0 very high risk (top category). High risk actions being prioritised and budgeted for.

Formal Station Inspections

Significant resource has been deployed by the Health and Safety in conjunction with the Scottish Police Federation and Unison/Unite.

North 32/38; East 82/94; West 55/57

This provides that 169 inspection have been carried out of the 189 almost 90% of the properties identified for inspection this financial year. The remaining estate will be examined in the next 12 months.

RIDDOR Stats

Increase of 6% on last year to 178 - the cost of these abstractions for 1st April 2017 to 31st March '18 was £1,365,412 and represents 7628 days lost due to injuries sustained whilst at work.

The Dynamic Risk Assessment Trial in 'G' division has been well received and it is anticipated that this briefing package will be delivered around the country by Safety Advisors.

Locus Protection Training

The training package is at the advanced stages of development with a view to providing police officers with the necessary and suitable training to safely manage incidents on the roads network. – scheduled to go-live on Moodle on 4th June 2018.

Vehicle Equipment

- **Corrosive Substances kit** (for Acid attacks) has now been purchased and will be supplied to vehicles in the near future;
- **Portable Signs** – new signs that meet the required BS 8442 British Standard are still undergoing trial; and
- **Breath Screening Devices** - additional funding has been identified to purchase digital enabled devices.

Risk Assessments

Force memo 75/2018 published by ACC Mawson and dated 15th May 2018 re task/role risk assessments. Acknowledgement and instruction that in terms of the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999 that the risk assessment process is a legal requirement within any organisation that has 5 or more employees.

If the risk assessment identifies an unacceptable level of risk then control measures must be put in place to reduce the risk to an acceptable level. Risk assessments should identify potential hazards to officers and staff and others who may be affected by Police Scotland's undertaking such as contractors, third party organisations and members of the public.

There are generic risk assessments published on the Police Scotland Intranet but in many instances these are being used rather than task/role specific risk assessments. Generic risk assessments can be used as a template for areas to use and inform the task/role specific risk assessment.

Following the completion of a risk assessment those involved with the activity should be informed of identified hazards and control measures. Risk assessments should also be reviewed on a regular basis or if there is a significant change to the task/role.

These changes **may** include, however are not limited to:

- Change of legislation;
- Change of officer / staff number of staff;
- Change in SOP / Procedure;
- Change in equipment such as vehicle kit; and
- Change in working conditions i.e. location / shift pattern

Conclusion:

There are a number of areas where the Force remains under scrutiny due to an apparent lack of due diligence, the completion of necessary Risk Assessments and the introduction of Safe Systems of work.

The issue surrounding the lack of health and safety training and awareness for the Force Executive is a matter which will remain in focus until they have received all of the necessary training. The SPF have invited the Executive to attend H&S training provided by the private training company RRC at the end of June 2018, free of charge.

The Chair put on record her thanks to AGSH, Brian Jones for the sterling work he had been doing recently. She said Brian had recently been invited onto a Home Office Vehicle Procurement Group and to a EuroCOP Safety Week Event, both unique in the experience of the SPF. Brian had circulated his usual comprehensive report to the JCC and highlighted issues including damage to hearing, first aid training, vehicle procurement and PAVA.

e) CONDUCT

The AGSC reported that she had a productive meeting with the Head of Investigations of the PIRC and urged members to report any issues or concerns regarding PIRC to her. She also reported on resilience, training and meeting plans.

The Deputy General Secretary said he had sought Counsel's opinion on the question of intelligence led drug testing.

f) EQUALITY

Papers were circulated in advance of the meeting and were noted. The Committee were updated on ongoing work particularly within armed policing and Transfers Committee, increased use of grievances and Police Scotland's move to a new grievance procedure.

g) DIVISIONAL UPDATES

"C" Division"

David Reid reported that Federation Representatives from C Division had met Chief Superintendent Thom McLaughlin and amongst the matters discussed was the ongoing success of the newly set-up public service team, the reduction in sergeants' posts, airwaves, and the court standby issue. Overall it had been a positive meeting and future meeting dates had been scheduled.

"E" Division

Peter Jones reported that Federation Representatives from E Division had met Divisional Commander Temporary Chief Superintendent Richard Thomas on 4th and 5th June at St Leonards Police Station. Amongst the matters discussed were the provision of Blackberry's to Deputy Local Area Commanders, vehicle equipment, court officers, hospital officers, resources and leave. As a result, T/CS Thomas had agreed in principle to supply those Deputy Local Area Commanders who wished to have a Blackberry and agreed to speak with the DCU regarding vehicle equipment.

Also discussed was the formation of a dedicated complaints handling unit within the division similar to those within other territorial divisions throughout the East. T/CS Thomas acknowledged he was in favour of a unit and confirmed that there was an ongoing scoping exercise to identify where the unit's staff (Sergeants) could be best redeployed from.

Regarding resources, T/CS Thomas explained that the division remained 33 under due to more officers retiring, moving to departments etc which was more than could be recruited currently. He also explained that the supplementing of the Quality Assurance Unit by the use of the frontline officers was a short term requirement to alleviate the backlog in crime reports currently sitting around 1200.

Regarding court officers, T/CS Thomas agreed to approach 'J' Division relative to the supplying of officers to the three Edinburgh courts in addition to that which are supplied by 'E' Division however, he thought that the distances involved may prove prohibitive.

Annual leave at Christmas 2018 was also discussed. Requests for this period had been encouraged by RDU in April but there had been no progress since. T/CS Thomas agreed to raise this with the RDU.

T/CS Thomas raised the issue of the recent deployment of STOs with the Division and was keen to receive feedback on this matter in future.

The Committee fully discussed acting and temporary ranks and the many problems associated with them.

"J" Division

There was no update.

"P" Division

Graham Ross reported that Federation Representatives met with Superintendent Derek McEwen on 16th May. Items discussed included Red Days, seconded constables arriving late for muster, cross channel of radios, Local days of action and how they are used, and the SPF Bravery Awards. Overall it was a useful meeting.

Stephen Clark gave an update on a meeting he had attended relative to the doubling/merging of channels with the AGSH, Chief Superintendent Roddy Newbigging, Superintendent David Baird and Temporary Chief Inspector Gordon McManus. Work is being carried out on a Risk Assessment. 7000 PAVA contracts expired in June this year. The Committee discussed this and it was noted that 12000 canisters had been procured.

h) MAJOR EVENTS

A number of events will be held in the near future and plans are in place.

6 NEW BUSINESS

There was no new business.

7 AWARENESS & BRIEFING – PI NEILL WHITESIDE

Inspector Neill Whiteside gave a presentation to the Committee and answered questions from the floor.

8 COMPETENT BUSINESS

There were no items of competent business.

9 DATE OF NEXT MEETING

The next meeting will be held on Wednesday 29th August 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.

He gave particular thanks to Mark Westmorland who was due to retire from the Service in August and wished him well for the future. He also gave thanks to Brian Henderson and wished him well for the future.

The Chair told the Committee that the elections were likely to be brought forward due to the SPF Conference. Nominations will be sought in December and the elections will take place in January 2019 in order that new representatives are in place in February prior to the Conference being held in March.

Grant McDowall
Secretary

Andrew Malcolm
Chair