



SCOTTISH POLICE FEDERATION West Area Committee

Ref: GM/PC/LW

Minutes of the Third Quarterly Meeting of the West Area Committee held in the Glynhill Hotel on 6 September 2018 at 10 am

1. ATTENDANCE AND OPENING

West Area Committee (WAC) Office Bearers & Staff

Paul Connelly – WAC Chair
Gary Mitchell – WAC Secretary
Fiona Morris – WAC Deputy Secretary – Equality
Lorna Hogarth – WAC Deputy Secretary – Conduct
Jenny Shanks – WAC Vice Chair
Philip Maguire – SPF Staff
Lynne Welsh – SPF Staff

West Area Committee

Attendance

Jenny Macfarlane
Chris Thomson
Ian Florence
Linda Mathers
Cath McNally
Michael McCaughey
Alan Thomson
Marketa Hola
Alistair Mackinnon
David Osterberg
Joe Thomson
Eddie Mather
Kenny Kean

David Wilson
Paul McWhinnie
Adam Peppard
Alan Bowater
Gordon Cumming
John Munn
John Mullen
Campbell Smith
Damian Kane
Billy Atkinson
Stuart Corbett
Lee Hamilton
Craig Fraser
Stewart Gailey
Stuart Johnston
Mark Dines
David Somerville
Stuart Finnie
Lynne Gray
Emma-Louise Smith

Apologies

Pamela Macfarlane
Tommy O'Pray
Gary Phillips
Andy Smith
Stevie Innes
Hugh Burns
William Worn
Kenny Stevenson
David Dougan

Observers

Gary Diver – K Div

Guests

David Kennedy
David Hamilton
Grant McDowall
Stephen Gray

OPENING OF MEETING

The Chair opened the meeting and welcomed the members.

The Chair gave a special welcome to the following new representatives, all from 'K' Division. He invited the new representatives to take an active part in the meeting.

Constable Craig Fraser
Constable Stephen Gray
Inspector David Wilson
Inspector Damian Kane

The Chair also welcomed Sergeant Gary Diver who was attending the meeting as an observer and guests, David Kennedy (SPF Deputy General Secretary), David Hamilton (SPF Vice Chair) and Grant McDowall (Secretary EAC).

Members were reminded that attendance at the WAC Meetings is duty time and anyone having any issues should advise the WAC Chair of Secretary.

Members were advised that a number of the updates given throughout the meeting are based on notes taken at various meetings by Office Bearers and as such, the proper record of those meetings are the minutes which have to be approved by the various committees etc. prior to further circulation.

Inspector Alan Bowater was attending his last meeting of the WAC and the Chair wished him all the best in his retirement.

The WAC Secretary highlighted the requirement for any WAC Reps who have still to obtain their password for new email to make contact with Merrylee House for details. The old Pulsant email account is now closed.

The WAC Secretary highlighted the new process for Motions whereby all motions will be dealt with nationally through the appropriate committee.

2. ADOPTION OF STANDING ORDERS

As per the SPF Rules, the Standing Orders took effect as soon as the meeting was opened and would remain in place throughout the meeting, including Separates unless specifically suspended for any reason.

3. ELECTION OF DEPUTY SECRETARY

Rule 6.1 of the Scottish Police Federation rules provides the West Area Committee must elect from amongst its numbers the following Officers.

Secretary
Chairperson
Deputy Secretary x 2
Vice Chairperson

Rule 6.2 of the Scottish Police Federation (Scottish Police Federation) rules provides that a member seeking election as an Officer as mentioned above shall intimate in writing his or her intention to stand for election to the Secretary and shall give not less than 28 days' notice. For the purposes of this Rule 'in writing' shall include by electronic mail.

Rule 6.2.1 of the Scottish Police Federation rules provides a candidate for election must have a nominator and seconder from the members of the Area Committee.

The deadline for the post of WAC Deputy Secretary was 1700 hrs on Thursday 9 August 2018 and as a result, the following nominations were received within the stipulated timescale;

Ian Florence
Chris Thomson

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

The West Area Committee Chair congratulated Ian and thanked Chris for standing for the post.

4. MINUTES OF PREVIOUS MEETING & ACTIONS

The last West Area Committee meeting was held on 7 June 2018.

Draft minutes of the WAC, Constable and Inspector minutes were circulated on 30 August 2018. Sergeants' minutes are awaited.

One amendment was noted to the minutes -

Item 1 – Attendance – Philip Maguire should read as SPF staff.
After amendment the approved minutes will be circulated to the WAC.

Actions from previous meeting

Action - Body Armour –

In relation to the new body armour, will the issue be better for officers with back problems?

Update - The matter is ongoing and the WAC Chair updated that there is no alternative body armour in place as yet.

Action complete

Action - JCC National Updates (Holiday pay)

Can officers who have missed the deadline for claims for holiday pay claim retrospectively?

Update – The WAC Secretary advised members that retrospective claims cannot be made.

Action complete

Action - Subscriptions for officers off on maternity leave.

A request was made to SPF HQ to provide figures relating to Officers on maternity leave who continue to pay their Group Insurance subscriptions whilst on leave. The information is required to assist in a presentation of a business case for SPF to cover this cost for the officers concerned.

Update – The WAC Chair confirmed a request of a sample of figures. No data has been received as yet.

Action ongoing

5. LEGAL ADVICE & ASSISTANCE

The following legal advice files have been submitted to the Deputy General Secretary at Legal at HQ:

Criminal Legal Defence x 4
Appeal against dismissal x1
Injury on duty x7
Contract Dispute x1
CICA x1
Injury off duty x1
Defamation Police Officers x2
Grievance x1

This does not include any that have been submitted direct to SPF Legal

The WAC Chair advised the new WAC Representatives of the Legal Advice & Assistance procedure and reminded members that the SPF Legal Advice & Assistance is covered under the SPF Voluntary Fund and as such, Officers have to be contributing members to benefit from this service.

6. JCC NATIONAL UPDATES

The minutes from the JCC Meeting held on 8 and 9 May 2018 were circulated via WAC Circular 55 of 2018 on 23 August 2018.

The last meeting of the JCC was held on 21 & 22 August 2018. The minutes will be circulated after approval at the next JCC Meeting.

The WAC Chair provided an update.

There was extensive discussion in regards to Operation Roll. Several WAC Circulars have been sent out to the WAC in that respect.

The amount of work carried out by local Federation Representatives in dealing with members enquiries, was acknowledged by SPF fulltime officials at both area and national level.

Advice has been given to both Federation Representatives and directly to SPF members regarding how to calculate the level of compensation due for each member who was compelled to perform extended tours of duty on their rest days. This advice was based on regulations, determinations and PNB Circular 2017/2.

The force took a separate position that due to the level of uncertainty surrounding the presidential visit it was not possible to tell officers what their shifts were going to be until shortly before the visit commenced. They also claimed that at the time of publishing the re-rostering memo it was envisaged that every officer covered by its provisions would be used for duties.

Our General Secretary communicated with PSoS stating

"It cannot be lost on you that every single police officer who faced considerable disruption as a consequence of this event will feel anger and hostility towards the service if they are not fairly reimbursed..."

Doing the right thing in these circumstances ought not to be contentious. By contrast the impact of entering into conflict on this will have a deeply corrosive impact on an already overstretched and underappreciated workforce."

Legal advice was sought as to the likelihood of being successful in a court should the SPF support action on behalf of members who were not aware of their duties. The legal advice was unequivocal, any such action had little or no chance of succeeding.

The anger and frustration that exists amongst the wider membership was voiced at the JCC by fulltime and part-time members. However there is no other avenue for the SPF to explore.

The WAC Chair and the SPF Vice Chair then answered several questions from members in respect of issues encountered resulting from Operation Roll and National events in general.

One member asked if there was any update in regards to travelling expenses. The WAC Chair advised that this is presently under discussion at PNB.

Pay

Pay was discussed at JCC. The SPF claim was for 3.5% which is a fair claim for a single year deal in the current climate.

The official side offered a range of potential rises over a year, 18 months and 31 months all of which fell far short of legitimate expectations.

As part of the campaign to show that Police Scotland are underfunded, examples are being sought that show where a lack of resources has led to the public being let down.

There is a political will to reach a settlement but the blockage as to progress appears to sit within the service and the SPA.

Workforce Agreement (WFA)

Compliance with the WFA and changes in processes are causing a significant number of enquiries.

One of the most frequently raised questions has been, "why have I not been consulted?" Taking into account individual work plans, there are literally hundreds of patterns being worked across Police Scotland. It would not have been possible or practical to consult every single officer before and during negotiations.

In any case, Regulation 41 of the WTR 1998 provides that any Workforce Agreement involving Police Officers must be between the Chief Constable and the relevant JBB (or in our case JCC).

The WFA is an umbrella document which amongst other things sets out the parameters which shift patterns must comply with. In signing this the Chief Constable is complying with his duty under s 2 HSAW etc. Act to provide as safe a working environment as possible.

Shift working is inherently detrimental to our member's health as an organisation we will always seek to mitigate the effects of shift work on our members. Seeking to retain patterns that don't comply with the new WFA is in effect asking for lower standards of long term welfare protection for groups of our members.

There was further discussion in respect of concerns relating to shift patterns. The WAC Chair confirmed the WFA is an agreement and there is no room for discussion in that respect. There has been several changes to shift patterns throughout various departments including firearms and roads policing.

One member highlighted concern amongst members in his department regarding what appears to be decisions being made by the SPF in relation to shifts, despite members concerns. It was clarified that any WFA decisions made by SPF were in agreement with both parties, and for the better of the majority of Officers.

One member asked for clarity regarding the WFA and when agreements should be implemented.

The WAC Chair replied that expectation is that once WFA document is signed off then it takes effect straight away, although the agreement was made in June, there is a consultation period therefore everything should be finalised and in place by 31 October 2018.

One member highlighted the more positive aspects of the WFA in respect of changes to conditions and thanked the SPF General Secretary for the input in that regard.

Linda Duxbury gave an extensive presentation to the JCC, guests from Association of Police Superintendents (ASPS), Her Majesty's Inspectorate of Constabulary (HMICS), The National Health Service, the Unions and the Scottish Government on her findings. Needless to say the findings are damning. Police Scotland has a greater administrative burden placed on it, (twice that of comparable forces in Canada and Australia)

The findings were formally presented to the Force Executive and the Scottish Police Authority (SPA) the following day and we await their response. The wider findings will be published.

Allard

The Deputy General Secretary gave an update, advising that it is hoped that we are close to a settlement for Allard cases (CHIS handler on call)

Progress is also being made on Holiday pay claims.

Police Negotiating Board (PNB)

Issue of compensation for international deployments is going to be discussed at PNB, present arrangements are unclear and lack the clarity of overnight allowances, depends on nature of the deployment operational/non prisoner escort etc.

7. JOINT CENTRAL COMMITTEE (JCC) CIRCULARS

The following JCC Circulars have been issued since the last WAC Meeting.

25	07.06.18	EuroCOP Executive Committee Circ 180603
26	07.06.18	PNB Agreements – Information
27	07.06.18	Workforce Agreement – Information
28	05.07.18	Court Duty Change for consultation- compliance
29	05.07.18	Allard claim update and request – Information
30	09.07.18	Reef Television Documentary Series - Information
31	16.07.18	Operation Roll – Questions and Answers – Information
31*	17.07.18	*Amended - Operation Roll – Questions and Answers
32	17.07.18	HR Policy - Disciplinary SOP and Supporting documents Consultation
33	17.07.18	Special Leave SOP – Consultation
34	19.07.18	Enhanced Oversight of Biometric Data for Justice & Community safety Purposes – Consultation
35	30.07.18	JCC Minutes May 2018 – Information
36	07.08.18	JCC Agenda and Papers August 2018 – Information
37	14.08.18	Finance, Legislation & Regulation & Operational Duties Committee Minutes August 2018 – Information
38	14.08.18	Conduct, Equality & H&S Committee Minutes July/August 2018 – Information
39	31.08.18	Police Pay Negotiations

8. WEST AREA COMMITTEE (WAC) CIRCULARS

The following WAC Circulars have been issued since the last WAC Meeting.

40	13/06/2018	Workforce Agreement
41	06/07/2018	JCC Circular 29 - Allard Claim Update and request
42	09/07/2018	Data Protection - reminder re Circ 33
43	09/07/2018	Reef Documentary TV Series
44	13/07/2018	Operation Roll
45	16/07/2018	Ops Duties Minutes - January 2018
46	16/07/2018	Operation Roll - JCC Circ 31 of 2018
46*	17/07/2018	*Re-issued due to amendment to JCC Circ 31
47	17/07/2018	West Equality Minutes April 2018
48	17/07/2018	Operation Roll, WRRD's
49	27/07/2018	Operation Roll
50	28/07/2018	Traveling Expenses
51	31/07/2018	WAC Election - Deputy Secretary
52	01/08/2018	Reminder Bravery Awards
53	08/08/2018	WAC Representative Contacts
54	10/08/2018	Names standing for election (3)
55	23/08/2018	JCC Minutes May 2018 - JCC Circ 35 of 2018
56	23/08/2018	Operation Roll
57	No Circ	
58	31/08/2018	Police Pay Negotiations (should be numbered 57)

9. WEST AREA COMMITTEE (WAC) CONSULTATION DOCUMENTS

The WAC Secretary advised the members that the following consultation documents had been received at Merrylee House and a response had been provided where required.

26/06/2018	Court Duty Change
29/06/2018	Death in Service
17/07/2018	Special Leave
17/07/2018	Disciplinary [Staff]
19/07/2018	Biometrics

There was brief discussion on the matter of court duty change. Members were advised to notify Merrylee House of any issues arising within division.

10. PRE/POST WAC OFFICE BEARERS MEETING

The Secretary updated the Committee.

The Post WAC meeting held on 26 July 2018 was not quorate.

The Pre WAC meeting of the WAC Chairs and Secretaries Committee scheduled for Monday 3 September 2018 was cancelled as due to apologies received, the meeting would not be quorate.

The WAC Secretary requested the approval of the Committee to remove the requirement for the Post WAC Meeting and explained that any discussion in relation to WAC Meetings was generally raised at the Pre WAC meeting.

It was agreed that the Post WAC Meeting be removed meantime and the situation monitored.

ACTION – Remove Post WAC Meetings

11. FINANCE

The WAC Chair provided an update.

The last JCC Finance Standing Committee Meeting was held on 1 August 2018. The next meeting is due to take place on 11 October 2018.

Discussion took place regarding the level of support given to Police charities in the form of Office Bearers' time and travel costs which are not reclaimed from the charities.

Advice was taken from accountants in relation to the SPF expenditure policy and it will be refreshed to ensure we continue to comply with the highest HMRC standards.

In relation to SPF accommodation, the conference room extension at Woodside Place requires to be re-roofed and it had been mooted that additional accommodation could be created for support staff at the same time. However projected costs had escalated to the point that this was no longer financially viable. The proposed plan for the extension was therefore cancelled but the conference room will be re-roofed to maintain the safety and upkeep of the property.

Members Services

An update was given on the performance of our insurers.

The Red Arc cover which provides nurse led advice and assistance to members with critical illnesses has had a low take-up.

Discussions had also taken place with the travel insurers regarding improvements they should make to customer service.

Financial Risk Register

A financial risk register was created and presented to the subsequent meeting of the JCC

Conference

The SPF current contract with Trump Turnberry expires next year and the search will need to begin for a venue for 2021 and beyond.

Work will commence shortly on lists of premises.

The spec that was adopted previously was for a single site with up to 180 rooms required and suitable conference facilities. There are also security considerations which make it easier if the hotel is in a rural location.

Due to the limited number of venues in Scotland that meet these requirements they may need to be changed.

One member asked if there was any update on proposed spending of SPF Investments.

The WAC Chair advised that there were no plans at the moment and that any suggestions from members of the WAC would be welcomed.

12. JCC- LEGISLATION AND REGULATIONS STANDING COMMITTEE

The WAC Secretary advised members that the last Legislation and Regulations Standing Committee met on 1 August 2018 and the minutes will be circulated after approval at the next meeting on 11 October 2018.

He provided an update. Matters covered included:

The BTP merger was discussed and the work continues to look at how the transition for BTP to our regulations and legislation is carried out. The JCC has facilitated a member of BTP's federation at our meetings and this has been productive and informative for both parties. It is the case that the advantages to our members regards the merger going ahead are not immediately obvious.

The Justice Committee has launched a post legislative scrutiny of the Police & Fire Reform (Scotland) Act 2012. SPF has submitted written evidence to the committee at this stage. A general update was given as to matters of policing and delivery and again the appeal to Federation Representatives would be to continue to highlight any issues that cause our members difficulties. The duty to provide best value (Chapter 5) is an element that is used

to avoid providing the right and best equipment at times and has detrimental impact on our members.

A Complaints handling review has been instigated by the former justice minister Michael Matheson, Dame Elish Angiolini will lead that, the primary focus of this is PIRC to look at if they are functioning correctly and if the structure is correct. SPF have been asked to participate and views and evidence will be provided as to our member's views and experiences of that body. Part of the review will look at how complaints are assessed and handled. A conversation on the broader issues took place. The review is scheduled to take 2 years.

Discussion regards the independent review of the policing of the miners' strike which is being undertaken by John Scott QC was held.

Biometric data was raised and discussion took place on how this technology may impact on policing and human rights. The use of any data comes with positives and negatives but we have an opportunity to contribute to the debate. By way of example this is technology including facial recognition and body dynamics. A wide discussion took place.

The WAC Secretary asked that members feed in any concerns or observations on this matter particularly if they are aware of people with an interest in the field.

One member asked if SPF were in receipt of any funding in relation to the review of the BTP merger or did this come from SPF funds.

The member was advised that the financial impact is very low, covering occasional travel costs. Due to the impact this merger will have on the force, the advantage of having regular updates far outweighs the minimal spend.

13. JCC- OPERATIONAL DUTIES STANDING COMMITTEE

The WAC Secretary advised members that the last JCC Operational Duties Committee Meeting was held on 1st August 2018. The minutes will be circulated after approval at the next meeting on 11th October 2018.

He provided an update. Matters of discussion included;

Leadership Training & Development

The promotion process was discussed and the issues that were highlighted from members had been passed to the force, the issues were exasperated as the force did not have suitable structures in place for our members to get questions and answers addressed. The JCC Vice Chair took them to task on this and regards the inferred position that SPF had involvement in the process.

The WAC Secretary highlighted, for the benefit of new Federation Representatives that the SPF have no footprint in the promotion process and as with all UK Federations, are specifically excluded under legislation. (The SPF is prevented by law (s59 (1) (a) The Police Act 1996 from representing members regarding "questions of promotion affecting individuals")

Update with regards the Modern Apprenticeship Program. This stems from last year where all employers had to pay a .5% levy on the basic total wage bill, an employer can draw back on that to found a modern apprentice program. The current probationer training program is being looked at to convert to this type of program to recoup some of that money back, which makes sense as a business case. The program is applicable to both officers and civilian staff.

One element that creates concern is that the younger the apprentice the more money get paid back, this is a concern for obvious reasons and has been raised and accepted by the force that the process would need to avoid that becoming an issue. There is also work to be done with how this accredited as a program with the SQA and fitting with needs of the force. There was a wider discussion with views and concerns was had. The SPF will continue to be engaged in the discussions and see what develops but it will be years rather than months before we see results.

Diploma

Diploma was discussed on a broad range of views and opinions, managing expectations with the reduction in spaces, and the availability of promotion spaces amongst them.

In relation to the Diploma, one member highlighted some issues within his Division in relation to the selection of applications. The WAC Secretary asked that examples of such issues are sent in to Merrylee House.

Public Order Monitoring

This was discussed with issues over Northern Ireland deployment and including training. The subject of pyrotechnics has also been on the agenda and there is now work being carried out on the matter.

Resilience has and is also a matter that is being looked at particularly in the field of specialisms. The issue or lack of issue with regards public order kit has also been raised and hopefully there are improvements to come.

Post Incident Procedures (PIP)

The update was that there had been two carried out since we last met. PIP Training is hopefully going to be provided to allow more people to be trained to carry the federation role out. A wider discussion was had on the subject.

Work Force Agreement (WFA)

The WFA was discussed as there are issues. Matters that are being highlighted and addressed are with local RDU's and their interpretation of the current agreement and in many cases still relaying on the previous one in part or whole. A number of issues were raised by the committee members, there is substantial work on going to try and get a resolution as soon as possible. The WAC Secretary and Chair have attended at WFA progress meetings and all issues raised by the wider membership are being raised.

Custody

Recruitment to fill 45 new posts is on-going with some in training since July.

A Business case for the Criminal Justice hubs have been approved. Feedback from Federation Representatives will be sought seeking any issues with custody. This includes failure to follow through projects and indeed stop them which is causing delays on critical projects, ultimately money is wasted and critical areas failed. A broad range of matters regards custody issues were raised and discussed.

Armed Police Monitoring Group

The Armed Police Monitoring Group met on 15 June 2018, discussions included armed officers potentially not being deployed to as many incidents as they should be, this is being looked at to see if there is a failing in protocol and at what level that may be. There was confirmation that there has been a rise in knife incidents.

Allard

The force have been slow to get this moving however it has in the last few weeks started to get the forms sent out to officers, a discussion was had in relation to impacts on CHIS handlers and Police Search Advisors (POLSA's) throughout Scotland in evidencing the claims as many of the records were paper based and lost at present. At present SPF are working on trying to get a formula to establish at best what members may be due.

14. JCC - CONDUCT SUBJECT COMMITTEE

The WAC Deputy Secretary (Conduct) provided an update.

The last JCC Conduct Subject Committee Meeting was held on 31 July 2018. The minutes will be circulated after approval at the next meeting. The matter of attendance and remitting apologies was discussed.

The last West Area Conduct Committee meeting cancelled due to operational commitments surrounding Operation Roll. The next meeting is scheduled for 4 October 2018. The National meeting for Conduct Leads will take place on 20 September at Dundee.

The WAC Deputy Secretary (conduct) advised that updates are being processed for the current cases and that contact was being made to ensure the members are well supported. The number of cases currently ongoing has decreased across all areas of Criminal and Conduct since the last WAC, however, there has been an increase in conduct off duty. We have seen a drop in the number of suspensions/ officers on restrictions.

The WAC Deputy Secretary (conduct) advised that refresher training would be provided at the next conduct meeting which would encompass the new conduct forms. It is also hoped that more representatives can be provided with the opportunity to observe and carry out misconduct meetings and hearings in the near future.

15. JCC – EQUALITY SUBJECT COMMITTEE

The West Area Vice Chair provided an update.

The last JCC Equality Subject Committee Meeting was held on 8 August 2018. The minutes will be circulated after approval at the next meeting on 10 October 2018.

The last West Area Equality Committee meeting was held 17 July 2018. The draft minutes were sent to the committee only on 1 August 2018 and will be circulated via WAC Circular after approval at the meeting. The next meeting will be held on 2 October 2018.

The Vice Chair congratulated Ian Florence on being elected to the post of WAC Deputy Secretary.

The WAC Equality meeting in July was joined by Susan Gillon from the Scottish Women's Development Forum. Agreement was made to work together to bring about a second Menopause Awareness Day to be held once again at the Scottish Police College. Initially September was decided as the optimum month as that would be after the summer school break and prior to the October holiday, however the college and Laughology presenter was unavailable on the same dates. Dates in November are now being considered.

At the JCC Equality Meeting on 8 August 2018, the Deputy to the General Secretary Nigel Bathgate updated the committee on recent national Equality meetings. The Flexible and Agile Working Group is to be resurrected with a new Chair, this will hopefully increase productivity from this Group. We still await the publication of the recent findings regarding Police Scotland and flexible working or inflexible working practices.

The Special Leave SOP is still under review. It was noted that the recent SOP for consultation regarding Allowances and Expenses stated that plain clothes allowances for maternity was not agreed, however we have received assurances that this has been ratified.

You will recall at the last WAC meeting that a member raised the issue of maternity support allowance and the short timeframe in which you could utilise it. A motion was prepared for the JCC Equality Committee and was presented at the meeting. It was fully supported and it will be taken to the PNB for consideration.

There has been coverage in the media surrounding gender neutral hats, a number of requests have been received regarding their issue in Police Scotland.

There has been an increase in the number of grievances being taken out and quite significantly they appear to be clustered in particular areas. There is also an increase of officers off long term sick, again apparently in clustered areas. The WAC Vice Chair thanked representatives from the Equality Committee for their assistance with Grievance meetings and Absence Support Meetings, quite often taking place at short notice.

16. JCC – HEALTH AND SAFETY (H&S) SUBJECT COMMITTEE

The WAC Chair provided an update.

The last JCC Health & Safety Subject Committee was held on 24 July 2018. The minutes will be circulated after approval at the next meeting on 4 October 2018.

The last West Area Health and Safety Committee meeting arranged for 18 July 2018 was cancelled. The next meeting will be held on 3 October 2018. Although the reshaped JCC subject committee is the primary focus of H&S due to the volume of H&S work that is being carried out in the this field a West meeting should continue to act as a clearing house for West issues to be escalated.

Association of Police Health & Safety Advisors (APHSA)

Meetings since the last WAC were held on 27 June and 7 August at Dalmarnock. The previous minute still remains valid. The meeting on 7 August again had been productive with a number of issues addressed along with a detailed program of inspections.

- The lack of training of all staff involved in the Firearms Amnesty
- Merging of radio channels- the lack of consultation with provider to identify faults and potential risks to end user.
- Ear Defenders- new ear defender identified with 3M £200 each for personal use- this defender addresses the issues identified by the independent consultant.

- C3 lack of risk assessments in place- work in progress with management to educate them in the requirement of Risk Assessments.
- Drive training across the board.

Following the increase in the number of officers being injured by slip trip and falls engaged in foot pursuits- the issue of personal issue footwear is being addressed by the safety team- Paper being Progressed by Peter Jones

Hi Viz trousers

James Bertram is looking at a corporate approach and the benefits this will bring.

Noise at work and Ear Defenders

A paper will be presented at the health and Safety board- in essence the Force have been advised how significantly challenged they are in regards the noise levels in varying parts of the organization. This paper will be presented at the Health and Safety board on 01 June 2018.

Safety Alerts have been issued for the issues surrounding Ticks and in particular Lyme's disease. Overloading of Police Vehicles/ Cannabis Cultivations in particular "booby traps".

Safety Alerts - BBV's and HIV

This will be issued in the near future following the points raised. A positive result for all parties which has led to discussions with HSE and additional briefing documents secured. HSE will be happy with standard Riddor Report and will establish learning outcomes to prevent further incidents.

Further Safety Alert for Fentanyl with the increase in the numbers of deaths south of the border. Discussion are still ongoing with regards to the introduction of Naloxone and the paper is currently with the Force Medical Advisor to discuss control measures, training, storage etc. for this counter measure.

Further safety alert is being issued following an assault of a custody officer at St Leonards regarding the guidelines for the dispensing of methadone to custodies. An additional Safety alert has been issued following a collision on then A78 where officers received whiplash injuries.

Further safety alert is being issued regarding concealment of weapons by prisoners. This followed the assault of an Officer in Custody Division (Stirling) when a transit custody under the control of G4S managed to secrete an adapted weapon and attempted to stab/slash the officer.

Annual Riddor reporting stats are almost up to speed which can give a rough estimate of cost to the organisation of all incidents such as slips, trips, falls, assaults, accidents and

others. Current picture highlights approximately 7628 working days lost over the year, with roughly speaking £1 365,412 the financial cost of this abstraction.

A joint training day to be introduced in December was postponed a further date to be identified for the four National & Area Leads. The AGS Health & Safety has requested additional fire regulation familiarisation to assist with Inspections.

On a national picture the amount of station inspections has been addressed significantly with almost 90% of properties scheduled for inspection having been met.

Ear Defenders this piece of work is in an advanced stage and hopefully a decision will be made on deployment. Hearing tests will need to be considered.

Fire Safety Risk Assessments are being carried out by Mitie. (Although there are in excess of 6000 actions outstanding)

The NPCC Health Safety and Welfare Strategic Group

The above group met on Thursday 2nd August 2018 at New Scotland Yard, Victoria Embankment, and London the meeting was chaired by ACC Tim Jacques.

The following items were then addressed.

- College of Policing H&S work programme. Nick Kettle highlighted this was still progressing re the medical and fitness levels expected of applicants entering the Police Service. There is a lack of cohesion and Matt Johnson requested to continue this work with the college of policing and report back at the next meeting- issues identified- driving licence requirements- if not required at entry- do the Police need to provide training! A return to the 70's when officers could not be recruited.
- Nick Kettle to circulate the most recent update from the college to the group for wider discussion.
- Occupational health update- Matt Johnson highlighted this additional work stream for the college of Policing and in particular the eye sight standard and the demand profile which were outstripping resources and the additional stressors were impacting on frontline resource. The knock on effect was greater impact on occupational health- Work still ongoing. The chair enquired re external experts overviewing this work? Matt Johnson advised external experts were involved with regards to the eyesight testing and standards.
- Diabetes/Blue light driving- advice had now been circulated to all chief officers from this group and such the action had been discharged and the item was now closed.

- Anticoagulants and Fitness for policing- once again this action had been discharged and a report forwarded from this group to all chief officers advising on current thinking- which is - all cases must be reviewed on a case by case basis with suitable risk assessment in place.
- The review of striking the balance document was almost complete- there had been a misconception by some chief officers that the striking the balance document gave them a cart blanche to ignore health and safety legislation! Not. The opposite is the case, the striking the balance document takes account of heroic acts in the heat of the moment where officers risk their own safety to rescue members of the public or colleagues and by doing so expose themselves to life threatening injuries.
- Officer Safety Training (OST), Single Crewing & Maintenance checks- Following a letter from the joint UK staff association strategic group – This led to a circular to remind all chief officers of the requirement to carryout full risk assessments and the necessary legal requirement to ensure their fleet were checked on a weekly basis as a minimum with daily/shift inspections the preferred option- action discharged- action closed
- Use of Volunteers in the Police Service- Nick Cornwall Smith advised that not all forces had replied to this consultation document- but in essence the Chief Constable was liable for all employees. The Assistant to General Secretary, (AGS) Health & Safety) highlighted that Police Scotland were deploying Youth Volunteers to events. James Bertram added a full risk assessment had been completed. When asked by the chair if these youth volunteers were in uniform which could identify them as Police, this could have a significant impact on the Force. Especially if they did not have any PPE or training, instruction or supervision. James Bertram stated they were always escorted by a uniformed officer? This does not mitigate the risk?
- Temporary Road Signs - The AGS Health & Safety provided an update to the group on the progress made, the sharing of legal consultation undertaken by Police Scotland in addressing this matter which had been shared with the group. It is was quite clear that chief officers require to comply with BS 8442, which has always been the position of the SPF. The group expressed their thanks to the SPF for raising and addressing this issue so diligently and expediently.
- Bench Marking injury data- Nick kettle advised that figures were found to vary significantly around the country and the accuracy was an issue- James Bertram volunteered that his group produced quarterly figures to Police Scotland and the cost of this abstraction- The AGS Health & Safety highlighted although very useful, these figures were thought to be only the tip of the iceberg, with a potential under reporting of 60-70% , but it was encouraging that the recording mechanisms were improving. Nick Kettle will continue with the action.
- D1 Authorisations- this issue had been brought to this group from the Training Tactics and Equipment Working Group (TTEWG) group at the behest of its previous chair DCC

Brandon- The chair expressed this may not be a health safety issue, but the consequences of no D1 drivers would be?

- He agreed to discuss with a number of NPCC leads on how best to overcome this issue
- Aspha update- No emerging trends at present.
- Training Sub-Group training still being rolled out around the country on such things as working at height, working time regulations, risk assessments, Power regulations, PPE regulations etc.
- First Aid Sue Warner advised the next meeting of this group would be next week- no pressing issues at present – the Goodsam App was now available- The chair reminded the group the decision was that operational officers would not use it-but they could attend incidents if they so wished whilst off duty.

- Competent Business

The AGS Health & Safety advised of his attendance at the National Police Chief Council (NPCC) Strategic Fleet Procurement group on 12 June 2018. The lack of due diligence around the selection of vehicles and whether they were fit for purpose, without any form of independent testing was identified. The view of that group was it was down to individual chief officers to carry out this work instead of this home office group- The chair (ACC Jacques) was genuinely surprised and advised the group that he would liaise directly with the chair of that group Richard Elkin- He thanked the SPF for once more raising a significant health and safety issue.

- James Bertram raised the issue of face masks, Respiratory Protective Equipment and the lack of a clean shave policy- the chair decided to take this issue off table- James highlighted the issues recently in Glasgow where officers had been affected by smoke, and the officers had full beards – PSNI highlighted the difference between a full face mask and paper mask was £995, this would be an issue. The chair decided to take off table and discuss with experts in that area- cbrn/firearms and search.

- James Bertram highlighted the recent safety alert for officers working on the rail network, ensuring a caution was in place. Concerns had been raised by Network rail.

Uniform / Personal Protective Equipment (PPE) / Officer Safety training (OST)

The uniform working group met on 7 July at the Scottish Police College. The following items were discussed.

- Body armour- agreement has been reached to move to a new lighter armour with the following specifications KR1/SP1/HG1- Budget for 2500 Units has been secured. The armour will be 30 % lighter than current issue.

- PAVA expiry had been avoided with 7000 units purchased. SPF thanked for their oversight on this matter- which highlighted a failure to manage the situation.
- Maternity wear- decision that plain clothes allowances will be afforded.
- Body Harnesses- Decision to have harnesses removed and new body armour covers fitted- the major issue previously had been the utility belt.
- Snow gate winter weather gear will be issued to all officers stationed at Police Stations which monitor snow gates.
- Other points covered non binary gender fluid headgear-spotter jackets individual issue-public order clips issued to all PSU officers, drones team to be reassessed? Funding issues.

Body Armour Group

The Body Armour group met on 30 July at Stirling. The following points were addressed.

- Health and Safety update- Following the incident in Greenock CID were now actively encouraging officers to wear their Body Armour a rep from SCD would be attending the next meeting. A new risk assessment was now in place for covert armour.
- Procurement update- current contract extended to 2019-budget of £780k secured for 2500 units of new armour. Surplus fund for 1000 units available for current stock of armour- currently 219 units purchased thus far.
- The Force is looking at other Forces around the world, example NZ where they rent their body armour.
- Logistics 1200 units still unaccounted for? Force memo (79 or 83) highlighting need to check body armour and return damaged armour- some present believe it is the responsibility of the individual officer to resolve issue- soundly advised NO it's the employers primary responsibility.
- Stores advised that they had returned damaged armour to officers who had tried to surrender same, if no replacements present. The chair advised of the error- safety alert to be issued.
- SPF advised that photographic evidence had been highlighted of damaged body armour, this will form part of the Safety Alert to be published. Officers still highlighting reluctance of supervisors to recognise and address this significant health and safety concern.
- Confidence testing of ageing armour is still on the table at a cost of between £500-£2500 depending on the supplier.

One member highlighted that replacement body armour can take up to 6 weeks to be issued to Officers. Officers are being advised that they can carry on with their duties as normal as long as they have reported the requirement for a replacement.

Fleet and Vehicle Equipment

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 AGS Health & Safety is currently addressing suitability of equipment to ensure British Standards and European Standards Compliance. This action is still ongoing with signs currently being examined by an independent testing house to ensure they comply with BS 8442 AND EN 12889. A Short Life Working Group has been introduced to see the process through to the procurement stages. The AGS Health & Safety sits on this Group and will keep Area Leads updated accordingly. (Latest update action still ongoing- signs do not comply with BS 8442 OR EN 12889) Cast agreed on 27 October 2017, stance taken by PSOS and SPF was legislatively correct regarding BS 8442, and that their previous communication to English and Welsh forces had been rescinded following legal opinion.

The new sign from Haven Signs that does meet the required British Standards has been undergoing testing by PSOS, during which time the legs of the sign broke. The company have confirmed that the sign did pass their own testing.

PSOS have confirmed that 9000 signs are required for the fleet and that they are short of approximately 4000.

Peugeot 308/Vauxhall Astra and Ford Focus all weighed at Crammond Bridge Dynamic weigh bridge, with three persons and all kit in vehicle (new kit list) it was found that vehicles could easily be overloaded- Safety Alert issued by PSOS highlighting this issue, which has been shared with UK Forces.

National Operational Planning

Then following points were discussed the forth coming European Championships 2018, which will be held in Scotland and Germany with significant number of venues and varying sporting disciplines ranging from Rowing to Golf. A large abstraction is expected. The ongoing plans for Hogmanay continues. Following the England/Scotland Football match a number of questions have been raised with regards the availability of water and suitable refreshment areas. This action has been discharged and correspondence forwarded to the Group. The Deputy Chief Constable issued a Force Memorandum on 22 August 2017 to ensure all officers are suitably catered for at events with facilities in place.

The Open championship and the visit of Donald Trump will place extra demands on PSOS.

Local Operational Planning

North Area	-	Royal Court
West Area	-	Football
East Area	-	Edinburgh Festival-Concerts

With regards to all these events Silver and Bronze Meetings have been scheduled by the Event Commanders and have been attended by the Health and Safety Leads for the areas concerned. Relevant minutes will be circulated in due course.

East Area

East Area Vice Chair advised the main concerns in the East surrounded the transportation of firearms in rural areas, the firearms amnesty where police staff received no additional training, instruction, information or supervision on how to store and make safe surrendered weapons, Airwave coverage in St John's hospital in Livingston, The merging of radio channels and the lack of knowledge of suitable and sufficient risk assessments for this pre-planned activity. The lack of locus protection equipment in E division and the availability of fleet in E division. Concerns regarding the new Motorola ear pieces which didn't fit correctly and were causing discomfort to officers.

North Area

The North Area Chair advised the main concerns in the North surrounded the number of assaults on Police Officers at point of arrest. Resourcing challenges across the area and the general state of the vehicle fleet, with a number of vehicles currently off road.

West Area

The West Area Chair advised that the main concerns in the West surrounded the ambulance response times and the lack of available resource. The continued problem of pyrotechnics/disorder at Football games, the lack of D1 drivers. The state of Body Armour and the lack of recording of Police Assaults.

New Business

No new business highlighted on 13 April 2018. Continuing themes causing concern.

The clinical Governance group met on Friday 27 July 2018 at Jackton. The following items were discussed. The Interim Chair was CS Nicola Burns.

- First Aid Training -Scottish Police Emergency Life Support review (SPELS)

An update and associated papers were presented to the group regarding the ongoing review of SPELS training within Police Scotland- It has been suggested the name should be changed from SPELS to perhaps operational first aid? This topic led to some general discussion surrounding the terminology with concerns highlighted that the inclusion of the word 'operational' could be misinterpreted.

17. People & Operations Delivery Group (PODG)

The Secretary advised members that the group formerly named the LNCC has now been renamed People & Operations Delivery Group (PODG).

The last meeting was held on 14 May 2018 and the minutes will be circulated after next meeting on 4 October 2018. This was the second meeting of the group.

Matters discussed included;

- Blanket Re rostering
- Some issues with scope when managing large events
- Operation Roll
- Remote Postings
- Recruitment
- Stop Search

Discussion followed regarding remote postings and issues with stop search.

18. Local Policing Commanders Meeting (LPC)

The WAC Secretary advised members that the last meeting was held on 6 August 2018. The Chair is ACC Higgins.

Matters covered included;

- Rest days
- Provisional stats for attendance management
- Concerns over pyrotechnics

One member raised concerns regarding Officers in certain Areas/ Departments having to work excessive hours. This matter was discussed briefly and the WAC Chair advised that this is an ongoing issue and SPF are looking at specific examples where demand is unsustainable.

19. MOTIONS

There were no motions

20. CORRESPONDENCE

The following correspondence has been received.

- Email from Ian Florence dated 1 August 2018 re nomination for post of Deputy Secretary.

- Email from Gordon Crossan dated 7 August
- Email from Chris Thomson dated 9 August 2018 re nomination for post of Deputy Secretary.
- Email from Alan Bowater dated 27 August 2018 re resignation/retirement.
- Letter of resignation from Fiona Morris
- Email - resignation from Thomas Crombie 'V' Div.

21. COMPETENT BUSINESS

There were no items of competent business.

22. CLOSE OF MEETING

The Chair closed the meeting and wished the members a safe journey home.

Gary Mitchell
Secretary

Paul Connelly
Chair