



Police and Justice Service Group Annual Report 2013

# Police and Justice

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*Police & Justice*

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## Chair's welcome

Welcome to all delegates, visitors, guests, speakers and staff to our 2013 Police and Justice Service Group Conference here in Brighton. I hope you find the event stimulating and enjoyable. Your participation is the key to its success, so whether you are a first-time speaker, or a seasoned conference-goer, please get involved, speak up and make your voice heard. We aim to make the conference welcoming for you all.

We are meeting under very difficult circumstances for all our members in police and justice. But I want to draw attention first to the truly terrible circumstances that our probation members are facing as a result of the government's attacks on their service.

If the justice secretary gets his way, there will be no probation service as we know it this time next year; it will have been split in two. Some members may end up working for the proposed new national probation service, as civil servants of the Ministry of Justice, and others will be sold off as part of one of the 21 community rehabilitation companies which the government will create in April next year. The Service Group is fighting these proposals and you can get involved in the debates around our campaign over the next three days. Probation members at the conference – you have our full support.

In the Police Service we can reflect on some really great victories for our 'Stop Police Privatisation' campaign since our last conference, but the government's cuts to the police workforce keep on coming. Add to this the uncertainty over the stage 2 transfers of members from PCCs to chief constables or local authorities and it is not difficult to see why morale is on the slide.

And in CAFCASS, similar worries exist over the implications of the agency's move to the Ministry of Justice next year.

In all our sectors, there are emerging threats to the continuation of national collective bargaining and we will have to work hard across the Service Group in the coming year to remind members of the value of national agreements. But we can turn this to our advantage if it encourages non-members to join us, particularly as we move as a union to challenge the government's public sector pay freeze next year.

This week sees the launch of UNISON's next big recruitment push; make sure you get involved to build our strength in Police and Justice.

Enjoy conference.

Caryl Nobbs

*Chairperson, UNISON Police and Justice Service Group Executive.*

## Introduction

This report is a summary of the work of the Police and Justice Service Group Executive (SGE) and its committees from the close of last year's service group conference in October 2012 to August 2013.

The report is presented for approval to the 2013 Police and Justice Service Group Conference, which brings together police, probation and CAFCASS delegates in Brighton.

The report is an opportunity for the service group to reflect on the totality of the work undertaken by the SGE and our sector committees since the last service group conference. Our work programme reflects the decisions of last year's conference, as well as the complex set of issues which have arisen in the intervening year.

What we could not have predicted when we met in Cardiff last year, was the intention of the government to announce in May of this year its intention to abolish the Probation Service in England and Wales. As this report will identify, we are now entering a critical stage in our campaign to keep probation public and keep probation local.

In the police service too we are seeing major structural change. April saw the creation of a single police service in Scotland, with a merger of the previous eight Scottish forces. By September, each police and crime commissioner in England and Wales will have submitted plans to the home secretary to transfer police staff either to their chief constable or local authority. We are working hard on both sides of the border to make sure that the voice of police staff is stage centre in the change programmes that are afoot.

CAFCASS stands on the brink of a major machinery of government change, with its likely absorption into the Ministry of Justice.

Across all of our sectors then, we face major structural change and with that change comes both threats and opportunities: threats in particular to the continuation of national collective bargaining in both probation and police, but also opportunities to organise more effectively to represent members' interests in a time of great uncertainty.

Pay deals have been hard to come by this year. We are now consulting on a 1% pay increase for police staff in England and Wales, but in Scotland and in probation, pay talks have still to complete.

Our local organisation remains the core of our strength.

Police and justice branches are now looking after the interests of both police and probation members in three regions and our dedicated probation branches continue to thrive in those regions that have established them. The Service Group extends its thanks and appreciation to all the activists, branches and regional staff who continue to deliver such an outstanding service to our members.

Section 1 of the report covers the work of the service group and its sectors against each of the four NEC objectives. The four sectors in which we organise are dealt with separately under each of the report's headings:

- Police staff – England and Cymru/Wales
- Police staff – Scotland
- Probation staff – England and Cymru/Wales
- CAFCASS – England and Cymru/Wales

Section 2 of the report provides national updates from UNISON Scotland and UNISON Cymru/Wales and reports from regional police and justice committees.

## Section 1: meeting the NEC objectives

### 1.1 Objective 1: recruiting, organising, representing and retaining members

#### 1.1.1 Recruitment

In July 2013 our membership in the sectors in which we organise stood at:

Police staff (England and Wales)	34,544
Police staff (Scotland)	3,332
Probation staff (England and Wales)	4,434
CAFCASS	285
Total	42,595

Police staff numbers in England and Wales, excluding the Met and City of London forces, stood at 67,910 as at March 2013. This indicates that UNISON's membership density across all forces in England and Wales in which we organise, currently stands at just over 50%. In Scotland, membership density is around 59% based on a police staff workforce of 5637.

The probation workforce comprised 16,465 employees in March 2013, 27% of whom are UNISON members.

#### 1.1.2 Organising in the private sector

UNISON members working in Community Payback for London Probation Trust transferred to Serco on 1 October 2012 as a result of the Ministry of Justice letting a four year contract for this work. UNISON and Napo negotiated a recognition and facilities agreement with the company which allows us to continue to organise and negotiate on behalf of members in the new employment context. The agreement also allows the terms and conditions of new starters to be the subject of discussions at the contract level JNCC.

#### 1.1.3 Communications

The big change in the service group's communications strategy since our last conference has been the launch of our police and probation face book pages. Starting in January this year, the pages provide an opportunity to put information for members and activists into the public domain quickly and effectively.

The service group continues to fund four editions of 'Police and Justice' magazine, covering the editorial and writing costs of our freelance journalist Laurence Pollock. Printing costs continue to be met by UNISON's communications department, for which the service group remains grateful.

An e-bulletin for our 'Keep Probation Public – Keep Probation Local' has been launched and three editions

published to date to inform members and activists about key campaign themes and activity.

#### 1.1.4 Press and broadcasting

UNISON's press and broadcasting office has worked with the service group to issue 10 press releases since the last service group conference. A record of the releases can be found at appendix H.

### 1.2 Objective 2: negotiating and bargaining on behalf of members and promoting equality

The following reports relate to each of the different negotiating sectors within the Police and Justice Service Group. Sectors describe a group of members who have their pay and conditions negotiated by a particular national collective bargaining body.

#### 1.2.1 Police Staff Council (England and Wales)

##### 1.2.1.1 Constitution

In the autumn of 2012, prior to the PCC elections, ACPO sought a change to the constitution of the Police Staff Council to amend the distribution of employer side seats. Prior to the elections, the Employers Side seats were allocated as follows:

- Association of Police Authorities: 4 seats
- ACPO: 2 seats
- Home Office: 1 seat

ACPO was looking to equalise its seating strength with the APA to three seats apiece. However, the Council collectively took the view that this would have been a premature re-allocation of the seats pending the stage 2 transfer process which is still pending, so no changes were made to seating strength.

On 22 July 2013, the PSC trade union side wrote to the employers side to request necessary changes to the PSC Handbook following the election of PCCs and the creation of the College of Policing and National Crime Agency.

##### 1.2.1.2 Pay 2013

Following consultation with branches in the spring of 2013, UNISON proposed to the PSC trade union side that we submit a claim for a 3% pay increase for police staff in England and Wales. This was endorsed by the PSC trade union side and the claim was tabled at the PSC held on 13 May 2013.

On 7 June 2013, the employers side responded by letter with an offer of a 1% increase on all PSC pay points with effect from 1 September 2013. Pay negotiations



subsequently took place on 5 August, but the employers were unwilling to improve their offer. The trade union side took the view that, given the very limited negotiations that had taken place in respect of the pay increase this year, the offer could not be put out with any recommendation. Branches were asked to consult members on the 1% offer during August with a return date for views of 6 September.

#### 1.2.1.3 Winsor review of police pay

Talks on the implementation of the Winsor Review Part 2 have not proceeded as quickly as either the employers side or the trade union side of the PSC would have liked. This has, in part, been the result of the hiatus in negotiations caused by the election of police and crime commissioners and the need for the employers side to reconstitute its membership following the elections. At the PSC meeting held on 13 May 2013, the employers side requested a four month 'time-out' from the talks to enable their constituents to re-assess their negotiating position post the PCC elections. The PSC is about to undertake a major survey of all forces in England and Wales to gather relevant pay data for the on-going review of police staff pay and reward.

#### 1.2.1.4 Stage 2: transfer guidance

At the PSC held on 13 May 2013, the trade union side tabled a draft 'Police Staff Stage 2 Transfers Guidance' document for agreement. The guidance aims to provide police forces and police staff with a very clear view of the protections for staff in the stage 2 transfer process from PCCs to chief constables or local authorities. The draft guidance was the subject of discussions with the employers side at a working party held on 5 August.

UNISON wrote to the Police Minister Damian Green in February 2013 to ask the government to set up a stakeholder working party to oversee the legal, technical and industrial relations issues relating to the Stage 2 transfer process. The initial response from the minister was that the government was not minded to set up any such working party and that the transfer issues were for local determination by PCCs and chief constables. Thankfully, ministers changed this view and, in response to the call from UNISON and others, set up a working party in May. UNISON has represented the trade union side of the Police Staff Council on this working party, which is working up legal, financial and HR guidance for the service.

UNISON also wrote to the Police Minister in April and June 2013 to raise concerns over the proposal of the Wiltshire PCC to transfer 200 police staff to Wiltshire County Council, and to ask that the Home Secretary exercise the same oversight over stage 2 transfers to local authorities as she will be doing for transfers to chief constables. The first reply from the Minister in May 2013, Damian Green indicated that the Home Secretary would not be taking any such interest in transfers to local authorities. However, following a further letter from UNISON in June 2013, we

were pleased to see the Minister confirm to PCCs in his letter of 3 July that the local authority transfers would now have to be approved by the Home Secretary.

#### 1.2.1.5 Police force pay and grading reviews

The following local pay and grading reviews were the subject of advice and guidance from the trade union side secretary of the Police Staff Council:

- Norfolk and Suffolk: request to vary the weightings of the factors in the PSC job evaluation scheme still under consideration and awaiting outcome of pay modelling exercise
- Devon and Cornwall: trade union side issued a joint statement in relation to the announcement by the force on 13 November 2012 that it wanted to proceed with a buy-out of equal pay liabilities in advance of carrying out a job evaluation exercise. This followed a set of meetings in October in which the unions had suggested an alternative course of action by the force. Matters have since been resolved satisfactorily and the job evaluation exercise is proceeding.

Branches are reminded of the requirement that any local pay and grading or job evaluation exercise by any force must be referred to the Service Group for advice and guidance prior to any local decisions or consultation with members over proposals to amend pay systems.

#### 1.2.2 Police Advisory Board for England and Wales (PABEW)

UNISON represents the interests of the PSC trade union side on the PABEW, which meets quarterly. Here are the key issues for police staff which have been on the agenda of the PABEW over the last 12 months:

##### 1.2.2.1 Fitness testing

In his Part 2 Report, Tom Winsor recommended that police staff, who are required to undergo personal safety training, should be required to undergo the same fitness test recommended for all police officers: to attain level 5:4 on a 15 metre shuttle run. This recommendation (#33) was referred to the PABEW by the Home Secretary, but the initial work of the Board in relation to it concerned its application to police officers only. UNISON police branches have expressed concern since 2012 that forces were intending to apply the test agreed by the PABEW for police officers to police staff. UNISON raised this at the PABEW and at the July 2013 meeting of the Board it was agreed that the PAB Fitness Testing Working Party would now commence work to interpret the Winsor recommendation for appropriate members of the police staff workforce. This work was commenced in July 2013, and until this has been completed, forces should not be introducing any fitness testing for police staff at all in any roles.

##### 1.2.2.2 Restricted duty

Winsor also recommended (# 38, 39, 40 & 41) that

Police Regulations relating to police officer restricted duty should be amended, so as to enable adjustments to the pay of such officers under certain circumstances. UNISON joined the PABEW working party dealing with this topic, because recommendation 39 contained specific reference to a police officer on restricted duty being offered the opportunity to: ‘... resign as a police officer and immediately take up a police staff job on police staff terms and conditions, if one is available.’ UNISON was extremely concerned at the potential discriminatory effect of this particular provision. As part of the working party we argued that unfettered access to police staff roles for officers on restricted duties would almost certainly be discriminatory, given the gender profile of the police officer and police staff workforces. We also pointed out that under the current government austerity cuts to policing, the availability of police staff roles was very significantly reduced. The PABEW working party took these issues into account when arriving at its final advice to the Home Secretary. The Home Secretary’s response to this advice is awaited.

#### **1.2.2.3 Routine searching of DNA profiles on the Police Elimination Database.**

Proposals for the routine searching of DNA profiles on the elimination database, including relevant police staff, was referred to the PABEW in July 2013 and will require consideration in due course at the Police Staff Council in respect of the contractual issues it raises.

#### **1.2.2.4 Guidance for seconded officers and staff**

At the PABEW held in July 2013, guidance on how to handle secondment arrangements for police officers and police staff were agreed. This guidance has previously been the subject of discussion at the Police Staff Council and subject to amendment to ensure its relevance and applicability to our members

#### **1.2.2.5 Management of business interests**

UNISON played a key role in commenting on and amending the draft Management of Business Interests policy which ACPO brought to the PABEW in 2012. This was eventually signed off in November 2012 and issued under cover of PSC joint circular 74. We secured the following safeguards in the final guidance:

- A test of proportionality to govern each decision on business interests
- Full cognizance of equality and diversity issues prior to all decisions on business interests

### **1.2.3 Probation Service National Negotiating Council (NNC)**

#### **1.2.3.1 Pay 2012**

The 2012 pay deal for Probation staff was agreed, after considerable delay in negotiations, with members voting to accept the following settlement in December 2012:

- Maximum of pay bands 1 and 2 to be extended by two points

- All staff in pay bands 1 and 2 to progress by two increments
- All staff in pay bands 3, 4, 5 and 6 to progress by one increment
- Development points in pay bands 1 – 6 to be removed
- The minimum salary points for pay bands 1 – 4 to be raised by one pay point

UNISON ensured that eligible members working for Interserve, or Serco, received the 2012 award.

#### **1.2.3.2 Pay 2013**

Following consultation with members in the spring of 2013, the trade union side of the NNC submitted the following pay claim at the NNC held on 17 April:

- An above inflation increase on all NNC pay points with effect from 1 April 2013
- Incremental pay progression of 2 pay points for all eligible staff on pay bands 1 – 6
- The deletion of the lowest pay points in pay bands 1 – 4
- An above inflation increase in London Weighting

At the time of writing, the employers side of the NNC were not in a position to make a response to the claim, pending Treasury approval for a negotiating remit.

#### **1.2.3.3 Pay modernisation**

At the NNC held in 24 July 2013 both Sides of the Council recognised that the Government’s Transforming Rehabilitation reforms for the Probation Service, and in particular the timetable for the reforms, cast a real doubt over the likelihood of the NNC being able to complete the pay modernisation agenda, agreed in the 2011 pay deal, prior to the potential dissolution of the Service. However, all parties at the NNC are committed to convening a meeting of the NNC pay working party to consider our options at this point in time.

#### **1.2.3.4 Harmonisation of hours in London Probation Trust**

In 2012, the NNC agreed to a voluntary buy-out of the 35 hour working week of non-probation officer staff working in pay bands 4 – 6 at London Probation Trust; with relevant staff offered a £1,000 one-off payment to harmonise hours with Probation Officer colleagues to 37 hours a week.

In January 2013, London Probation Trust approached the NNC to deliver a similar deal for staff working 35 hours a week on pay bands 1 – 3. UNISON consulted its members in London on these pay bands and there was no appetite for harmonisation. The suggested harmonisation was therefore dropped.

#### **1.2.3.5 Trade union facility time**

The Ministry of Justice appears determined to comply fully with the Cabinet Office-led demands on government departments to reduce trade union facility time, particularly

in relation to:

- the 0.1% limit on total facility time spending as a proportion of total pay bill costs
- a prohibition on any individual trade union representative working for more than 50% of his/her time on trade union duties.

The NNC has worked hard this last year to help Probation Trusts and trade union representatives to come to terms with these requirements, especially in respect of the provision of good quality management data on actual draw down of trade union facility time at local level; NNC circulars 9/2012 and 2/2013 refer. Alongside Napo, UNISON submitted a request to the Probation Minister Jeremy Wright on 21 May 2013 for all our Probation representatives who work above 50% of their working week on trade union duties to be exempt from the 50% ceiling required by the Cabinet Office. The Minister has agreed to defer the implementation of the 50% ceiling pending an assessment of the amount of additional work which the Transforming Rehabilitation reform will bring to those representatives. The status quo will remain until October 2013 pending this review.

#### 1.2.4 Equality and diversity

In the police service, UNISON has initiated a project in association with the British Association of Women in Policing and the police staff associations to carry out a major survey into sexual harassment in the service. A draft questionnaire has been drawn up in association with these partners, and external academic advice and guidance also secured.

In Probation, we have continued our dialogue with ABPO (formerly the Association of Black Probation Officers) and UNISON's National Black Members Committee to establish a protocol for joint working between us. The latest draft of the protocol was sent to ABPO in June 2013.

The SGE has maintained its links with the UNISON Self Organised Groups (SOGs). On 9 April 2013, SOG link representatives from the SGE met with SOG representatives and staff from UNISON's Membership Participation Unit to discuss joint working, particularly in relation to action on motions agreed at the 2012 Police and Justice Service Group Conference.

### 1.3 Objective 3: campaigning and promoting UNISON on behalf of members

#### 1.3.1 Police Staff England and Wales

Campaigning work on behalf of police staff in England and Wales has focused on the following: the continuation of our 'Stop Police Privatisation' Campaign, PCC information disclosure requirements, IPCC reform, the Police Reform and Social Responsibility Bill, participation in the design and initial operation of the College of Policing, on-going work with the Independent Policing Commission and the Home Secretary's Integrity Programme.

#### 1.3.1.1 'Stop Police Privatisation' Campaign

The Service Group congratulates the West Midlands Police Branch and UNISON's West Midlands region for their fantastic success in stopping the Business Partnering proposals being promoted by their Chief Constable and the Home Office in the run up to the PCC elections in 2012. Working closely with UNISON's Labour Link, the branch and the region campaigned throughout the PCC elections against the privatisation plans. The election of a Labour PCC for West Midlands Police, who was also opposed to the privatisation plans, saw the proposals shelved in November last year.

A similar outcome followed the election of the Labour PCC candidate for Bedfordshire Police, who stood on a ticket of opposing the plans of the force to collaborate with Cambridgeshire and Hertfordshire Police to join the G4S Lincolnshire Police framework. The three forces announced their withdrawal from any plans to sign up to the G4S framework earlier this year, following a fantastic campaign against privatisation by the UNISON branches in each force and UNISON's Eastern Region.

G4S was in the news again in July 2013 when the Justice Secretary Chris Grayling announced that he was referring the company to the Serious Fraud Office for an investigation into whether any criminal acts had been committed in the course of the company's overcharging the government for its prisoner tagging contracts. Serco was also implicated in the overcharging scandal, both on its tagging and prisoner escort contracts.

It is not clear whether the controversy over both companies was the cause of the collapse in July of the Thames Valley Police procurement of a custody privatisation framework. The framework could have seen a single private contractor take over the running of custody and detention services for six other forces, as well as Thames Valley: Gloucestershire, Hampshire, Wiltshire, Staffordshire, Warwickshire and West Mercia. Both G4S and Serco were among the 5 shortlisted bidders for the Thames Valley framework contract and it is possible that one of the companies was the leading contender for the contract at the time that the tagging contracts overcharging scandal broke? If this was the case, it might explain why the whole procurement process collapsed so suddenly.

On 25 April the Service Group organised a day seminar for the branches potentially affected by the Thames Valley Police custody framework to discuss campaign strategy and branch activity.

#### 1.3.1.2 Police and Crime Commissioners: information disclosure

In January 2013, branches were advised on the legislation requiring PCCs to publish all contracts to which they are party with a value over £10,000; POL/03/2013 refers. The



Elected Local Policing Bodies (Specified Information) Order 2012 will be very helpful in the campaign to get disclosure of information regarding key private contracts held by PCCs.

#### **1.3.1.3 Reform of Independent Police Complaints Commission (IPCC)**

There is long-standing Service Group policy to seek changes to IPCC regulations to make it possible for police staff to make a complaint to the IPCC in relation to their own force in respect of incidents that occur in non-work time. UNISON proposed a number of amendments to the Anti-Social Behaviour, Crime and Policing Bill to bring about progressive changes to IPCC procedures, including the above issue and the extension of IPCC powers of investigation to include police support volunteers. Our amendments were supported by Labour members of the Bill Committee, when they were debated in the Commons in June 2013, but defeated by the government.

UNISON continues to attend the IPCC Staff Association and Trade Union Liaison Committee, the last meeting of which was on 12 March 2013.

#### **1.3.1.4 College of Policing**

On 26 April 2013, the Service Group organised a seminar for police branches to discuss the design of the College of Policing from a police staff perspective. The event was well attended by branches and gave representatives the opportunity to put their views directly to members of the College design team.

The Chairperson of our Police Staff Sector Committee, Caryl Nobbs, is now representing members on the College Professional Committee of the College. UNISON has also written to the other police staff trade unions to agree the trade union nominee to the Board of the College.

#### **1.3.1.5 Police Integrity Programme**

In February 2013, the Home Secretary wrote to the Police Service to set out her proposals to improve integrity standards in forces. This followed a string of bad publicity for the service arising from poor ethical standards, mainly on the part of some senior leaders in the service. UNISON has accepted a place on the College of Policing Integrity Board which is overseeing the implementation of the Home Secretary's programme. The first piece of work being considered by the Board is a Code of Ethical Standards for the entire police workforce, which UNISON has commented on and which will be rolled out for wider consultation in the autumn.

#### **1.3.1.6 Independent Police Commission**

The Independent Police Commission, initiated by Labour, and under the stewardship of Lord Stevens is continuing its investigation into UK policing and will report in the early autumn. UNISON made a submission to the enquiry and has continued to work alongside the academics who have

been working for the Commission on a survey of police staff in England and Wales, which will form part of the eventual findings of the Commission

#### **1.3.1.7 Bilateral meetings with key police stakeholders**

The following bilateral meetings with key police stakeholders have taken place over the last 12 months to promote the interests of police staff in UNISON:

- Damian Green, Police Minister: 23 May 2013
- Alex Marshall, CEO, College of Policing: 15 January 2013, 24 April 2013
- Office of David Hanson, Shadow Police Minister: 20 June 2013
- HR Leaders in Policing: 8 July 2013

#### **1.3.1.8 Branch/regional visits**

The national officer made the following visits to branches/regions:

- Eastern Region Police and Justice Committee: 13 March 2013 & 13 June 2013
- Cymru/Wales Police and Justice Seminar: 21 March 2013

#### **1.3.1.9 Conferences and other events**

The Service Group was represented at the following events:

- Police Federation Conference: 14 – 15 May 2013
- APCC Employment Seminar: 23 January 2013
- Police Foundation Lecture: 11 July 2013

#### **1.3.2 Probation Staff England and Wales**

The fight against the government's reform proposals for the Probation Service and the launch of UNISON's 'Keep Probation Public – Keep Probation Local' campaign has been the main priority for the Service Group and our National Probation Committee.

#### **1.3.2.1 Transforming Rehabilitation**

Transforming Rehabilitation is the name of the Ministry of Justice project to abolish the Probation Service in England and Wales and divide up its work into a small national public probation agency and 21 community rehabilitation companies (CRCs). It is proposed to sell the CRCs to the private sector and pay for the contracts via an untried and untested payment by results system. The proposals will see the end of a local and public probation service and destroy the local partnership working on which community safety depends.

The proposals set out for the Probation Service by the government were published in its consultation paper 'Transforming Rehabilitation: A Revolution in the Way We Manage Offenders', issued on 9 January 2013. UNISON consulted branches on the proposals and submitted a detailed response by the deadline of 22 February. We used our response to set out our alternative plans for the Probation Service, which are for a locally commissioned

and democratically accountable service enabled by the delegation of Ministry of Justice funding to police and crime commissioners and/or local authorities.

Since February, UNISON has responded to the government's reform agenda by:

- Surveying all probation members, via a fully postal ballot, on their views on the reforms and their willingness to take industrial action to protect their jobs, pay and conditions. 32% of members responded to the survey, with 99% indicating their opposition to the plans and 85% willing to undertake industrial action.
- Preparing our probation membership records for any potential industrial action ballot that may be necessary later this year
- Lobbying members of the House of Lords over the Offender Rehabilitation Bill
- Encouraging members to write to their MPs and Police and Crime Commissioners to seek support for our campaign to Keep Probation Public – Keep Probation Local
- Keeping members up to date with campaign developments via a dedicated campaign bulletin and our Probation Face Book page
- Agreeing a joint working statement with our sister union Napo, committing us to joint action over the government's reform agenda
- Organising a parliamentary roundtable with Shadow Probation Minister Jenny Chapman, in association with the Local Government Information Unit, on 22 April 2013 to promote our 'Primary Justice' concept for local probation services
- Attending weekly negotiating meetings with Ministry of Justice Officials to represent the interests of UNISON members in the on-going consultation over the design of the government's reform proposals
- Working at the National Negotiating Council to put in place the necessary protections for UNISON members affected by the government's reforms

#### 1.3.2.2 Licence to Practice

UNISON has continued to represent members interests on the Probation Chiefs Association/Probation Association working party which is developing ideas on a potential Probation Institute to safeguard professional standards in a post-privatisation environment for Probation.

#### 1.3.2.3 Approved premises

In September 2013, the National Probation Committee initiated a branch survey on conditions in approved premises, particularly in relation to waking night cover.

#### 1.3.2.4 Meetings with key probation stakeholders

The following bilateral meetings have taken place with key probation stakeholders over the last 12 months to represent the interests of UNISON probation members:

- Jeremy Wright MP, Minister for Prisons and Probation:

13 February 2013, 13 June 2013, 6 August 2013

- Jenny Chapman MP, Shadow Prisons and Probation Minister: 23 January 2013

#### 1.3.2.5 Branch and regional visits

The national officer made the following visits to probation branches/UNISON regions in the last 12 months:

- Avon and Somerset Probation Trust Staff Conference: 18 March 2013
- Leicester and Rutland Probation Trust: UNISON and Napo public meeting: 28 June 2013
- Derbyshire Probation Trust: 13 September 2013

#### 1.3.2.6 Conferences and other events

The following probation conferences and events were attended:

- Probation Chiefs Association Conference:
- Napo AGM

### 1.4 Objective 4: Developing an efficient and effective union

#### 1.4.1 National Service Group Structure

The Police and Justice Service Group National structure is now well established. The Police and Justice Service Group Executive has met on four occasions since the 2012 Conference to agree the priorities and objectives for the whole Police and Justice Service Group. The next elections to the Executive will commence in January 2014.

National Sector Committees which are responsible for negotiating national terms and conditions are also now established for the Police Staff Council England and Wales, Probation and CAFCASS. The national structure in Scotland may need to be reviewed to reflect the creation of Police Scotland.

#### 1.4.2 Regional/ national structures

Regional and national Police and Justice structures have now been established or are being developed in Eastern Region, East Midlands Region, Northern Region, North West Region, South East Region, South West Region, Scotland, Cymru/ Wales, West Midlands Region and Yorkshire and Humberside Region. In Greater London where we do not organise, police staff members are organised in the London Probation Branch and the Local Government Organisations Branch.

#### 1.4.3 Branch structures

Branch structures continue to be developed with a range of options to meet the needs of Police and Justice Members being established. These have included Police and Justice branches for members employed in the police and probation service within the same force and trust area, regional probation branches and some probation members continuing to be organised within local government branches. All CAFCASS Members are organised within the North West Probation and CAFCASS branch.

#### **1.4.3 Police and Justice Conference**

The Police and Justice Conference is now a well established event in the UNISON Calendar and incorporates policy development through consideration of motions, and elements previously associated with the police staff and probation seminars including external speakers, presentations and workshops.

#### **1.4.4 Police and Justice Service Group budget**

The Police and Justice Service Group was allocated a budget of £138,000 for 2013 to cover national campaigning and operational initiatives, national meetings and the administration of the service group at national level. Last year the Police and Justice Service Group spent £120, 580 on these areas.

## Section 2: national / regional reports

### 2.1 Eastern Region

The Eastern region Police and Justice committee has continued to support the local branches and representatives to achieve UNISON's Regional and National aims and objectives. There have been four general meetings of the regional committee along with an Annual General meeting and a number of project meetings to support specific campaigns.

The police and probation branches in Eastern region have continued to face major challenges this year including potential outsourcing, budget cuts, collaboration, changes to working practices and reorganisations. The Eastern Region Police and Justice Committee members have continued to provide support to their respective representatives and UNISON members, whilst supporting each other with the respective branch campaigns.

The Eastern Region Police and Justice committee has led a number of high profile campaigns during 2012/13. There have been a number successful petitions and e-petitions across the region with the aim of stopping police privatisation. The representatives from the committee have developed specific merchandise to support their campaigning activities including a wrist band to highlight the 'fight police privatisation campaign'. In recent months this has been adapted to include campaigning to stop probation privatisation. Committee representatives have shared best practice and supported each other's respective branches with their specific campaigns. Work with the local media and community groups continues. The Eastern region Police and Justice committee has continued to raise the profile of the Police and Justice Service Group within all media outlets and with local community groups highlighting the issues facing UNISON members and the impact of budget cuts and potential privatisation on the public services.

The total membership for the Police and Justice service members in Eastern Region continues to grow. There are a number of specific recruitment and organising projects which have been successfully undertaken during 2012/13, recruiting new members and activists. A number of new projects will be initiated from the committee development plan which was presented to the Police and Justice committee AGM in March 2013.

All branches in Eastern region sent delegates to the 2012 UNISON Police and Justice conference. Assistance was provided to less experienced representatives to support

them speaking at conference, with many first time speakers being motivated to address the conference.

The Eastern region probation branch is now well established and enters its first year as a stand-alone branch. The Eastern Region Police and Justice Committee will continue to offer support if and when it is required.

The Police and Justice Committee continues to ensure that the committee is representative of all areas of the membership.

A regional plan was produced to support the work that the Police and Justice Committee wished to undertake in 2013. The aims of the Police and Justice Committee are to:

- To increase and retain members and activists, and ensure that there is a well organised membership which meets the needs of all members, whilst working to achieve UNISON's Regional and National aims.
- To continue to support local, Regional and National campaigns and encourage the membership to fully participate.
- To organise, campaign and use the media to ensure UNISON's message is heard.
- To familiarise ourselves with the relevant reports and their implications and communicate any potential changes to our members to keep them up to date with all the developments and encourage them to participate or take action when appropriate or relevant.
- To ensure the views of members within the Police and Justice Services are sought and feed into the National and Regional structures, whilst feeding back to the membership and the branches from the wider UNISON structures.

The Eastern Region Police and Justice Committee profile has been raised this year both internally within UNISON and externally with our members, the public, community groups and the media. The committee plan for the forthcoming year will build on this work to ensure our members voices continue to be heard.

### 2.2 East Midlands

The police and justice branches in the East Midlands have, like those in the rest of the country, been under immense pressure during the last year to maintain membership levels in the face of budget cuts. All branches have increased their attempts to recruit and retain members and have been aided in this by targeted assistance from Regional Office Staff.

Police branches have started to see the personalities of their respective Police and Crime Commissioners have an effect on their forces. Some of the troubles in Lincolnshire, where the Chief Constable was suspended, have made national news, as has the appointment to senior positions of a number of acquaintances of the Northamptonshire PCC. However, some good working relationships have been established, and not always with the likeliest of PCCs.

The East Midland's Probation Branch has faced challenges, due to the turnover of activists, but has played a full part in the campaign to oppose the privatisation of probation, as well as maintaining a good service to members. In June, a public meeting in Leicester was organised jointly by the branch, with the local Napo branch, to expose the Government's dangerous reform plans for Probation.

The last year has seen G4S lose hope of winning contracts with some of the forces it had targeted. Perhaps, as a consequence, it appears to have stepped up the pressure to make a profit from its Lincolnshire Police contract, which it had previously treated as something of a shop window. This has been evidenced by an increasing number of reorganisations, which have provided the company with an "ETO" reason for ending TUPE protection.

It was also noticeable that shortly after Lincolnshire Police and G4S had celebrated the contract's "successful" first year, an HMIC report was issued showing that privatisation actually undermined Lincolnshire's future viability, because it restricted the force's options going forward. The local branch continues to do well in both retaining transferred staff and recruiting new employees so the UNISON density of membership remains at a reasonable level.

## **2.3 Northern Region**

The regional service group continues to meet on a regular basis with full participation from all police staff branches and representatives from Northumbria Probation Trust.

As reported last year recruitment has been difficult due to the recruitment freeze imposed by employers but branches are maintaining their respective density of membership. Despite the difficult climate a number of recruitment initiatives are underway with target areas identified throughout the region.

One of the most important events of last year for police staff was the election of the Police and Crime Commissioners in November. The Northern Region branches engaged actively with the regional committee and Labour Link and we were successful in getting the three candidates supported by UNISON elected.

The constructive relationship has continued since the election and the PCCs are meeting with the branches on a regular

basis. All are committed to keeping services in the public sector and recently signed up to the Living Wage Campaign.

Stage 2 police staff transfer discussions are now underway with the full involvement of all branches.

Some of the issues faced by the branches in the region during the last year are as follows:

### **2.3.1 Cleveland Police**

Despite the guarantee from Cleveland Police and Steria that there would be no compulsory redundancies for the 10 year duration of the Steria contract this was broken last year within 18 months of the contract being signed. Following successful negotiations by the Steria stewards supported by the branch less than 30 posts were lost and the vast majority of these were through voluntary redundancy, early retirement or redeployment.

The branch is currently engaged in the job evaluation process following the force agreement to use the preferred 13 factor scheme.

### **2.3.2 Durham Police**

The force with branch support continue to manage the budget reductions by reorganisation along with the limited use of early retirement and voluntary redundancy, however they have expressed concern in relation to the anticipated cuts in 2015/16.

The branch has successfully lead the way to improving the legal service UNISON receive from Thompsons by ensuring legal support will now be available for all Post Incident Management interviews.

### **2.3.3 Northumbria Police**

The branch has again managed to negotiate another round of staff reductions without any significant number of compulsory redundancies. It is now recognised that remaining staff are under considerable pressure and any further cuts to police staff will be untenable.

Following a successful campaign by the branch, the soft market testing of the Custody Service has been scrapped and improvements will be looked at by an in house review.

### **2.3.4 Northumbria/ Durham and Tees Probation Services**

There have been a limited number of job losses and these have all been achieved by voluntary redundancy.

Probation stewards and their branches are engaged in the fight against privatisation and they have been supported by branches across the region from all sectors, with a number of local MPs and all the region's PCCs supporting UNISON's campaign.



## 2.4 North West

### 2.4.1 Police Staff

Police forces in the North West are subject to massive cuts in funding, this is resulting in large numbers of our police staff members losing their jobs or having their terms and conditions attacked and will impact on the service offered to the public.

The regional committee, with assistance from Maria Moss, regional organiser, has been successful in fighting plans to introduce a North West Regional Fingerprint Collaboration which would have resulted in our members working within Fingerprint Bureaus either losing their jobs or having to face relocation from their current forces to a centralised bureau based in either Cheshire or Greater Manchester. Following strong representations from UNISON, North West Chief Constables decided not to go ahead with the plans.

Police and Crime Commissioners have now been elected in all forces in England and Wales and branches within the North West have been proactive in building relationships with PCCs in order to make sure that our members' voices are heard and issues affecting police staff and public safety are high on the PCC's agenda. Unison Labour Link along with all North West Unison Branches campaigned hard to make sure that we delivered as many Labour PCCs as possible, with three of the five forces in the North West being won by Labour candidates. In real terms, our first experiences following the appointment of PCCs in the North West has been influenced as much by the people elected as their political persuasion.

Moving forward, the Committee will be concentrating on campaigning against the cuts to the police service, which are now so severe that many forces will have to make some difficult decisions such as having to stop investigating certain types of crime, as they will no longer have the resources to do so thus creating a serious risk to public safety. The Committee plans to highlight these issues with MPs, Police and Crime Commissioners and the public through the media.

Police branches have worked hard to sustain membership levels in the face of reviews being revisited in the same departments time and again which is affecting the number of VRs available to forces. Despite the number of job losses, membership levels have been maintained and in some branches slightly increased.

### 2.4.2 Probation

Facility time within the Probation Service is under attack and discussions with employers are currently being held as the government's pressure to enforce the same restrictions on facility time as those imposed on the civil service continues.

Negotiations on removal of sleep-in allowances have been ward off but increases in private security staff in some North West high risk offender provision remains a concern.

Probation trusts have been prevented by the government from entering private / public partnerships to try and bid for work which is resulting in the privatisation of two thirds of the service.

The Early Day Motion submitted to the House of Commons highlighting concern on the government's plans to outsource the core tasks of the Probation service was used to encourage all members to play their part in the North West and has resulted in more members joining the union. Our campaign will now move to educate the public and those staff who believe that this will not affect the risks to public safety, bad use of public money in addition to the threat of reduced job security and terms and conditions.

At the time of writing members are participating in the national pre-ballot survey to gauge the strength of opposition to the privatisation proposals and asked whether they will consider taking industrial action in defence of this attack. Meetings have taken place with members across all the North West trusts to galvanise a yes vote and to reassure members that we are still seeking to safeguard their interests whilst opposing government proposals.

All North West MPs have been written to giving them an overview of our position and the inherent dangers in the proposals as identified by the Ministry of Justice risk assessment. We have alerted MPs that our members, their constituents, will be writing to them to represent their interests when the Offender Rehabilitation Bill (ORB) comes before the House in September and members are advised that the time for pressure on this key part of these actions. All North West PCCs have been written to with the same message.

### 2.4.3 CAF/CASS

Members within CAF/CASS are facing a major programme of closures/transfers of workplaces with an inconsistent approach to consulting staff or trade unions. Negotiations on key policies have taken place these include absence, travel and subsistence. There are major issues outstanding on workloads, allocation of work, monitoring and supervision, remote working and IT problems.

An ongoing dispute involves the failure by the employers to adhere to their own policies. The budget has been reduced by two million pounds and the service is due to be transferred from DFE to Ministry of Justice in 2014, but there has been no engagement with UNISON on the schedule or arrangements regarding the remit of the transfer. CAF/CASS continue to centralise services and are relying more on remote working without the safeguards and recognition of practical issues regarding this type of work.

For practitioners the pressure to meet deadlines affected by government changes and with less staff is affecting morale significantly. As a national branch the geographical range continues to impact on the demands on reps, especially with the reduced facility time for our full time CAFCASS seconded officer.

## **2.5 Scotland**

The last 12 months have been very busy within Scotland as we have prepared and dealt with the merger of the eight police forces, the Scottish Police Services Authority (SPSA) and the Scottish Crime and Drug Enforcement Agency (SCDEA) into one single service covering the whole of Scotland.

The Police Service of Scotland (PSoS) came into effect on 1 April 2013. To coincide with the formation of the new service the regional committee set up a new branch for Police Staff called UNISON Police Staff Scotland and this was formally vested on 1 July. We are the largest police branch in the UK with 3,500 members.

The formation of the new Police Service of Scotland has been blighted by in house fighting between the new chief constable and the new chair of the Scottish Police Authority (SPA) as the chair of the SPA tried to build an empire for himself, taking control of many of the functions such as HR, Finance, Estates, and Procurement.

Despite being under the constraints of a reducing police budget and the political pledge imposed by the Scottish government to maintain 17,234 police officers, we still ended up with a situation where we had two directors of HR and two directors of Finance as the PSoS and the SPA fought over who would have control over what functions. All of this at a cost to police staff numbers!

The negotiating team campaigned hard on these issues, meeting regularly with the chair of the SPA Vic Emery, the Chief Constable Sir Stephen House and the Justice Minister Kenny MacAskill, to highlight our concerns and the impact this will have on police staff numbers and the future delivery of the service.

We had success in June when it was announced that three key players, including the interim Chief Executive of the SPA had resigned and that all the functions with the exception of Forensics would be returned to the PSoS.

UNISON is still campaigning for a balanced workforce and calling on the Scottish government to drop their manifesto pledge of 17,234 police officers and allow the SPA and PSoS to ensure the right people are doing the right jobs and provide best value for money.

We have seen over 1000 staff leave the service through

VR/ER and in order to meet the budget deficit it is expected that a further 1,500 staff will have to leave before the end of the year.

As a result of this the new UNISON Police Staff Scotland Branch has seen a marked increase in members reporting workplace stress due to increased workloads. This is made worse as members face an uncertain future during the restructuring process and the worry of whether their job will still exist in the future. In addition to this we are seeing more and more police officers being pulled from the front line to carry out tasks previously carried out by our members.

The branch has recently sent out a stress survey to all its members so that we can collate any evidence of increased stress, if so we will take the results to the employer and apply pressure on them to address any issues raised, as they have a duty of care for all employees.

The new branch will continue to campaign and fight to maintain our members' jobs and to get a balanced workforce with the right people doing the right job.

## **2.6 South West**

It has been another busy year for the regional Police & Justice Service Group, one that has seen restructures, changes to staff roles and voluntary and compulsory redundancies coming to fruition. We have fared no better than any other Service Group on the government cuts agenda.

We are happy to report that we have successfully transferred probation members into the five regional police branches and we are now all Police & Justice Branches. Probation stewards have been integrated into the local structures and are playing an active part in the new branches as well as at a regional level. We also have two new representatives on the National Probation Committee so the voice of the South West is now being heard loud and clear.

At the end of last year the new PCC's were elected and we are still going through a period of uncertainty. Our members have transferred painlessly to the employment of the PCC's however we are still facing negotiations regarding the stage 2 transfer. Add to this that the majority of Police and Justice branches are now dealing with new Chief Constables as well as new PCC's – we live in interesting times. Worryingly for our members, Wiltshire Police has embarked on a piece of work that could eventually see a large percentage of Police Staff transfer to Wiltshire Council. The PCC will commission services from the Council rather than employ staff himself. The transfers have already begun and the branch is working closely with regional and national staff, taking legal advice on how best to challenge and fight these transfers. The regional SGE is

supporting the branch and will assist with the campaign of resistance when appropriate.

We continue to be involved in the national 'Stop Police Privatisation' campaign and are working closely with branches to monitor any moves towards this end in whatever guise. A priority campaign for this year will be to fight privatisation in our custody suites and to challenge forces throughout their procurement process where this has already occurred and where contracts are up for tender again.

Collaboration remains high on the individual PCC's agendas as a way to increase efficiency and save money. This area is picking up momentum now that the changes of leadership have concluded and we are seeing Forces look beyond the traditional collaboration approach with other South West Forces and start to look further a field for collaboration opportunities.

Most Forces have now either completed their cuts driven restructures or are well along the way, so this next year will prove just as challenging as the last. The next CSR is waiting in the wings, so even though they have cut the thin blue police staff line to the nth degree, there will be more to come and the regional SGE is well positioned to assist branches and coordinate the efforts to maintain jobs and conditions for our members.

Like other regions our probation colleagues are facing huge attacks. Government proposals to make drastic changes to the probation service makes the coming year challenging to say the least. The regional SGE will work with branches to ensure that branches contribute to the debate, defending jobs and services.

The regional SGE has developed their work plan for 2013 following decisions taken at conference in 2012. This approach ensuring that we remain focused during what has been and will continue to be a challenging and difficult time. We will also continue to work closely with the national SGE providing information and support wherever possible.

## 2.7 Cymru/Wales

Report to follow.

## 2.8 West Midlands

2012 was dominated by the threat of privatisation of Police Staff in the West Midlands Police Force. This tied in with the campaign for the Police and Crime Commissioners. The success of the West Midlands Police Branch working with Labour Link and the Labour Party, placed privatisation high on the agenda of the election. Bob Jones the Labour candidate was elected and his first act was the scrapping of the "Business Partnering for Policing" Privatisation proposals, a victory for UNISON and Labour.

In the other Force areas, the Conservatives won the Staffordshire Police and Crime Commissioner while independents won in Warwickshire and West Mercia.

Elsewhere across the region the year has been dominated by a near merger between West Mercia Police and Warwickshire Police. This close collaboration is now coming to a point where significant numbers of Police Staff will be facing either compulsory redundancy or redundancy caused through relocation.

Probation Services are now facing a threat of privatisation as the government pushes through its ill thought out Transforming Rehabilitation. The speed of the changes as the Government rush through these changes is causing severe problems on the ground. Members are anxious about their future, whether it will be in the National Probation Service or in the so called "Community Rehabilitation Companies". Although there is talk of a Mutual CRC covering Warwickshire and West Mercia, members are aware that the likes of G4S and Serco are circling looking to make money out of the probation at the expense of the service, the staff, the users and the general public.

Finally the Service Group says goodbye to two stalwarts of UNISON Staffordshire Police Branch. Michael Shepherd the branch secretary and member of the National Service Group among other positions that he has held in UNISON, is retiring in June and Dawn Critchley the former assistant branch secretary and member of the Regional Service Group retires in April. Both will leave a gap in the organisation, but have worked hard to ensure that their successors take over the branch and continue the good work.

## 2.9 Yorkshire and Humberside

The last 12 months have seen unprecedented change for Yorkshire and Humberside Police and Justice Members.

The election of the new four area Police and Crime Commissioner roles has ushered in a period of instability for the workforce, each with differing views as to what functions and staff should ultimately transfer as part of the 2nd stage transfer to Chief Constables. Regionalisation was full speed ahead at this time last year, however given the differing party political views of newly elected PCC's with Humberside and North Yorkshire electing Tories and West and South Yorkshire electing Labour PCC's any regional co-operations have more or less ceased. The regional SGE carried a motion calling on the next Labour government to abolish the PCC posts.

Probation service members in Yorkshire are also embarking on potential turmoil as the government lurches towards an ill fated attempt to privatise the service in the face of a growing body of evidence of failing large companies such as Serco and G4S etc, and usher in a 'payment by

results' system for rehabilitation services. Regionally we have co-ordinated many workplace meetings during the consultation exercise which has resulted in increased awareness of the dangers and engagement from members in helping defend the service, as well as recruiting new UNISON members and activists.

## Section 3: action on 2012 service group conference motions

This section in the annual report provides an update to Conference on the action taken since the last Service Group Conference on motions passed at the previous Conference.

### Composite A: Stop Police Privatisation

- Convened meeting of branches/regions involved in Thames Valley Police (TVP) Custody Framework procurement: 25 April 2013
- Provided model letters for branches involved in TVP Custody Framework procurement to send to forces
- Meeting with Bedfordshire, Cambridgeshire and Hertfordshire Police Branches on 13 June to discuss procurement, post G4S
- Preparation of APSE written Service Group Police Privatisation Guide (GPF funded project)
- Design and publication of 'Stop Police Privatisation' postcards for PCC elections in 2012
- 'Stop Police Privatisation' key facts page on new UNISON website
- Meeting with self organised groups on 9 April 2013 to agree joint action in relation to impact of privatisation on women police staff
- Launch of UNISON 'Keep Probation Public- Keep Probation Local' campaign – Spring 2013

### Motion 3: No to Privatisation of Police and Justice Services

- Meeting with self organised groups on 9 April 2013 to agree action in relation to motion
- Action pending

### Motion 7: Outsourcing, low pay and the Living Wage

- Police and Crime Commissioner Employment Charter issued to police branches for submission to Police and Crime Commissioners in November 2012, seeking commitment to becoming a living wage employer
- Most PCCs refuse to sign charter

### Motion 8: Workplace consultants

- POL/06/2013 issued on 2 April 2013, asking branches for information on employment of workplace consultants
- Very low response rate from branches makes delivery of motion difficult

### Motion 9: Changes in workplace demographics

- Action pending

### Motion 10: Disability leave and disabled police and justice staff

- Meeting with self organised groups on 9 April 2013 to agree action in relation to motion

- Action pending

### Motion 11: Hate crime- a workplace issue

- Meeting with self organised groups on 9 April 2013 to agree action in relation to motion
- Action pending

### Motion 12: Police staff burn out

- Action pending

### Motion 13: Scottish Police Value Added Tax (VAT) liability

- Action pending

### Motion 14: Facility time campaign

- Negotiations at Probation Service National Negotiating Council to seek appropriate safeguards in relation to Ministry of Justice implementation of Cabinet Office attacks on trade union facility time in Probation Service
- Submission to the probation minister, with Napo, on 21 May 2013 of request for blanket exemption for trade union representatives on above 50% facility time from requirement to meet 50% maximum limit
- Publication of NNC joint circulars 9/2012 and 2/2013 with information for probation trusts and local trade union representatives regarding trade union facility time

### Motion 15: Police and Crime Commissioners

See action for Composite A

### Motion 16: Chief Constable / Police and Crime Commissioner – Two-Tier Workforce?

- PCC Employment Charter, issued November 2012, asks PCCs to sign up to the following:
  - no difference in the pay and conditions of the pay and conditions of police staff working for the PCC and the chief constable
  - a single job evaluation scheme to cover both parts of the workforce
  - a single harmonised police staff workforce.

### Motion 17: Police and crime commissioners

- Meeting with self- organised groups on 9 April 2013 to agree action in relation to motion.
- Action pending.

### Composite B: Working with Police and Crime Commissioners

Production of 'Stop Police Privatisation' campaign postcard for PCC elections in key constituencies.



- Letter to Tony Lloyd, Leader of PCC Labour Group, on 20 June 2013 regarding UNISON's 'Keep Probation Public – Keep Probation Local' campaign.
- Local political work with key Labour PCCs.
- Meeting with APCC to discuss future bilateral relationships and UNISON Police and Justice Service Group Conference.
- Submission of PCC Employment Charter to all PCCs in November 2013.

#### **Motion 22: Winsor Review**

- Negotiations over Winsor Review on-going at Police Staff Council.
- No change to police staff terms and conditions.

#### **Motion 23: Winsor Recommendations**

- Negotiations over Winsor Review on-going at Police Staff Council.
- No change to police staff terms and conditions.

#### **Motion 24: Future of Police Staff Pay and Conditions (England and Wales)**

- Negotiations over Winsor Review on-going at Police Staff Council
- No change to police staff terms and conditions

#### **Motion 25: Loss of allowances owing to Winsor**

- Negotiations over Winsor Review on-going at Police Staff Council
- No change to police staff terms and conditions

#### **Motion 26: Uniforms in probation**

- Action pending

#### **Motion 27: Grievance procedures**

- POL/09/2013, published 3 April 2013, asked police branches for information on uptake of PSC model misconduct procedures and level of support for PSC model grievance procedures.
- PSC Committee to review outcome of survey.

#### **Motion 28: Standby on rest days and bank holidays**

- Motion LOST.

#### **Motion 29: Putting equalities back on the agenda**

- Equalities issues central to negotiating agendas at Police Staff Council and Probation National Negotiating Council

#### **Motion 30: Revitalising health and safety**

- Action pending.

#### **Motion 32: Independent Police Complaints Commission (IPCC)**

- Lobbied IPCC over prohibition of police staff raising complaints regarding off-duty incidents at regular staff association and trade union liaison meetings.

- Lobbied police minister at regular meetings.
- Submitted amendments to 2013 Anti-Social Behaviour, Crime and Policing Bill.

#### **Motion 33: Private life**

- Action pending.

#### **Motion 34: Police professional body**

- Participation on behalf of police staff in College design work.
- Seminar held for police branches on 26 April 2013.
- UNISON takes up seat on College Professional Committee: May 2013.

Consultation with other police staff trade unions to nominate to trade union seat on College Board.

#### **Motion 35: Police Community support Officers (PCSOs) being used as police officer apprenticeships**

- Action pending.

#### **Motion 36: Young member recruitment and organisation**

- Action pending.

#### **Motion 38: Recruitment materials for Shift and Weekend Workers**

- Action pending

#### **Motion 39: International ties**

- Action pending.

## Section 4: Appendix A

### Composition of the Police and Justice Service Group Executive

Chair – Caryl Nobbs  
Vice Chair – Debi Potter

#### Police staff regional representatives

##### Eastern

Barry Faber	General seat
Tracey Grant	Female seat

##### East Midlands

Vacancy	General seat
Carol Standish-Leigh	Female seat

##### Northern

Arthur Dickinson	General seat
Caryl Nobbs	Female seat

##### North West

Clive Haslam	General seat
Stephanie Bell	Female seat

##### Scotland

Vacancy	General seat
Michelle Brady	Female seat

##### South East

Peter Saville	General seat
Kathy Symonds	Female seat

##### South West

Patricia Gardener	General seat
Debi Potter	Female seat

##### Cymru/Wales

Eileen Price	General seat
Linda Sweet	Female seat

##### West Midlands

Vacancy	General seat
Jill Harrison	Female seat

##### Yorkshire & Humberside

Garry Bull	General seat
Michelle Steinbergen	Female seat

##### NEC members

Maureen le Marinell	Female seat
Chris Hanrahan	General seat

### Police Staff Council (Scotland)

#### Sector Committee – Chair

George McIrvine	General seat
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#### Probation Sector Committee

Jyoti Chauhan	
Jenny Martin	
Neil Richardson	
Amy Stafford	

#### CAFCASS Sector Committee

David Jolly	General seat
Vacancy	Female seat

## Appendix B

### Sector Committee Membership

#### Police Staff Council (England and Wales)

##### Sector Committee

Liz Davidson	Eastern
Mark Trask	Eastern
Chris Hanrahan	East Midlands
Carol Standish-Leigh	East Midlands
Arthur Dickinson	Northern
Caryl Nobbs	Northern
Maureen Le Marinel	North West
Bill Burton	North West
Andy Stenning	South East
Kathy Symonds	South East
Neil Wooldridge	South West
Debi Potter	South West
Alyson Thomas	Cymru/Wales
Kim Shurmer	Cymru/Wales
Naomi Rockcliffe	West Midlands
Vacancy	West Midlands
Garry Bull	Yorkshire & Humberside
Michelle Steinbergen	Yorkshire & Humberside

#### Police Staff Council (Scotland) Sector Committee

Raymond Brown	Strathclyde Police
Norma MacKenzie	Strathclyde Police
George McIrvine	Tayside Police
Lucille Inglis	Lothian and Borders Police
Barry Nicol	Fife Constabulary
Frank Winston	Northern Constabulary
Michelle Brady	Grampian Police
John Green	Dumfries and Galloway Police
Raymond Farrell	Central Constabulary
Michelle Pounder	Scottish Police Services Authority

#### National Probation Sector Committee

Lauren Bleach	Eastern
Frank Radcliffe	Eastern
Stevie Lishman	East Midlands
Julie Preston Oliver	East Midlands
Tim Allwood	Greater London
Tunde Philbert	Greater London
Lee Middlemass	Northern
Vacancy	Northern
Kevin Allsop	North West
Louise Watson (job share)	North West
Tracey Galloway-Smith (job share)	North West
Lucinda Gwynne	South East
Carol Lee	South East
Wendy Stuart	South West
Rob Murkin	South West

Robert Robbins	Cymru/Wales
Vacancy	Cymru/Wales
Imitiaz Khan	West Midlands
Jenny Martin	West Midlands
Helen Burton	Yorkshire and Humberside
Neil Richardson	Yorkshire and Humberside

#### CAFCASS Sector Committee

Penny Foreman	Central
Sharon Myhill	Central
Les Rowlands	Central
Bernard Toland	Northern
Paul Sambrooks	Northern
Dave Welsh	Northern
David Jolly	Southern

## Appendix C

### Representation on Negotiating Bodies

#### Police Staff Council (England and Wales)

##### Trade union side

Arthur Dickinson  
Chris Hanrahan  
Maureen Le Marinel  
Caryl Nobbs  
Carol Standish-Leigh

#### Pay and Reward Working Party

Caryl Nobbs  
Chris Hanrahan

#### Technical Working Party

Caryl Nobbs  
Chris Hanrahan

#### Police Staff Council (Scotland)

##### Trade union side

Norma MacKenzie  
George McIrvine  
Lucille Inglis  
Barry Nicol  
Frank Winston  
Michelle Brady  
John Green  
Raymond Farrell  
Michelle Pounder

#### Probation National Negotiating Council

##### Trade union side

Jenny Martin  
Julie Preston Oliver  
Neil Richardson  
Lucinda Gwynne

#### CAFCASS National partnership

##### Trade union side

David Jolly

## Appendix D

### Representation by Service Group Executive members/staff on internal and external bodies

Appointment to	Current representatives and substitutes
Service Group Liaison Committee	Caryl Nobbs
IPCC Trade Union and Staff Association Liaison Committee	Caryl Nobbs
Home Office Science & Technology Strategy	Vacancy
ACPO Forensic Science Business Group	Vacancy
ACPO Crime Scene Investigation Board	Vacancy
UNISON National Health & Safety Committee	Michelle Brady
UNISON National Self-Organised Group Liaison	
• Black Members	Jenny Martin
• LGBT	Vacancy
• Women	Kathy Symonds
• Disabled Members	Debbie Potter
Skills for Justice Committees	
• Police and Law Enforcement Committee	Caryl Nobbs
• Community Justice Committee	Neil Richardson
ACPO Working Groups	Vacancy
• Professional Standards	Chris Hanrahan
• Joint Working Group on Occupational Health and Welfare for the Police Service	Chris Hanrahan Carol Standish-Leigh (sub)
• ACPO Volunteers Working Group	Caryl Nobbs
Rule 1 Appeals Panel	Caryl Nobbs, Barry Faber, Clive Haslam
Airwave Police Users Group	Vacancy
Airwave National Health Study	Chris Hanrahan
Airwave Ethics Committee	Vacancy
Police Advisory Board	Caryl Nobbs, Ben Priestley
NPIA Strategy Board	Caryl Nobbs



## Appendix E

### Police and Justice SGE attendance record 2012-13

Members	Basis of representation	19-20 July 2012	12 Oct' 2012	06 Dec' 2012	26 Feb' 2013	14 May 2013	18-19 July 2013
Bell, Stephanie	North West Region (from 06/13)	N/A	N/A	N/A	N/A	N/A	1
Brady, Michelle	Scotland	1	1	1	1	1	1
Brown, Raymond	Scotland (until 03/13)	1	A	1	1	N/A	N/A
Bull, Garry	Yorkshire and Humberside Region	1	1	1	1	1	1
Chauhan, Jyoti	Probation Sector Committee	1	1	1	A	1	1
Dickinson, Arthur	Northern Region	1	1	1	1	1	1
Faber, Barry	Eastern Region	1	1	1	A	1	1
Grant, Tracy	Eastern Region	1	1	1	1	A	1
Gardener, Patricia	South West	1	1	A	A	0	A
Hanrahan, Chris	East Midlands Region (until 01/13)						
	NEC Service Group Rep (from 06/13)	1	1	1	N/A	N/A	A
Harrison, Jill	West Midlands	1	1	1	1	1	1
Haslam, Clive	North West Region	1	1	A	1	1	1
Jolly, David	CAFCASS Sector Committee	A	1	1	1	1	1
Le Marinel, Maureen	NEC Service Group Rep	1	1	1	A	1	1
McIrvine, George	Scottish PSC Sector Committee	1	1	1	1	1	1
Mackfall, John	NEC Service Group Rep (until 06/13)	1	A	1	1	1	N/A
Martin, Jenny	Probation Sector Committee	A	1	1	1	1	1
Nobbs, Caryl	Northern Region	1	1	1	1	1	1
Price, Eileen	Cymru Wales Region (from 11/12)	N/A	N/A	1	1	1	A
Potter, Debi	South West Region	1	1	A	1	A	1
Richardson, Neil	Probation Sector Committee	1	1	1	1	1	1
Saville, Peter	South East Region	1	1	1	1	1	1
Shepherd, Michael	West Midlands Region	1	1	A	1	1	0
Stafford, Amy	Probation Sector Committee	A	1	A	0	0	0
Standish-Leigh, Carol	East Midlands Region	1	1	1	1	1	1
Steinbergen, Michelle	Yorkshire & Humberside	1	1	0	0	A	1
Sweet, Linda	Cymru Wales Region	1	1	1	1	1	A
Symonds, Kathy	South East Region	1	1	1	1	1	1
Thompson, Heather	North West Region (until 01/13)	1	1	A	N/A	N/A	N/A

1 — attended

A — apologies received

NA — not eligible to attend

0 — non attendance /apologies not recorded

# Appendix F

## Service Group meetings/negotiating meetings

### Police and Justice Service Group Executive

10 October 2012  
6 December 2012  
26 February 2013  
14 May 2013  
18/19 July 2013

### Police Staff Council Sector Committee (England and Wales)

7 November 2012  
7 February 2013  
4 June 2013

### Police Staff Council Sector Committee (Scotland)

There were no meetings of the Police Staff Sector Committee in Scotland between October 2013 and March 2013 due to the change in the collective bargaining process and the creation of a single Police Staff Scotland branch.

### Police Staff Council trade union side

8 November 2012  
1 March 2013  
15 May 2013  
12 September 2013

### National Probation Sector Committee

22 January 2013  
10 April 2013  
6 June 2013  
17 September 2013

### Probation Service National Negotiating Council

23 January 2013  
17 April 2013  
24 July 2013

### National CAFCASS Sector Committee

9 October 2012  
6 March 2013  
8 May 2013  
25 July 2013

## Appendix G

### Service Group branch circulars – August 2012 to September 2013

Circular number	Date	Subject
<b>Police and Justice circulars</b>		
PJ/01/2013	02/07/2013	UNISON briefing for DGLS LGPS Fund and governance
PJ/02/2013	08/08/2013	National LGPS Seminar
<b>Police Staff circulars</b>		
POL/17/2012	03/08/2012	Police Staff Council pay offer accepted
POL/18/2012	05/10/2012	Questions for Police and Crime Commissioner candidates
POL/19/2012	30/10/2012	Connect: 'Police and Crime Commissioners Summit' conference
POL/20/2012	09/11/2012	Police and Crime Commissioners – staff transfer guidance
POL/21/2012	14/12/2012	National Police Air Service
POL/01/2013	02/01/2013	PSC two year pay deal implementation guidance
POL/02/2013	02/01/2013	ACPO guidance on the management of business interests
POL/03/2013	04/01/2013	Information published by PCCs
POL/04/2013	06/03/2013	PSC pay consultation 2013
POL/05/2013	20/03/2013	Consultation on Home Office Police Integrity Initiative
POL/06/2013	02/04/2013	Survey on use of workplace consultants
POL/07/2013	02/04/2013	Job losses, workload changes and health and wellbeing
POL/08/2013	03/04/2013	PCCs Stage 2 transfers
POL/09/2013	03/04/2013	National misconduct and grievance procedures
POL/10/2013	03/04/2013	Change of powers for the IPCC
POL/11/2013	03/04/2013	Police branches involved in 7 Force Custody Privatisation Project
POL/12/2013		Cost to police forces of G4S failure to supply security for 2012 Olympics
POL/13/2013	15/04/2013	Winsor Recommendation 33: fitness testing
POL/14/2013	12/06/2013	PSC pay claim update
POL/15/2013	26/06/2013	UNISON briefing and branch advice on stage 2 transfers of police staff from PCCs to chief constables or local authorities
POL/16/2013	11/07/2013	Police and Crime Commissioners: stage 2 transfers
POL/17/2013	26/07/2013	Advice for branches on stage 2 transfers: England and Wales
POL/18/2013	07/08/2013	Police Staff Council 2013/14 pay offer
<b>Probation circulars</b>		
PROB/06/2012	30/11/2012	Consultation on Probation 2012 pay offer
PROB/07/2012	30/11/2012	Probation News – pay bulletin
PROB/08/2012	21/12/2012	Pay offer accepted
PROB/01/2013	10/01/2013	Implementation of Probation Service 2012 pay award
PROB/02/2013	18/01/2013	Consultation on 'Transforming Justice'
PROB/03/2013	21/03/2013	Consultation on 2013 Probation Service pay claim
PROB/04/2013	12/06/2013	Probation News June 2013 – transforming rehabilitation
PROB/05/2013	01/07/2013	Probation News July 2013 – have your say
PROB/06/2013	11/07/2013	Probation News July 2013 – Vote vote vote
PROB/07/2013	26/07/2013	Probation News July 2013 – Probation members' survey results
PROB/08/2013	16/08/2013	National agreement on staff transfer and associated protections

## Appendix H


### Service Group press releases

#### Police Staff

30 January 2013	Beds, Cambs and Herts Police Forces reject privatisation – UNISON reaction
22 November 2012	Unions call on police bosses to sign employment charter
14 November 2012	Save policing from privatisation and cuts – vote in PCC elections this Thursday
26 October 2012	PCC candidates must come clean on privatisation – says UNISON

#### Probation Staff

26 July 2013	Probation workers reject government privatisation plans
9 May 2013	Probation break up and privatisation another own goal
1 March 2013	10% drop in probation workforce puts public at risk
9 January 2013	Probation: 105 years in the making – two in the breaking, says UNISON



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