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# A million voices for Police & Justice

UNISON Police and Justice Service Group Executive  
Annual Report 2010





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## Chair's welcome 2010



It is the dawn of a new age in many ways: new government, new service group and our first annual report published by the new Police and Justice Service Group covering police, probation, and CAFCASS.

The coalition government has set out its stall with direct attacks on public services, pay, pensions and our members' terms and conditions. It is intent on pushing through an agenda that will decimate public services as we know them and give the private sector a greater role in running them. Ministers have stated that they will protect the front line, but the front line depends on the thousands of staff who work

tirelessly behind the scenes to keep the front line out there. If these staff are not there how will services be delivered, and by whom?

UNISON and the Police and Justice Service Group will throw all of our resources into defending our members and the vital services they provide. We will tackle ministers and employers and engage with our activists and our members over cuts, changes to terms and conditions, outsourcing, merger, or any other methodology that threatens the workforce. We will work together across this union at national, regional and branch level. We will involve our members in campaigns around the impact that cuts will have on the services they provide to the public. As the song says 'We're all in this together' and we need to be united.

I call upon our employers to recognise the positive contribution that UNISON can make in these difficult and troubling times

Dave Prentis, our General Secretary recently described this as the 'fight of our lives' and that is what it is.

The Police Staff Conference and the National Probation Seminar this year give us the opportunity to get together and focus on these issues and I am sure we will have healthy debates around them. Enjoy conference and seminar.

Caryl Nobbs  
Chair

## Introduction

This is the first report of the new Police and Justice Service Group, which was set up as a result of decisions at the 2009 National Delegate Conference. It is a summary of the work carried out by the interim service group since its establishment in January 2010, and also of the work previously undertaken by the Police Staff Service Group Executive, National Probation Committee and CAF/CASS National Committee from August 2009 to 31 December 2009. The report therefore covers the period August 2009 to August 2010.

The report is presented for approval to the 2010 Police Staff Conference and the 2010 Probation Seminar. It contains an interim report on the progress towards setting up substantive service group structures for the new service group. Final proposals for these structures will be presented for decision to the 2011 Police and Justice Conference which will be held on 13 October in Chester with full representation from all sectors within the new service group.

Section 1 of the report covers the work of the service group and its sectors against each of the four NEC objectives.

The new Police and Justice Service Group brings together the following sectors within UNISON: Police Staff (England and Wales), Police Staff (Scotland), National Probation Service, Child and Family Court Advice and Support Service (CAF/CASS) and the Serious Organised Crime Agency (SOCA). In order to recognise the strengthened identity of sectors in UNISON's new service group structures, this report is broken down into sectoral sections under each of its headings. These replace the national reports in the previous Police Staff SGE annual reports.

Section 2 of the report provides reports from regional police committees, regional probation committees and, where they have been set up, regional police and justice committees.

Since the last Police Staff Service Group Conference and the last National Probation Seminar the new Police and Justice Service Group has met for the first time and has started the process of building substantive service group structures for the future. An interim report on structures is set out for approval at Section 1.4 of this report. The advent of the new service group is an exciting opportunity for UNISON to fully establish itself as the leading trade union in the justice field. As branches, activists and members from the separate sectors come together and understand each others' problems and aspirations, so the work of the new service group is being strengthened and our profile is being promoted. The aim of the new service group structures is to build a stronger union based on sector identities, drawn together by service group executives taking on a more strategic oversight role.

Our membership continues to grow in police, with the union now having over 44,000 police staff members across England, Scotland and Wales. Our probation membership stands at just below 5,000 and in CAF/CASS 358. The new service group therefore represents 50,000 members working in police and justice. Our new Service Group Executive knows that it is going to be a real challenge to sustain membership growth under a coalition government pledged to make deep and divisive cuts to the public sector. But our new structures and activist networks stand us in good stead to face the challenges that the future will inevitably bring.

## Section 1: meeting the nec objectives

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

#### 1.1.1 Recruitment

In July 2010 our membership in the sectors in which we organise stood at:

● Police staff (England, Scotland and Wales)	44,405
● Probation staff (England and Wales)	4,759
● CAFCASS: (England)	358
● SOCA	118
● Total	49,640

The new service group has moved quickly to produce new recruitment material for each of the sectors and new membership application forms are in production for police, probation and CAFCASS at the time of writing.

#### 1.1.2 Communications

The Police and Justice Service Group produces two regular publications for members: 'Police Profile' and 'On Probation'. Both magazines are written and edited by freelancer Laurence Pollock, who has had many years of experience of working with staff, activists and branches in the various sectors we organise. So far this year, we have published three editions of 'Profile' and two of 'On Probation'. The magazines' editorial costs are funded from the service group campaigns fund.

The Service Group Executive decided in January 2010 to stop publication of 'PCSO @ Work' and to fold this work into the regular editions of 'Police Profile'. It also agreed to review all the service group publications in light of the creation of the new service group. As a result of this review, the SGE decided in August 2010 to

combine all the current publications in an across-the-board UNISON Police and Justice magazine. This will be the subject of further discussions with UNISON's Communications Unit which is undertaking its own review of UNISON's communications strategy.

The UNISON website was updated to reflect the identity of the new Police and Justice Service Group and its content reviewed to produce a less cluttered and easier to navigate web presence.

#### 1.1.3 Police community support officers

At its meeting in January 2009 the Police Staff Service Group Executive agreed that the aims and objectives of the short life PCSO Working Party had been met, in particular the targets for 70% membership density and at least one fully trained/accredited PCSO representative in each force. As a result of this, the SGE decided to disband the PCSO Working Party and it had its last meeting on 10 December 2009.

#### 1.1.4 Occupational groups

At its meeting on 8 June 2010 the Service Group Executive agreed a set of criteria for considering the establishment of occupational groups within the new service group. The SGE will consider the case for setting up occupational groups taking into account staffing and financial resources at future meetings in 2010/11.

#### 1.1.5 Organising in the private sector

The Service Group Executive has agreed to target the following private companies for a recruitment and organising initiative in 2010/11:

- Reliance Secure Task Management: providing mainly custodial services to police forces
- Interserve: a facilities management company operating the Home Office facilities contract in



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most of the UK and operating largely in the probation service.

Branches were contacted in June 2010 to assist with mapping the presence of Reliance in police forces in the UK. A recruitment leaflet for the Interserve campaign is currently in production.

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

The following reports relate to each of the sectors in the Police and Justice Service Group.

### 1.2.1 Police Staff Council England and Wales

72,500 police staff in England and Wales are conditioned to the Police Staff Council Handbook and pay deals. The employers' side of the Council is made up of the Association of Chief Police Officers (two seats), the Association of Police Authorities (four seats) and the Home Office (one seat). The trade union side of the council comprises UNISON (five seats), Unite (one seat) and GMB (one seat). UNISON holds the chair and secretaryship of the trade union side.

#### 1.2.1.1 Three year pay deal

The final year of the PSC three year pay deal is due on 1 September 2010. The agreement provides for a 2.58% increase in all PSC pay points and the deletion of the two lowest PSC pay points. Unfortunately, the government's decision to claw back an element of the police grant and capital allocations announced by the previous government has meant that the third year of the deal has now come under threat. In June, Wiltshire Police Authority made a unilateral decision, without consulting UNISON, or other employers, to renege on the 2010 increases. UNISON learned shortly afterwards that ACPO was consulting chief constables on whether the conditions were right to seek to trigger the re-opener clause of the three year deal.

The re-opener clause states that: '...if at 31 August 2010, either side of the PSC produces new evidence of substantial and material change in wider economic and labour market conditions and a significant material change to police staff recruitment and retention over the previous 12 month period, then both sides will enter into discussions relating to the pay award due the 1 September immediately following.'

UNISON did not believe that the criteria for triggering the re-opener clause had been met. We advised branches of these threats during the week commencing 21 June. In the same week we wrote to the new Police Minister Nick Herbert to ask him to give the same guarantee to police staff that the Home Secretary had given to police officers, namely that the government would honour the third year of the PSC deal as it had done for the PNB pay deal for police officers. Following our letter, on 29 June the Home Secretary, when addressing the National Policing Conference, confirmed that "... we will stand by the deal for ... police staff too."

In the budget statement on 22 June, the Chancellor announced a two year public sector

pay freeze to take effect from 2011, for all staff except those earning below £21,000, who would receive at least a £250 pay rise in each of the pay freeze years. The implications of such a freeze are due to be explored as they might affect our police staff members.

In her speech to the Police Federation Conference in May 2010, the new Home Secretary announced that the government would instigate a review of the pay and conditions of police staff and police officers. No further details of the terms of reference for the review were available at the time of writing, although the Home Office Structural Reform Plan, published in July 2010, states that the review findings will be published in January 2011.

### 1.2.1.2 PSC Pay and Reward Review

The PSC Pay and Reward Review has made little progress since last year. The Pay and Reward Working Party met on 14 December 2009, 31 March 2010 and 5 July 2010.

The main item on the agenda of the working party has been the development of a joint survey of job evaluation and pay and grading reviews. This was drafted by the trade union side for the December 2009 meeting of the working party and was eventually sent out by the Council to forces on 1 April 2010 with a May deadline for returns. The working party considered the initial results of the survey at its meeting in July 2010. The trade union side was pleased at the 92% response rate and asked for more detail on the results to enable analysis to take place.

In addition, the trade union side tabled a paper at the working party in June 2009, which the employers have yet to respond to, in relation to harmonising maternity and adoption leave benefits for police staff with those provisions enjoyed by police officers.

The trade union side continued to make the case



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for a national pay and grading system for all police staff, but the employers were not prepared to commission some independent research into potential models of police staff pay. This was partly influenced by delays in the publication of the National Policing Board's targeted package of pay reform for the whole of the police workforce.

The working party has agreed that it should continue its work past December 2010 which was the deadline for completion of the work of the 'structured programme of meetings to discuss the future of police staff pay and grading.'

In May 2010, ACPO and the APA wrote to UNISON indicating that they had commissioned Hay to conduct some research into police staff and police officer pay. The outcome of the research is expected in the early autumn.

### 1.2.1.3 Equal before the law: JE/pay and grading strategy

The PSC Committee for England and Wales endorsed an updated equal pay strategy at its meeting on 29 January 2010. This will be rolled out to branches and regions across the current

year on a priority basis. The committee also undertook some work to investigate whether police forces were routinely appointing predominantly male ex-police officers to elevated positions on police staff pay scales – POL/7/2010 and POL/23/2010 refer.

#### **1.2.1.4 Holiday entitlement and discrimination claims**

Police circular 24/2010 published on 15 June advised branches of the potential to investigate discrimination claims in respect of differential leave entitlement for different groups of police staff in individual forces. The circular invited branches to work with regions to identify potential age and sex discrimination claims to equalise police staff annual leave entitlement within certain forces.

#### **1.2.1.5 Police Staff Council Technical Working Party**

The Technical Working Party is a sub-group of the full Police Staff Council, which meets to consider the detail of potential Council agreements and also to give PSC input into the Police Advisory Board (PAB) on key issues. Since the last annual report the working party has concentrated on two main items:

- **Terms and conditions for seconded staff**

This is a PAB policy covering procedures for protecting the interests of police staff and police officers seconded to outside organisations. At the time of writing, this policy had yet to be signed off by the PAB, although the PSC has completed its amendments to the policy in respect of police staff.

- **National misconduct procedure**

Following consultation with branches at last year's Police Staff Seminar in Scarborough

the trade union side of the PSC has continued to work towards a national misconduct policy for police staff. Negotiations with the employers have been positive and we hope to be able to produce a final draft for consultation with branches during 2010.

In addition, the Working Party is committed to look in future at the trade union side draft police staff attendance management policy and the claim from the trade union side for a PSC disability leave policy.

#### **1.2.1.6 Continuous service**

As a result of a claim submitted by the trade union side in 2006, the Police Staff Council eventually reached agreement on an amendment to the PSC Handbook on continuous service. This means that time spent undertaking childcare, as well as maternity leave, will now qualify as continuous service, together with time spent working for the private sector if TUPE'd back to a police force. PSC Joint Circular No. 59 was issued to this effect on 3 March 2010.

#### **1.2.1.7 Olympics**

In September 2009, the PSC trade union side wrote to the employers' side with a request that the Council consider the implications of police staff deployment for the 2012 Olympics for terms and conditions. The employers' side view was that this was a matter which the trade unions should take up directly with ACPO and this led to UNISON being invited to sit on the ACPO Olympic Working Party. Since then, UNISON has learned that the Police Negotiating Board is revising the Hertfordshire agreement for police officers in respect of the Olympics, which has implications for police staff that we will address.

#### **1.2.1.8 PSC Handbook maternity scheme**

On 29 April 2010 the PSC trade union side wrote to the employers' side asking that the section of



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#### **1.2.1.11. Code of Practice on Workforce Matters**

In August 2009 the trade union side tabled a claim for a PSC circular to clarify the obligations on police forces and authorities to comply with the government's Code of Practice on Workforce Matters. The Code ensures that there is no two-tier workforce on privatised police contracts. After a number of failed attempts at rewording the proposed circular, in April 2010 the employers eventually confirmed that they no longer wished to see a PSC circular on this subject as they did not see any justification for repeating government guidance in the form of a PSC circular. This was extremely disappointing and frustrating for the trade union side which had been negotiating in good faith on this issue for over 12 months. The Code of Practice is now under review by the coalition government.

the PSC Handbook dealing with maternity benefits be updated in line with statutory changes to maternity pay etc. This was in response to the actions agreed from motion 4 passed at the 2009 Police Staff Conference regarding 'PSC Handbook – Section 5...'

#### **1.2.1.9 Exigencies of duty**

The trade union side claim for a better definition of 'exigencies of duty' submitted to the PSC employers on 19 May 2009 remains outstanding.

#### **1.2.1.10 Public Holiday Pay: Police Staff Parity with Police Officers**

At the Police Staff Council held on 12 November 2009, the trade union side put the employers' side under notice that it would be re-submitting the claim for parity of public holiday pay between police staff and police officers to cover the issue of the Christmas bank holidays falling on a weekend again this year. The employers' responded by indicating that they would reject the claim again.

#### **1.2.1.12 ACPO Vetting Policy**

The ACPO Vetting Policy for the Police Community underwent review in 2009 and the Police Staff Council was consulted on the changes. The trade union side provided a range of comments on the drafts to protect and acknowledge the interests of police staff. At the time of writing it was not confirmed what effect the trade unions' comments had on the final policy which, following approval by Chief Constables Council, was published by ACPO in early August.

#### **1.2.1.13 Independent Safeguarding Authority (ISA): registration fee**

The trade union side wrote to the employers' side on 7 October 2009 to ask for a Police Staff Council agreement on forces paying the registration fee for any member of police staff required to register with the ISA. Since the letter was written, it was confirmed that the police service had been exempted from the requirement for its staff or officers to register.

#### 1.2.1.14 Resources for the Police Staff Council

On 17 February 2010 the joint secretaries of the Police Staff Council wrote to the then Police Minister, David Hanson with a business case for dedicated funding from the Home Office for the Police Staff Council. The bid pointed out that, unlike the Police Negotiating Board, the PSC receives no direct funding from government and has to rely on cross subsidy from the funding for the police officer negotiating machinery. This means that the PSC cannot plan its work effectively into the future and is unable to respond in a timely fashion to a lot of the demands that are made on its time by constituents. The trade union side element of the bid called for funding to second the chair of the PSC trade union side on a full-time basis to undertake PSC and PAB work.

The joint secretaries received a holding response from the Minister, David Hanson on 31 March 2010 which indicated that Home Office officials would be in contact with us to clarify elements of the bid. We will now take up the bid with the new government.

#### 1.2.1.15 Joint secretarial work

The joint secretaries of the Police Staff Council meet regularly in advance of each meeting of the Council to plan the agenda and deal with any outstanding joint secretarial work. Since the last annual report, the joint secretaries have:

- visited South Wales Police to advise on job evaluation on 19 November 2009
- written to West Midlands Police regarding a query on implementing the restructuring of the lowest points on the PSC pay spine as part of the three year pay deal
- met the UNISON Avon and Somerset Police Branch and Avon and Somerset Constabulary

to seek to conciliate in a dispute over the implementation of workforce modernisation and new terms and conditions for police staff. The local parties are due to report back to the joint secretaries following the conciliation meeting

- discussed rolling up a number of requests for advice on part time working in a general guidance note
- continued to liaise on a number of discrete requests for joint secretarial advice, including a query on unsocial hours from Essex Police which remains outstanding at the time of writing.

#### 1.2.1.16 Time for time claim

The Police Staff Council Sector Committee agreed, at its meeting on 21 July 2010, the terms of a claim for time for time, to allow police staff to chose either a premium payment or equivalent time off in lieu, for working additional hours. The claim addresses the aims of motion 5 'Time for Time', carried at Police Staff Conference 2009. The claim was endorsed by the trade union side at its meeting on 29 July and submitted to the employers on 12 August 2010.

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

In February 2010 the Police Staff Council trade union side agreed to formally accept the invitation to take up a seat on the Police Advisory Board for England and Wales. The offer of the seat had been made originally in 2007 and since that time the trade union side had attended the PAB in an advisory capacity only. Our experience over the intervening period suggested that it would be a positive move to take up full membership.

The PAB advises the Home Secretary on general questions affecting the police in England and Wales, considers draft regulations which the

Secretary of State proposes to make under the 1996 Police Act and also considers any matter relating to non-negotiable conditions of service.

Since the last service group conference, the PAB has considered the following issues of interest and importance to police staff, and UNISON was represented on the PAB working parties dealing with:

#### **1.2.2.1 Terms and conditions for seconded staff and officers**

#### **1.2.2.2 Substance misuse and testing**

#### **1.2.2.3 Statutory guidance for police collaboration.**

UNISON's involvement, via the PAB, in the development of the statutory guidance on police collaboration allowed us to ensure that the guidance properly covered the interests of police staff. In particular, the guidance provides for: genuine consultation with trade unions; all aspects of terms and conditions to be taken into account in developing collaboration; discrimination to be eliminated and equality promoted in collaborations; TUPE/Cabinet Office Guidance and Fair Deal on Pensions to apply to all transfers around collaboration and the Code of Practice on Workforce Matters to similarly apply to private contracts entered into as a result of collaboration. POL/16/2010 published on 28 April 2010 refers. Since the publication of the guidance UNISON has taken up with the Home Office a potential deficiency with the statutory guidance in relation to the apparent inability for the designation of a member of police staff by a chief constable under the Police Reform Act 2002 to transfer to another force area. We are still in dialogue with the Home Office on this at the time of writing.

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

22,500 Probation staff in England and Wales are

conditioned to the Probation Service National Negotiating Council Handbook and national pay deals. The employers' side of the Council is made up of eight representatives of the Probation Association, representing the probation trusts as legal employers of staff, and one representative of the Ministry of Justice. The trade union side comprises Napo (five seats) and UNISON (four seats).

#### **1.2.3.1 NNC pay deal 2010**

All probation staff are paid according to a national pay and grading scheme, agreed in 2006, which placed all staff on one of six national grades following a national job evaluation exercise. 2010 saw a return to a single year deal after five years of multi-year settlements. The trade union side wanted a deal in 2010 in advance of the general election. In a tight financial environment, the final offer gave most employees a 2% incremental rise, but no cost-of-living increase. The offer also deleted the lowest pay points in pay bands 1, 2, 3 and 4 and gave all staff a guaranteed minimum cash rise of £325 – benefitting lower paid staff in pay bands 1 and 2.

98% of members responding to the pay ballot in March voted to accept the offer, which took effect from 1 April 2010.

#### **1.2.3.2 NNC pay modernisation**

As part of the 2008 NNC two year pay deal, there was a requirement to put in place joint working groups to develop proposals on:

- pay progression and pay structures
- working hours, flexible working and workload and capacity
- 2006 agreement outstanding issues: equality impact assessment, consistency checking and knowledge and skills framework.

The working parties will begin to meet to work towards these objectives from September 2010. It is not clear how the government's proposed two year pay freeze will impact on this strategic work.

### 1.2.3.3 NNC Management of Change agreement

In May 2009 the NNC agreed a Management of Change Protocol which requires probation employers to call in the NNC joint secretaries six weeks prior to issuing any compulsory redundancy notices. This 'cooling off' period allows the joint secretaries to scrutinise the redundancy proposals and ensure that all measures have been taken to mitigate compulsory redundancies. So far, the protocol has been successful and this has been recognised by both sides of the Council.

### 1.2.3.4 Voluntary severance scheme

UNISON worked to secure a revision to a previous National Probation Service circular which sought to reduce any opportunity for a probation board to offer an attractive voluntary severance package. UNISON used its regular meeting with Jack Straw to raise the issue and pursued it with NOMS officials. After some months of deliberation revised advice was given that allowed probation employers to adopt the terms and options available to local government employers to enhance severance packages.

### 1.2.3.5 Attendance management

The unions were unable to agree to the revised trigger dates for management action in relation to attendance management, and the revised policy was issued in June 2009 with an acknowledgement that there had been a failure to agree on this. The NNC subsequently arranged a number of national workshops for trade unions and employers to come together with a view to developing a shared understanding



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of the best way to implement attendance management.

### 1.2.3.6 Code of Practice on Workforce Matters

The NNC issued joint guidance on the Code of Practice on Workforce Matters and the Cabinet Office Statement of Practice on Staff Transfers in the Public Sector in July 2009. These provisions are now enshrined as a requirement for all probation trusts considering the contracting out of services.

### 1.2.3.7 Probation qualification framework

The NNC took oversight of the employee and industrial relations implications of the government's development of a new professional qualification framework for probation services officers and probation officers. The trade unions were consulted and achieved important changes to the managerial guidelines for implementing the qualification framework, issued in May 2010.

UNISON welcomed the new framework because it opens up easier and fairer access to higher professional accreditation for more staff. UNISON is now pressing for the framework to be available for other staff, including case administrators, to enable them to progress professionally.

### 1.2.3.8 Membership of the BNP

The NNC trade unions continue to press for the adoption in probation of a similar policy to the one implemented in police, which makes active membership of the BNP and similar organisations a disciplinary offence.

### 1.2.3.9 Trust mergers

UNISON took a proposal to the trade union side for a protocol to govern staffing issues arising out of the reduction in probation boards from 41 to 35 as part of the trust creation process in April 2010. As yet this has not been agreed by the NNC.

### 1.2.3.10 Joint secretarial case load

The joint secretaries of the NNC have a heavy case load in respect of requests for joint secretarial intervention and guidance. In May 2010 there were 11 live cases being dealt with and joint secretarial visits to trusts organised as required.

### 1.2.3.11 NOMS Agency conference

UNISON attended and contributed to the NOMS Agency conference held in Manchester. The conference discussed a range of issues within the probation and prison services. Sir Suma Chakrabarti, the Permanent Secretary at the Ministry of Justice spoke of the need to do more with less with resources very tight. He praised the work carried out by NOMS and the success achieved in the past year. Importantly he acknowledged the work of probation services in reducing re-offending and offering alternatives to

custody. Louise Casey, the government's 'Victims Commissioner' who was responsible for the introduction of the 'high-visibility' community payback jackets, praised the work of community payback supervisors. She said they did a fantastic job in getting offenders to carry out their orders and supervising them to achieve positive outcomes for local communities. She said that this work would help restore people's confidence in the effectiveness of the justice system and evidence already showed that this was happening.



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### 1.2.4 CAF/CASS

Agreement has been reached with the employer, which is described as a partnership agreement. This amended the previous recognition agreement and includes a negotiating consultation framework where policies will be dealt with. The new constitution also deals with health and safety and time off for trade union duties and activities. As part of this last policy a significant increase in time off was agreed for this particular year due to the huge increase in policy reviews taking place and the transformation of the service.

Business support staff are in the process of a comprehensive review of their work patterns and, with the creation of a national business centre, a number of potential redundancies are being fiercely resisted by the branch representatives.

Other employment policies close to being agreed are the complaints procedures, disciplinary procedures and capability processes.

An interim agreement has been reached with regard to work loads within Cafcass and the necessity for this is due to the continuing significant increase in workload, mainly due to the 'Baby P' tragedy. This interim agreement will be comprehensively revisited in the autumn.

Following the announcement by the new government of a pay freeze, negotiations with the employer have confirmed that the existing three year pay deal will remain and pay progression within salary scales will be honoured until at least March 2011. Further discussions will take place regarding April 2011 onwards. An excellent interim result for our members.

### **1.2.5 Police Staff Council (PSC) Scotland**

The PSC Scotland did not meet between 2009 and August 2010

Since last year three forces have fully implemented job evaluation schemes. These are Tayside, Grampian and Strathclyde. SPSA hope to implement job evaluation before April 2011. Within SPSA there is a desire to harmonise the nine sets of terms and conditions that exist within the organisation and the target date for this is March 2011.

### **1.2.6 Equality and diversity**

#### **1.2.6.1 Women in Policing Ministerial Steering Group**

The Chair of the Police Staff Service Group

continued to represent UNISON on this steering group which was set up to maintain strategic oversight of progress on gender issues in the police service. UNISON ran a workshop with key stakeholders on the steering group to look in detail at issues faced by female police staff. The workshops and wider work of the steering group culminated in the publication of the Home Office report 'Assessment of Women in the Police Service' which was launched by the police minister David Hanson on 24 February 2010. Recommendation six of the report was that: 'The Police Staff Council to carry out a survey of equal pay audits in forces and any action that has been taken as a result of this.'

The work of the Women in Policing Ministerial Steering Group has now been incorporated into the new Ministerial Police Equality Delivery Group.

#### **1.2.6.2 Ministerial Ethnic Minority Steering Group**

The national officer represented the service group on the Ministerial Ethnic Minority Steering Group. This body has now also been subsumed into the new Ministerial Police Equality Delivery Group.

#### **1.2.6.3 Ministerial Equality Delivery Group**

In January 2010 UNISON was invited to sit on the Home Office Ministerial Equality Delivery Group. This followed a consultation on proposals to develop new equality governance structures in the Home Office. The new Delivery Group was set up to take responsibility for the Home Office Equality, Diversity and Human Rights Strategy.

Only one meeting of the Delivery Group took place in March 2010. It is not clear whether the new Home Office ministers will continue the work of the Delivery Group.

#### **1.2.6.4 National self-organised group conferences**

The Police and Justice Service Group was represented at the following self-organised group conferences:

- National Black Members' Conference 22-24 January 2010.

#### **1.2.6.5. National Association of Asian Probation Staff (NAAPS)**

UNISON attended and supported the annual NAAPS conference in Leicester. We helped run a seminar at the event and have sought to develop links closer links. We are aware of the NAAPS views with regards to proposals to reorganise the NOMS staff associations and have reflected these in discussions on future arrangements.

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

#### **1.3.1 Police Staff England and Wales**

##### **1.3.1.1 Background**

The focus of the campaigning and promotional work in the Police Staff England and Wales Sector has been: fighting privatisation, defending and enhancing the work of police community support officers, supporting workforce modernisation, promoting police staff as a good investment of public money and working with Her Majesty's Inspectorate of Constabulary.

##### **1.3.1.2 Fighting privatisation in Cleveland Police**

Throughout 2009 and the first half of 2010 the Service Group Executive worked closely with the Cleveland Police Branch and the Northern region

of UNISON to oppose the disastrous plans of Cleveland Police to privatise its 999 service and other support functions. The SGE was successful in bidding for £5,000 from the General Political Fund to support the production of hard-hitting campaign postcard and advertising in the specialist police press. The postcard was sent to 150,000 homes in the Cleveland Police area and also distributed to all police branches together with a UNISON poster for display in every force in England and Wales.

In addition, the national office also:

- wrote to the police minister to lobby against the proposals
- met with the Home Secretary, Alan Johnson with the General Secretary, Dave Prentis on 2 February 2010 to alert the government to the mistakes being made by Cleveland Police
- wrote to ACPO, the APA, HMIC and IPCC to raise our concerns at the dangers of the privatisation proposals
- worked with the legal department to identify potential legal challenges to the privatisation
- co-ordinated specialist advice on procurement for the branch and region
- wrote to the new Home Secretary, Theresa May to draw the new government's attention to the problems with the procurement.

Unfortunately, Cleveland Police Authority rejected all sensible counsel and voted in June to privatise its services with effect from October. The national office will continue to work with the region and branch to protect members' interests who transfer to the private contractor.

##### **1.3.1.3 Police community support officers**

The service group continued to promote the vital work of PCSOs. We:

- Continued to publish 'PCSO @ Work' up until March 2010
- Wrote to the shadow Home Secretary, Chris Grayling in October 2009 and issued a press release, to protest at his insensitive statement that: 'Doing away with PCSOs is something I'm looking at the moment'
- Subsequently met with David Ruffley, the then Shadow Police Minister, as a result of the letter to Chris Grayling, to make the case for PCSOs
- Worked closely with the Labour government on the 'Safe and Confident Neighbourhoods Strategy', including facilitating a meeting between the Home Office and members of UNISON's PCSO working party. UNISON PCSOs were invited to the launch of the strategy at Reading on 1 March
- Encouraged branches to write letters to their chief constable and parliamentary candidates in the 2010 general election to ascertain what their position would be on PCSOs if funding was devolved to force level
- Sponsored the Janes Police Review PCSO of the Year award in October 2009
- Wrote to ACPO to take up the issue of inappropriate PCSO deployment and training.

#### 1.3.1.4 Custody research

The service group commissioned research body Incomes Data Services (IDS) to carry out an in-depth study of the issues facing UNISON detention officer members across England, Scotland and Wales. The research has comprised a detailed questionnaire sent to all detention officer members identified on the RMS, a focus group of 15 detention officers and site visits and interviews at three forces.



Chris Taylor

The purpose of the research is to highlight the concerns of detention officers with a view to improving the working lives of staff who carry out vital and difficult work on behalf of police forces. The research will be launched at this year's Police Staff Seminar in Southport.

#### 1.3.1.5 Her Majesty's Inspectorate of Constabulary (HMIC)

On 12 May 2010 the service group organised a branch seminar to allow activists to hear directly from HMIC about the impending 'Working for the Public' inspection of the workforce to take place



Chris Taylor

in summer 2010. Since the election it is not clear if the new government is giving this HMIC inspection a priority or not.

### **1.3.1.6 Home Office White Paper 2009**

The service group produced a briefing for branches and regions on the content and implications of the 2009 Home Office White Paper: 'Protecting the Public: Supporting the Police to Succeed.'

### **1.3.1.7 NPIA Workforce Council**

UNISON is represented on the NPIA Workforce Council which brings together all the major police stakeholders, including UNISON and the staff associations. In May 2010 UNISON issued its response to the NPIA's 'Provocations' Document on the potential scenarios for the future of the police workforce. We used the opportunity to call for a link to be made between the NPIA's 10 year workforce plan and the work of the Police Staff Council around the future of police staff pay and reward, particularly our ambition to see a national pay and grading structure for police staff in England and Wales.

### **1.3.1.8 Integrated Competency Framework (ICF)**

UNISON is represented on the NPIA/Skills for Justice ICF Steering Group. The Steering Group is replacing the ICF with a simple and significantly reduced set of national rank and role profiles. These will be supported by national occupational standards and a new smaller set of more relevant behavioural standards accessed through a web based portal.

### **1.3.2 National Probation Service**

The main focus of UNISON's campaigning work in the probation service over the last 12 months has been: fighting threatened cuts, dealing with the failing Home Office facilities management

contract and its effect on our members, ensuring that the interests of UNISON members were protected in the design and implementation of the new Probation Qualifications Framework, managing the transfer of members from probation boards to the new probation trusts and fighting against the deskilling of probation hostel staff.

#### **1.3.2.1 Fighting the cuts**

In the summer of 2009 the Probation Service faced uncertainty over the level of funding which would apply to the service in the future. The previous government had asked the Ministry of Justice to save £1 billion by the end of 2011, with the National Offender Management Service (NOMS) finding £147 million of this in 2009/10. The NOMS Board wanted the 42 probation areas to merge to form 10 regional employers, but ministers opposed this on grounds of localism. The likelihood was, however, that weaker boards would find themselves forced into merger as the cuts began to bite later in the year. Ministers were talking in terms of removing '...unnecessary overheads, bureaucracy, management and support services..', and had promised that once they became trusts, boards would have more freedom to work with the private sector.

UNISON was disappointed that ministers were apparently willing to see boards sink or swim in respect of budget cuts, trust applications or voluntary mergers. Led by Dave Prentis, UNISON, with sister union Napo, pressed for a series of meetings with the then Justice Secretary, Jack Straw to present a case for a strategic, jointly managed process of restructuring and efficiency measures. We asked for a 'Management of Change' agreement which would require individual probation boards/trusts to bring proposals for compulsory redundancies in front of the National Negotiating Council for scrutiny. We demanded NOMS clarify the fact that probation boards could enhance voluntary severance/early retirement terms. We made the

point to ministers that there was no market to replace probation boards that failed and that there needed to be public sector solutions to probation's difficulties. We met with Jack Straw in February, April, June and July 2009 to make the arguments for the above.

As a result of this lobbying, the government put back £26 million into the probation budget for 2010/11 and this meant that the job cuts that took place were achieved at a much lower level and without the need for the compulsory redundancies first feared. The NNC was persuaded, with the support of ministers, to introduce the 'Management of Change' agreement which has made defending jobs for members a lot easier than would otherwise have been the case. In addition, NOMS finally issued the guidance which we had been looking for to confirm that there was no prohibition on probation boards/trusts offering enhanced terms on voluntary severance/early retirement.

### **1.3.2.2. Home Office facilities management contract**

In June 2008, the already failing privatised probation facilities management contracts were rolled up in a huge cross Home Office facilities management contract. UNISON probation members, previously employed as cooks and cleaners by probation boards, were transferred under TUPE for a second time to the new private providers. UNISON spent the first year of the contract battling to get the new providers to honour the TUPE entitlements of our members to the probation NNC pay rises. This was eventually achieved. We have continued to fight for our members' rights on the contracts, involving both Ministers and NOMS officials in this campaign. We have contributed to the NOMS review of the contracts which was triggered by complaints from Probation Boards/Trusts over the quality of the work being undertaken.

### **1.3.2.3 Probation Qualification Framework**

In April 2010 the Probation Service launched a major new qualification framework which transformed the way in which probation services officers (PSOs) and probation officers (POs) would be trained in the future. The framework allows PSOs to build up their professional competence via an NVQ route, which eventually provides for seamless access to a graduate level qualification to become a probation officer.

UNISON supported the concept of the Probation Qualification Framework throughout its development process and was heavily involved in the stakeholder group which worked on the framework and the associated management guidance. It provides our PSO members with far better opportunities to progress their professional development than was the case before. UNISON is pressing for the framework to be expanded to take in case administrators and interventions staff to ensure that opportunities for training are shared fairly in the workforce at large.

### **1.3.2.4 Boards to trusts**

By 1 April 2010 all probation boards were required to have submitted bids to become probation trusts. This would change the governance of local employers and give them more freedom allegedly to work with the private sector. UNISON was involved in the process of managing the statutory transfer of members from boards to trusts and ensuring that their interests were protected. As part of the process, a number of boards decided to put in joint applications for trust status. This saw mergers of Norfolk and Suffolk, Surrey and Sussex, Staffordshire and West Midlands and Durham and Teesside probation boards, and the creation of the Wales Probation Trust, so reducing the number of employers from 42 to 35.

### **1.3.2.5 Approved premises**

UNISON has remained deeply concerned throughout the year about the operation of approved premises in a number of probation areas. These residential units house some of the most dangerous and difficult offenders being released from custody. The continuation of a lack of resources has led to some areas seeking to downgrade provision at a critical time when risk has increased. The reduction in skilled staff is putting local communities in danger and UNISON has had a dialogue with government ministers on this issue. We have also attended a number of meetings concerning approved premises included the NNC approved premises sub-group, National Approved Premises Association and Public Protection Unit.

### **1.3.2.6 Specification, Benchmarking and Costing programme (SBC)**

Throughout the past year UNISON has attended meetings concerning the NOMS SBC programme. We have been involved with the business user group and specific trade union liaison meetings. The SBC programme was introduced to enable NOMS to decide what it wants delivered, what the costs should be and how better to align supply and demand with available limited resources. The SBC work will apply to both prisons and probation. The programme has also been designed to deliver in the longer term a robust framework of costed service specifications to support efficient and effective use of resources, invested in protecting the public and reducing re-offending. UNISON has made a number of comments on this programme and we recognise the critical importance of it. Unpaid work and victims work were the first two specifications delivered and we are currently awaiting the release of further specifications, including one on the approved premises.

### **1.3.2.7 Probation members' survey**

In late 2009 the National Probation Committee agreed to commission the first ever survey of the attitudes and aspirations of UNISON's probation membership. Research organisation Incomes Data Services (IDS) was subsequently commissioned to undertake the work, which involved the dispatch of 3298 survey forms to members in England and Wales. The report from the survey is intended to provide material for campaigns and claims. A first draft was made available by the researchers in June. It is intended to launch the report at UNISON's National Probation Seminar in November 2010.

### **1.3.3 CAF/CASS**

A fresh national committee with a number of new stewards is now up and running and very quickly they have been campaigning and consulting with the members across the national membership. The organising agenda is very firmly in place.

A whole series of meetings across the country has taken place with members directly affected by the review of property, business support and the ongoing pressures in relation to work force. A whole range of issues have been raised and remain largely unresolved. Budget cuts, still to be confirmed, have added to the concerns among the work force.

### **1.3.4 Police Staff Scotland**

Like other areas of the UK, the eight Scottish forces have been forced by budget cuts to look for efficiency savings running into millions of pounds over the next five years. Most forces are looking to reduce police staff numbers by voluntary redundancy and are seeking to diminish terms and conditions such as shift allowance, annual leave and sick pay. All forces have stated that they will not reduce police officer numbers. The Scottish Police Services Authority (SPSA) has indicated that they are not seeking voluntary redundancies.

Next year will be the elections to the Scottish government and UNISON is keen to see the political party manifestos to get the views of policing in Scotland in the future.

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

### 1.4.1 Police and Justice Service Group Structure Interim Report

This section sets out the decisions taken by the Police and Justice SGE, to date, to establish an interim structure for the new Service Group. They are presented to the 2010 Police Staff Conference and 2010 National Probation Seminar for approval.

#### 1.4.1.1 Police and Justice Service Group Executive

An interim Police and Justice Service Group was established in January 2010. The composition of the interim executive is as follows:

- two representatives per region directly elected from the police staff membership (one general seat and one female seat)
- five representatives from the Probation Sector Committee
- two representatives from the England and Wales PSC Sector Committee
- two representatives from the Scottish PSC Sector Committee
- two representatives from the CAFCASS National Sector Committee
- one representative from SOCA National Sector Committee
- two Police and Justice NEC representatives.

The interim SGE is now in place until June 2012.

The SGE has set up a Service Group Structures Steering Group to consider and make

recommendations to the Executive on:

- the form and function of the new SGE
- the relationship between the SGE and sector committees
- the democratic accountability of sector committees
- occupational groups.

#### 1.4.1.2 Service group conference and seminars

To date the SGE has agreed that:

- the October 2010 police staff conference and police staff seminar should be held on the current basis of representation
- the 2010 probation seminar be held on 25 November 2010
- the basis of representation to the probation seminar be two delegates for branches with up to 200 members, and branches with over 200 members be entitled to one additional delegate per 200 members or part thereof
- the 2011 service group conference would include the elements previously included in the probation and police staff seminars and the conference would be held over three days

The Steering Group will make recommendations to the SGE on: the content and format of the 2011 conference, a common basis of representation for Police and Justice branches and how to involve CAFCASS in the event.

#### 1.4.1.3 Sector committees

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

The SGE has agreed that:

- the current members of the Police Staff Council Sector Committee (England and Wales) continue until 31 December 2010

- the Police Staff Council Sector Committee (England and Wales) be expanded from January 2011 to consist of two representatives per region, with one general seat and one female seat elected by regional police staff committees or regional police and justice committees
- the chair of the sector committee be elected by the members of the sector committee at its first meeting in 2011
- the UNISON reps on the PSC trade union side be elected by and from the Police Staff Council Sector Committee (England and Wales) at its first meeting in 2011.

### **Probation Sector Committee**

The SGE has agreed that:

- the current committee continue until 31 December 2010
- from January 2011 the Probation Sector Committee will consist of two representatives per region, with one general seat and one female seat elected by regional probation committees or regional police and justice committees.

### **Scottish Police Staff Council Sector Committee**

The SGE has endorsed the Scottish Police Staff Council Sector Committee structure.

The Committee will have 12 members. Each force with a dedicated police branch will have one representative, and the SPSA Sub-Group will have two representatives. In addition, the secretary and chair of the Regional Service Group will be members.

### **CAFCASS National Sector Committee**

The SGE has endorsed the CAFCASS Committee structure.

The National CAFCASS Sector Committee members will comprise a maximum of three representatives from each area, ie three from North, Central and South (total of nine members). There will be co-opted members from any group not represented, such as family support workers, office managers, specialist service managers and specialist business support staff.

### **Term of office for national sector committees**

The SGE has agreed that the term of office for national sector committee representatives be two years. Those taking office in January 2011 would serve until January 2013.

#### **1.4.1.4 Occupational groups**

The Steering Group has referred a set of criteria to the SGE for determining the creation of any occupational groups, but this will also be dependent on the staffing and financial resources available to the service group.

#### **1.4.1.5 Self-organised groups**

The Steering Group has agreed to:

- seek examples of good practice from branches within the service group and the wider union
- develop links with staff support and diversity groups.

#### **1.4.1.6 Regional service group structures**

In June and July 2010 information was requested from regions on the current regional structures for police and justice members.

UNISON rule D 3.6.1 states that:

'Except where the service group is organised on a non-regional basis, or where the Service Group's Executive decides otherwise, there shall

be in each region of the union a service group regional committee, elected in accordance with a scheme of representation adopted by the Service Group Executive.'

In light of the information gathered on regional progress towards the establishment of regional police and justice committees in a number of regions, the interim SGE agreed at its meeting on 3 August 2010 to advise regions that rule D 3.6.1 would apply within the Police and Justice Service Group. This will require each region to establish a regional police and justice committee.

#### **1.4.1.7 Permanent Police and Justice Service Group constitution and structure**

The interim Police and Justice SGE will develop proposals for the constitution of the new service group and will submit a final report with these proposals to the 2011 Police and Justice conference for approval.

#### **1.4.1.8 Serious Organised Crime Agency (SOCA)**

As a result of discussions between UNISON and PCS over spheres of influence across the public sector, the two unions signed a memorandum of understanding in 2009 to provide a framework for resolving questions of membership, representation and recognition in areas where the two unions are both organising. This has, in turn, led to discussions between UNISON and PCS over which union is best placed to represent members in the Serious Organised Crime Agency (SOCA).

In 2006, approximately 250 UNISON members transferred into SOCA from the National Crime Squad (NCS) and the National Criminal Intelligence Service (NCIS). UNISON was recognised for the purposes of collective bargaining by both precursor employers, and had sole recognition in NCS. UNISON was subsequently recognised by SOCA alongside the

civil service unions PCS and the FDA. Our SOCA members were organised in seven police staff branches, depending on location.

During the four years since SOCA was created, UNISON has represented the interests of ex-NCS and NCIS police staff in the detailed negotiations that have taken place to create a new pay and conditions scheme for the new agency. However, UNISON has found it difficult to organise effectively in SOCA for a number of strategic reasons and by 2010 this has eventually led to our membership base falling by 50%.

As a result of discussions at SOCA level, which have flowed out of the UNISON/PCS national protocol, the SGE agreed, at its meeting on 3 August 2010, to a proposal that UNISON should recommend that its members in SOCA transfer to PCS as the majority union in the agency. A timetable for the transfer, which will be entirely voluntary, has been drawn up with PCS for the autumn. UNISON would then stand down from the SOCA JNCC and rescind our recognition agreement with SOCA with effect from 18 May 2011. UNISON's national convenor in SOCA will be co-opted onto the PCS SOCA branch executive until that date to assist with transitional issues. The SGE has paid tribute to the work of the SOCA national convenor for his work on behalf of UNISON members over the last seven years in NCS and in SOCA.

#### **1.4.2 Service group budget**

The Police and Justice Service Group was allocated a budget of £145,000 by the NEC. This covers the cost of national committee meetings, such as the Police and Justice SGE, seminars, administration and expenditure on campaigns. As at 30 June 2010 the Service Group had spent £66,710.

## Section 2: Regional reports

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### 2.1 Eastern

#### 2.1.1 Development plan

The plan has been written to achieve greater participation across the committee and forces and provide guidance and direction for the committee. We are pleased to confirm that this has been achieved in the majority of areas.

#### 2.1.2 Membership

Total membership for the Eastern Region is healthy with over 3,500 members and is continuing to rise. This region continually exceeds the targets that are set and we should be proud of this achievement.

#### 2.1.3 Mentoring course – April 2010

A two day mentoring course was organised by the committee for all the Police Eastern Region branches. The course was well attended and was very informative. The course covered the skills and qualities required of a mentor and how to develop a branch mentoring scheme.

It is hoped to arrange a follow up course later in the year to see how the branches are progressing with their mentoring schemes.

#### 2.1.4 Police Staff Conference and Seminar – Scarborough 2009

The police staff seminar was attended by over 70 delegates, including 12 from the Eastern Region.

#### 2.1.5 Regional pool bid

Unfortunately the committee has been unable to use the grant of £2,500 from the regional pool to hold the first regional young members seminar for police staff in the region due to a low uptake of young members who were interested in attending. The money has been refunded to the region.

#### 2.1.6 Committee meetings

Committee meetings are well attended and all branches take an active part in the running of the region.

#### 2.1.7 Forthcoming challenges

Forces are dealing with huge budget cuts across the region. This has resulted in police staff redundancies. Further redundancies are expected in large numbers in order to meet the projected budget savings.

The committee will continue to work well together for the benefit of the members and although difficult times are ahead we welcome the challenges.

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### 2.2 East Midlands

#### 2.2.1 Regional Police and Justice Committee

At the time of writing this report, and following discussions held with representatives from the East Midlands Regional Probation Forum, it is expected that the new regional police and justice committee will hold its inaugural meeting in October 2010.

#### 2.2.2 Membership

The five East Midlands police branches continue to recruit steadily with relatively high levels of membership density across the region. Despite job losses and vacancy freezes significant progress has been made in particular by Leicestershire, Northamptonshire and Nottinghamshire police branches. Overall police staff branch membership in the region is now over 4,000, ie a net increase of over 350 in the last year.

### **2.2.3 Recognition**

The police branches are active, vibrant, and continue to seek to improve their local organisation. They have all fully engaged in the regional joint assessment of branch organisation process and in fact they are somewhat competitive within the sector in seeking to sustain the progress already achieved. At the beginning of 2010, out of all the 81 branches in the East Midlands, Leicestershire, Northamptonshire and Nottinghamshire police branches were among the 12 nominations for the Regional Branch of the Year Awards. Nottinghamshire and Northamptonshire were rewarded for their efforts as the joint runners-up.

### **2.2.4 Regional collaboration**

The East Midlands Regional Collaboration Team (RCT) was established over four years ago. Branch representatives from the Regional Police Committee attend all meetings of the RCT HR Joint Partnership Forum. In that period the RCT has formulated a number of operational projects across the five forces, some of which have had implications for police staff, though progress overall remains somewhat slow. In 2009 the forces decided to replace the head of the RCT, who was seconded from the Home Office, with a permanent Deputy Chief Constable (DCC) to head up the whole exercise.

Having met with the new DCC, and despite his assurances, we remain concerned at the level of real consultation now being provided to us. There have also of late been some local difficulties arising from the failure of the RCT to deliver projects effectively which impact directly on police staff employed by constituent forces, or who are seconded to the RCT, eg major case review. In the current financial climate we remain vigilant on issues concerning proposed changes to our members' employers, contractual terms and job descriptions, etc, and not least in the longer term the implications of 'collaborative

working' across the region and beyond on issues around shared services, procurement and potential reductions in jobs.

### **2.2.5 Other meetings and training**

The Committee regularly invites guest speakers, eg from the Midlands TUC Union Learn, and at our July meeting we were most pleased to welcome Ben Priestley, UNISON national officer to address the meeting. In addition to training for representatives and in response to requests from branches, the Regional Police Committee continues to organise relevant training and other events for committee and other police branch representatives. This has included a committee work plan session meeting for 2010/11, a two day procurement training course, and redundancy briefing. We will also be looking to organise some further joint events including one again with Federation colleagues, around the role of professional standards departments in disciplinary and related matters, and awareness for our representatives of the skills and tactics utilised by PSD officers in conducting such investigations with our members.

### **2.2.6 Regional newsletter**

In 2009 as part of our attempts to improve communications with members, the Committee was pleased to launch a new quarterly and 'glossy' regional newsletter entitled 'Force Five' which is issued to all members in each police branch. Feedback so far has been favourable.

### **2.2.7 Budget cuts and 'efficiency' savings**

As no doubt in every force throughout the UK, our five branches are now dealing with the potential implication of significant cuts and the likely loss of hundreds of police staff jobs over the next three years or so. While forces are already adopting various methods to implement the savings and mitigate against the consequences, in the East Midlands we will be

looking to campaign against the cuts accordingly and will be seeking to lobby our five forces, police authorities, local politicians and also to arrange a lobby of parliament towards the end of 2010. As part of this initiative, we will be asking members and also non-members to support the campaign by signing our pledge forms, which we will then use to lobby the politicians and other relevant parties. The cuts are already happening. It's not just about 'front line policing, but also the thousands of our members who provide the essential 'front line support' – police staff like other public sector employees deserve better, as do the public they serve, and we need to act - now.

### **2.2.8 And finally...**

This is only a selective summary of the wide and varied work considered and undertaken by the Regional Police Committee and police branches. The next 12 months and beyond, may prove to be the most demanding and testing of our organisation. The new East Midlands Regional Police and Justice Staff Committee will meet quarterly – and no doubt will also be very busy!

### **2.2.9 Probation**

The UNISON activists in the East Midlands have continued to meet on a regular basis within the region. The regional forum has pursued its objective of setting up a regional probation branch for the East Midlands to which all probation members in the region would belong. This process has now started with the UNISON region agreeing to the business case put forward and setting in motion a time frame for this development. A regional probation branch would enable probation members to play a much fuller part in the union's democratic structures and manage their own affairs in a more relevant manner.

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## **2.3 Northern**

All the three police branches in the region are facing a period of significant change.

Despite a long well fought campaign to stop the privatisation of back office functions involving the members, branch, region and national office, Cleveland Police went ahead with their plans to outsource nearly 500 staff.

The branch is now in negotiations with Steria who were awarded the contract and a series of meetings have taken place to discuss the details of the transfer scheduled to take place in October this year.

The Authority has included in the 10 year contract a guarantee there will be no compulsory redundancies although the branch and members have concerns over the ability to deliver this promise.

Due to the additional cut to this year's budget Durham Police have notified all staff that their posts are at risk, with redundancies likely to take place early in the new year.

The branch is in talks with the employer and a campaign is underway to minimise job losses.

Northumbria Police fortunately said they could absorb the recent cut in funding but like all other forces they will be facing close scrutiny following the forthcoming Spending Review.

Durham and Northumbria have embarked on talks on a potential merger and while the impact of this would have significant implications for UNISON discussions are at an early stage and an outcome is likely to be some time away.

All branches have increased their membership and activist numbers throughout his period and some excellent work has been done around UNISON's learning agenda.

A similar upheaval has already taken place in the Probation Service with the three services in the region moving to trust status last April.

This resulted in the merger of Durham and Tees and work on developing our organisation on the back of this has been very successful.

In the Northumbria Probation Trust reductions in staff levels have been managed in accordance with the nationally agreed protocol.

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## 2.4 North West

### 2.4.1 Lancashire Police

A protracted and concentrated negotiation with the employer has resulted in a revised protection agreement and other conditions of service have been agreed and are now out for ballot with the membership of the branch.

Significant differences are dealt with in the usual healthy industrial relations framework which the branch has developed. However, the budget cuts envisaged over the next 12 months may test the collective bargaining machinery to a greater extent.

### 2.4.2 Greater Manchester Police

An unhealthy deterioration of collective bargaining stems directly from the employer's agenda in relation to questioning the continuing terms and conditions of service, not just agreed locally, but also nationally. The latter attack has been fought off, but ongoing disputes in relation to a change on leave days, flexibility of work places and rest days have resulted in a number of considerably well attended members' meetings to oppose these proposals.

ACAS has been involved to try and resolve these issues and many things are still outstanding. A direct approach to the Police Authority has also been made and many members have expressed

their view that they would not rule out industrial action.

### 2.4.3 Cheshire Police

With the loss of up to 500 jobs and a chief constable mapping out substantial budget reductions, industrial relations are not as healthy as they have been in the past. The employer is seeking to renegotiate the redeployment/redundancy policy to try and mitigate the cost of redundancies. The branch and the members are particularly angry as there appears to be preferential treatment given to police officers.

### 2.4.4 Merseyside Police

With the appointment of a new chief constable and significant changes in personnel, the hope is that a breath of fresh air might improve industrial relations. Once again, budget cuts will be significantly felt and the branch is bracing itself for where the cuts will hit hardest.

### 2.4.5 Cumbria Police

There are three matters in particular that have come to the fore:

- difficulties in redeploying staff where there are job losses due to the geography of the area the police force covers
- the question as to whether a small force such as Cumbria should merge with one of its neighbours
- the recent tragedy in Whitehaven highlighted once again the role police staff undertake, not just in the frontline, in dealing with such events.

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## 2.5 West Midlands

The West Midlands Police Service Group embraced the new Service Group Structure and

held the first of the new Police and Justice Service Group meeting in the autumn of 2009. The involvement of probation members alongside the police branches gives a wider perspective to the service group. The impact of the massive Tory cuts to the Home Office budgets and the threat to the Local Government Pension Scheme and other terms and conditions has already established areas of common concern across UNISON's police and probation membership.

Recruitment continues to be high over 2010 within the Police and Justice Service Group. The branches have all grown in size in the last 12 months:

	Jan 2009	Jan 2010
Staffordshire Police	949	992
Warwickshire Police	319	368
West Mercia Police	947	975
West Midlands Police	1135	1299
West Midlands Probation	262	284

West Midlands Probation Branch has taken on the membership of the former Staffordshire Probation Board, when the new trust was set up incorporating the former board and the West Midlands Board. The other two trusts, West Mercia and Warwickshire remain distinct. UNISON's membership in West Mercia continues to grow, but at present remains part of the local government branch as does the small membership in Warwickshire.

2010/11 is already proving to be a challenging year, as the employers start to reorganise in attempts to cuts cost. Planned reorganisations were already resulting in job losses but the prospect of the scale of the cuts proposed by the Con Dem government is in a completely different league and the October Comprehensive

Spending Review is awaited with some apprehensiveness.

What is absolutely certain is that the need for a strong, well organised UNISON presence is even more necessary than before.

## 2.6 Yorkshire and Humberside

The two major issues facing the Regional Police and Justice Service Group this year are the prospect of cutbacks and shared services.

With the election of a ConDem government, the prospect of cutbacks and redundancies will become a reality. Vacancy freezes have been introduced in the North Yorkshire Police, West Yorkshire Police and South Yorkshire Police. Reviews are taking place across all forces in the region, which will lead to loss of jobs and redundancies. Some of these will be voluntary, but there is a prospect that some will be compulsory, particularly in North Yorkshire Police.

The forces in Yorkshire and Humberside are looking at introducing the concept of shared services across the region. This, if introduced, would lead to further job losses across the region as a prospective reduction of 9% total spend is projected. A report has been produced by Deloitte for the four forces. The report forecast that some 2,000 to 3,000 police staff and officers would be transferred over a four year period. The new areas that would be affected are special crime units, mounted police, helicopter units, scientific support, HR, finance, learning and development, estates, fleet management, procurement, ICJ and customer contact.

## Section 3: Appendices

### Appendix A

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

Chair - **Caryl Nobbs** Vice Chair – **Raymond Brown**

#### Police staff regional representatives

Eastern	Barry Faber (from October 2009)	General seat
	Megan Howes	Female seat
East Midlands	Chris Hanrahan	General seat
	Carol Standish-Leigh	Female seat
Northern	Gerry Gallagher (until June 2010)	General seat
	Arthur Dickinson (from June 2010)	
	Caryl Nobbs	Female seat
North West	Leslie Whatling (until June 2010)	General seat
	Vacancy (from June 2010)	
	Heather Thompson (from June 2010)	Female seat
Scotland	Raymond Brown	General seat
	Maureen Braid (until October 2009)	Female seat
	Karen Marjoram (from June 2010)	
South East	Sarah Reed (from June 2010)	General seat
	Kathy Symonds	Female seat
South West	Jim Govey (until July 2010)	General seat
	Vacancy (from July 2010)	
	Debi Potter	Female seat
Cymru/Wales	Anne Roberts (until February 2010)	General seat
	Vacancy (from February 2010)	
	Linda Sweet	Female seat
West Midlands	Michael Shepherd	General seat
	Annette Mansell-Green	Female seat
Yorkshire & Humberside	Ian Ventress (until June 2010)	General seat
	Garry Bull (from June 2010)	
	Vacancy (from July 2008)	Female seat

Sector Committee	Russell Whitehouse	
NEC members	Maureen le Marinel Gerry Gallagher (until June 2010) Vacancy (from June 2010)	Female seat General seat
Police Staff Council (Scotland) Sector Committee	Lynn McIntosh (from June 2010) George McIrvine (from June 2010)	Female seat General seat
Probation Sector Committee (from January 2010)	Vance Butterworth Matthew Lay Jenny Martin Tunde Philbert Neil Richardson	
CAFCASS Sector Committee (from January 2010)	David Jolly Vacancy	General seat Female seat

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## Appendix B

### Representation by Service Group Executive members/staff on internal and external bodies for 2008 - 2010

Appointment to:	Current representatives and substitutes
PSC Trade Union Side	C Nobbs (Chair) plus: M Howes, G Gallagher (until June 2010), C Hanrahan, M Le Marinel
Police Staff Council Committee (England and Wales)	C Nobbs (Chair), M Howes, M Shepherd, K Symonds, J Govey (until July 2010), G Gallagher (until June 2010), C Hanrahan, I Ventress (until June 2010), M Le Marinel, L Sweet, A Mansell-Green
PSC Pay & Reward Working Party	C Nobbs, G Gallagher (until June 2010)
PSC Technical Working Party	C Nobbs, C Hanrahan
IPCC	C Nobbs
NPIA Leadership	C Nobbs
NPIA Race and Diversity Training Sub-Group	A Mansell-Green
Home Office Science & Technology Strategy	R Brown
ACPO Forensic Science Business Group	R Brown
ACPO Crime Scene Investigation Board	R Brown
APA Diversity Policy Group	A Mansell-Green
ACPO National Vetting Group	M Howes
National Volunteers Working Party	M Le Marinel
UNISON National Health & Safety Committee	C Hanrahan J Govey (sub)
Skills for Justice Police Committee	C Nobbs I Ventress (sub) (until June 2010)

ACPO Working Groups

● Professional Standards	A Mansell-Green
● Equalities Sub-Committee	
● Joint Working Group on Occupational Health and Welfare for the Police Service	C Hanrahan C Standish-Leigh (sub)
● Race and Diversity Business Area	A Mansell-Green M Le Marinel (sub)
- Race	Vacancy from July 2008
- Disability	Vacancy from July 2008
- Mental Health	Vacancy from July 2008
- LGBT	M Le Marinel
- Age Discrimination	K Symonds
- Women in Policing	K Symonds
Rule I Appeals Panel	C Nobbs, M Howes, J Govey (until July 2010), C Hanrahan
Airwave Police Users Group	R Brown, K Symonds
Airwave National Health Study	C Hanrahan
Airwave Ethics Committee	R Brown
Police Advisory Board	C Nobbs, B Priestley
NPIA Strategy Board	C Nobbs
NPIA National Contact Management Programme	K Symonds

## Appendix C

### Service Group Executive – attendance record June 2009 – June 2010

#### Police Staff SGE attendance record 2009

**1 = attended      A = apologies received      N/A = not applicable**

<b>Members</b>		<b>Basis of representation</b>	<b>4 June</b>	<b>5 August</b>	<b>14 October</b>
Braid	Maureen	Scotland (until October 2009)	1	1	1
Brown	Raymond	Scotland	1	1	1
Faber	Barry	Eastern (from October 2009)	N/A	N/A	1
Gallagher	Gerard	Northern	1	1	1
Govey	Jim	South West	A	A	1
Hanrahan	Chris	East Midlands	1	1	A
Howes	Megan	Eastern	1	1	1
Le Marinel	Maureen	North West	A	A	A
Mansell-Green	Annette	West Midlands	1	1	1
Nobbs	Caryl	Northern	1	1	1
Potter	Debi	South West	1	1	1
Roberts	Anne	Cymru/Wales	A	A	1
Shepherd	Michael	West Midlands	A	1	1
Standish-Leigh	Carol	East Midlands	1	1	1
Sweet	Linda	Cymru/Wales	A	1	1
Symonds	Kathy	South East	1	1	A
Ventress	Ian	Yorkshire and Humberside	1	1	1
Whatling	Leslie	North West	1	1	1
Whitehouse	Russell	Shadow Sector Committee	1	A	A
<b>Total attendance</b>			<b>13</b>	<b>14</b>	<b>15</b>

**Police and Justice SGE attendance record 2010****1 = attended    A = apologies received    N/A = not applicable**

<b>Members</b>		<b>Basis of representation</b>	<b>28 January</b>	<b>24 March</b>	<b>8 June</b>
Brown	Raymond	Scotland	1	1	A
Butterworth	Vance	Probation Sector Committee	1	A	A
Faber	Barry	Eastern Region	1	1	1
Gallagher	Gerard	Northern Region/NEC Service Group (until June 2010)	1	1	1
Govey	Jim	South West Region (until July 2010) A	1	1	1
Hanrahan	Chris	East Midlands Region	1	1	1
Howes	Megan	Eastern Region	1	1	1
Jolly	David	CAFCASS Sector Committee	1	1	1
Lay	Matthew	Probation Sector Committee	1	1	1
Le Marinel	Maureen	North West Region/NEC Service Group	1	A	A
McIntosh	Lynn	Scottish PSC Sector Committee (from March 2010)	N/A	N/A	A
McIrvine	George	Scottish PSC Sector Committee (from March 2010)	N/A	N/A	1
Mansell-Green	Annette	West Midlands Region	1	1	1
Martin	Jenny	Probation Sector Committee	A	1	A
Nobbs	Caryl	Northern Region	1	1	1
Philbert	Tunde	Probation Sector Committee	1	A	1
Potter	Debi	South West Region	1	1	1
Richardson	Neil	Probation Sector Committee	1	1	1
Roberts	Anne	Cymru Wales (until February 2010)	A	N/A	N/A
Shepherd	Michael	West Midlands Region	1	1	1
Standish-Leigh	Carol	East Midlands Region	1	1	1
Sweet	Linda	Cymru Wales Region	1	A	A
Symonds	Kathy	South East Region	1	1	1
Ventress	Ian	Yorkshire and Humberside Region (until June 2010)	1	1	1
Whatling	Leslie	North West Region (until June 2010)	1	1	1
Whitehouse	Russell	Shadow Sector Committee	1	A	1
<b>Total</b>			<b>22</b>	<b>18</b>	<b>19</b>

## Appendix D

### POLICE AND JUSTICE SERVICE GROUP MEETINGS: AUGUST 2009 – AUGUST 2010

Service Group Executive	Police Staff Council Committee (England and Wales)	Police Staff Council Committee (Scotland)	Police Staff Council Trade Union Side	PCSO Working Party	Probation Sector Committee	CAFCASS Sector Committee Council	Probation Service National Negotiating
5.8.2009	29.1.2010	Not met	12.11.2009	10.12.2009	22.9.2009	14.9.2009	23.9.09
14.10.2009	22.4.2010		4.2.2010		18.1.2010	17.11.2009	19.1.2010
28.1.2010	21.7.2010		29.4.2010		14.4.2010	2.2.2010	15.4.2010
24.3.2010			29.7.2010			13.4.2010	7.7.2010
8.6.2010						8.6.2010	
3.8.2010						10.8.2010	

## Appendix E

### Service group branch circulars

#### Police and Justice

Circular No	Date	Subject
P&J1/2010	12.1.2010	Interim Police and Justice SGE elections
P&J2/2010	10.2.2010	Tilley Awards 2010
P&J3/2010	4.6.2010	Primary Justice: UNISON/LGIU Fringe meeting at National Delegate Conference : 15 June 2010

#### Police Staff — July 2009 – August 2010

Circular No	Date	Subject
POL/33/2009	1.7.2009	UNISON Guidance on Gender Identity: an introductory guide for trade union reps supporting trans members
POL/34/2009	8.7.2009	HM Treasury Operational Efficiency Programme: Total Place pilots
POL/35/2009	18.7.2009	2009 Police Staff Service Group Conference Preliminary Agenda
POL/36/2009	17.9.2009	Your passport to learning
POL/37/2009	17.9.2009	2009 Police Staff Service Group Conference – Annual Report
POL/38/2009	17.9.2009	Second year of PSC three year pay deal
POL/39/2009	17.9.2009	2009 Police Staff Service Group Conference – final agenda
POL/40/2009	17.9.2009	Thompsons Employment Law Surgery: Friday, 16 October 2009
POL/41/2009	17.9.2009	Police Staff disciplinary procedure: Saturday session at Police Staff Seminar 2009
POL/43/2009	21.10.2009	Employment Tribunal supports LGPS member facing redundancy
POL/44/2009	23.10.2009	PSC three year pay deal
POL/45/2009	28.10.2009	New model procurement and two-tier workforce agreements

**Police Staff — July 2009 – August 2010 — continued**

POL/46/2009	28.10.2009	UNISON factsheet on the introduction of the new October 2009 Vetting and Barring Registration Scheme by the ISA
POL/47/2009	3.11.2009	Police staff redundancies
POL/48/2009	13.11.2009	Police Staff Service Group Conference 2009 – decisions
POL/49/2009	1.12.2009	Consultation on draft statutory guidance for police collaboration
POL/50/2009	4.12.2009	TUC's new briefing on the Future Jobs Fund
POL/51/2009	4.12.2009	Conservative and LibDem policing policies
POL/1/2010	7.1.2010	Proposals to PSC Handbook Terms and Conditions
POL/2/10	1.2.2010	Campaign against privatisation in Cleveland Police
POL/3/2010	1.2.2010	UNISON responds to Conservative Shadow Home Secretary's attack on PCSOs
POL/4/2010	1.2.2010	UNISON briefing on Home Office White Paper "Protecting the Public: Supporting the Police to Succeed"
POL/5/2010	1.2.2010	Total Place – England
POL/6/2010	1.2.2010	Misuse of 'Misconduct in a Public Office' Charge
POL/7/2010	15.2.2010	Appointment of ex-police officers on police staff pay scales
POL/8/2010	15.2.2010	Home Office: Basic Command Unit (BCU) Fund Guidance
POL/9/2010	15.2.2010	Police Review subscription offer for UNISON members
POL/10/2010	26.2.2010	Policy Exchange Report: "Moving beyond the ASBO in tackling anti-social behaviour"
POL/11/2010	26.2.2010	PSC Bid for Resources to Home Office
POL/12/2010	26.2.2010	Tax relief for uniform cleaning
POL/13/2010	9.3.2010	PSC England and Wales: circular 59 continuous service
POL/14/2010	9.3.2010	Government's Safe and Confident Neighbourhood Strategy

**Police Staff — July 2009 – August 2010 — continued**

POL/15/2010	6.4.2010	HMIC/UNISON seminar : 2010 Working for the Public Inspection: 12 May 2010
POL/16/2010	28.4.2010	Statutory guidance for police collaboration: UNISON briefing
POL/17/2010	21.5.2010	Reaffirming our trade union status: motion 16 Police Staff Conference 2009
POL/18/2010	21.5.2010	Extended use of volunteers: motion 19 Police Staff Conference 2009
POL/19/2010	17.5.2010	Campaign against Cleveland Police 999 service privatisation
POL/20/2010	17.5.2010	UNISON response to NPIA Insight Programme "Provocations" document
POL/21/2010	21.5.2010	PSC (England and Wales): joint JE/equal pay survey
POL/22/2010	21.5.2010	Police Federation report on police staff – the UNISON response
POL/23/2010	3.6.2010	Appointment of ex-police officers on police staff pay scales
POL/24/2010	15.6.2010	Potential claims for discrimination: police staff annual leave entitlement
POL/25/2010	15.6.2010	PSC car allowances: Joint Circular 60
POL/26/2010	21.6.2010	Police Staff Service Group Conference 2009: motion 7 health and safety of PCSOs
POL/27/2010	21.6.2010	UNISON recruitment initiative in Reliance police contracts
POL/28/2010	15.7.2010	2010 Police and Justice Conference: Police Staff Preliminary Agenda
POL/29/2010	26.7.2010	Force budgets and spending – FOI requests
POL/30/2010	6.8.2010	Thompsons employment law advice surgery – Friday, 15 October 2010
POL/31/2010	6.8.2010	UNISON briefing on joint HMIC/Audit Commission report – 'Sustaining Value for Money in the Police Service'
POL/32/2010	6.8.2010	Grant cuts to Road Safety Partnership
POL/33/2010	13.8.2010	Police force cuts and attacks on terms and conditions

**Probation**

<b>Circular No</b>	<b>Date</b>	<b>Subject</b>
PROB/11/2009	7.7.2009	Improving Attendance at Work (IAW) – new NNC circular
PROB/12/2009	7.7.2009	NOMS circular dealing with changes to procedures in approved premises
PROB/13/2009	7.7.2009	UNISON Probation Seminar: Thursday, 19 November 2009
PROB/14/2009	10.7.2009	Probation estate: FM contract review
PROB/15/2009	29.8.2009	Rights following staff transfers
PROB/16/2009	29.8.2009	UNISON response to Probation Qualification Review
PROB/17/2009	14.9.2009	Specification, Benchmarking and Costing Programme (SBC)
PROB/18/2009	24.9.2009	“On Probation” newsletter : Autumn 2009
PROB/19/2009	2.10.2009	Delays to Interserve paying 2008 and 2009 probation NNC pay deals
PROB/20/2009	7.10.2009	NNC Circular 9/2009: union learning reps
PROB/21/2009	23.10.2009	Pay negotiations 2010: branch consultation process
PROB/22/2009	23.10.2009	NOMS confirms that enhanced voluntary severance permissible by probation boards/trusts
PROB/23/2009	2.11.2009	Probation Service Budget 2010-2011
PROB/24/2010	10.11.2009	UNISON Probation Seminar – 19 November 2009
PROB/1/2010	19.2.2010	Ex-probation staff working for Amey on Home Office FM contract : 2008 and 2009 pay rises
PROB/2/2010	15.3.2010	Consultation on 2010 probation pay offer
PROB/3/2010	15.3.2010	UNISON recommends 2010 pay offer
PROB/4/2010	21.4.2010	NNC salary settlement 2010
PROB/5/2010	28.4.2010	Impact of 2008/9 probation pay award: pension entitlement for retirees
PROB/6/2010 advice	14.5.2010	Professional Registration-Representation Unit: for members
PROB/7/2010	14.5.2010	New Vetting and Barring Scheme guidance
PROB/8/2010	14.5.2010	NNC Handbook: amendments

**Probation**

PROB/9/2010	27.5.2010	Car and motor cycle allowances 2010
PROB/10/2010	16.6.2010	UNISON recognition in Amey for Home Office facilities management contract
PROB/11/2010	16.6.2010	Amey 2010 pay deal: non-TUPE staff on Home Office facilities management contract
PROB/12/2010 managerial	7.7.2010	Probation Qualification Framework (PQF): guidelines
PROB/13/2010	13.8.2010	ITV Tonight Programme on unpaid work: 2 September 2010







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