



Norfolk Police Federation

A N N U A L R E P O R T 2 0 1 6

The Federation's core purpose

The core purpose of the Police Federation of England and Wales (PFEW) is:

That PFEW agrees that, in fulfilling its statutory responsibilities for the welfare and efficiency of its members, the Federation at all levels will:

- *Ensure that its members are fully informed and that there is the highest degree of transparency in decision-making and use of resources.*
- *Maintain exemplary standards of conduct, integrity and professionalism.*
- *Act in the interests of the members and the public, seeking to build public confidence in the police service and accepting public accountability for its use of public money.*
- *Work together within the Federation and in partnership with others in the policing world to achieve its goals.*

Norfolk Police Federation branch first six-month strategy for 2017:

- *To represent Norfolk officers, to alert the public and influence local councils, partners and appointed Norfolk MPs, of the effects that any further budget cuts in the life-time of the next Parliament would have in line with the PFEW national strategy.*
- *To highlight the changes to crime patterns, the myriad of other non-crime related incidents and the working practices impacting on the workload and welfare of officers.*
- *To raise the issue of those officers who are suffering acute and chronic mental ill-health, especially due to work-related issues.*
- *To continue to shape Norfolk Police Federation branch in line with Sir David Normington's independent review and consistent with the timelines laid down by PFEW and the Home Office.*
- *To identify and promote officer safety issues during times of reduced workforces, increased workloads and changes in legislation.*
- *Share and support any national campaign to highlight the role of policing in society (namely Protect The Protectors).*

Introduction from the branch secretary – Keith Bristo



This 2016 annual report is a brief insight into the work that Norfolk Police Federation representatives undertake.

Officers are working hard to accommodate the austerity measures that have increased their workload and reduced their numbers (nationally). While enduring these pressures placed on them, officers have seen pay freezes and restricted one per cent pay rises which have left them out of kilter with inflation which is currently at its highest for some time.

Current pay has caused some officers not to join the police pension scheme at a time when the Government is pushing for people to take up pensions (since April 2015). It is vital officers take financial advice before deciding not to pay into a pension. Officers are also not taking out important insurances that cover them for those unforeseen incidents, including a career ending injury on duty and the reductions in pay during sickness.

I continue to hear from officers who are trying to maintain a 'can do' attitude while working under the pressures of cancelled rest days to provide support to colleagues for ever increasing numbers of high priority policing events.

When new computer policing systems are introduced such as Enterprise Resource Planning (ERP) and Athena, officers are reliant on training to teach them to use the systems efficiently. This causes absences from an overstretched workforce and such training is often not afforded the time needed to acclimatise officers to the new systems. I continue to be humbled by the dedication of officers who are undergoing the pressures of the job, changes to their conditions and high levels of scrutiny as they perform their sworn duty for the public.

View from the branch chair – Andy Symonds



I would like to take this opportunity to briefly review what has happened in the last 12 months. 2016 has been another year of change and pressures have increased to deliver the same service with less.

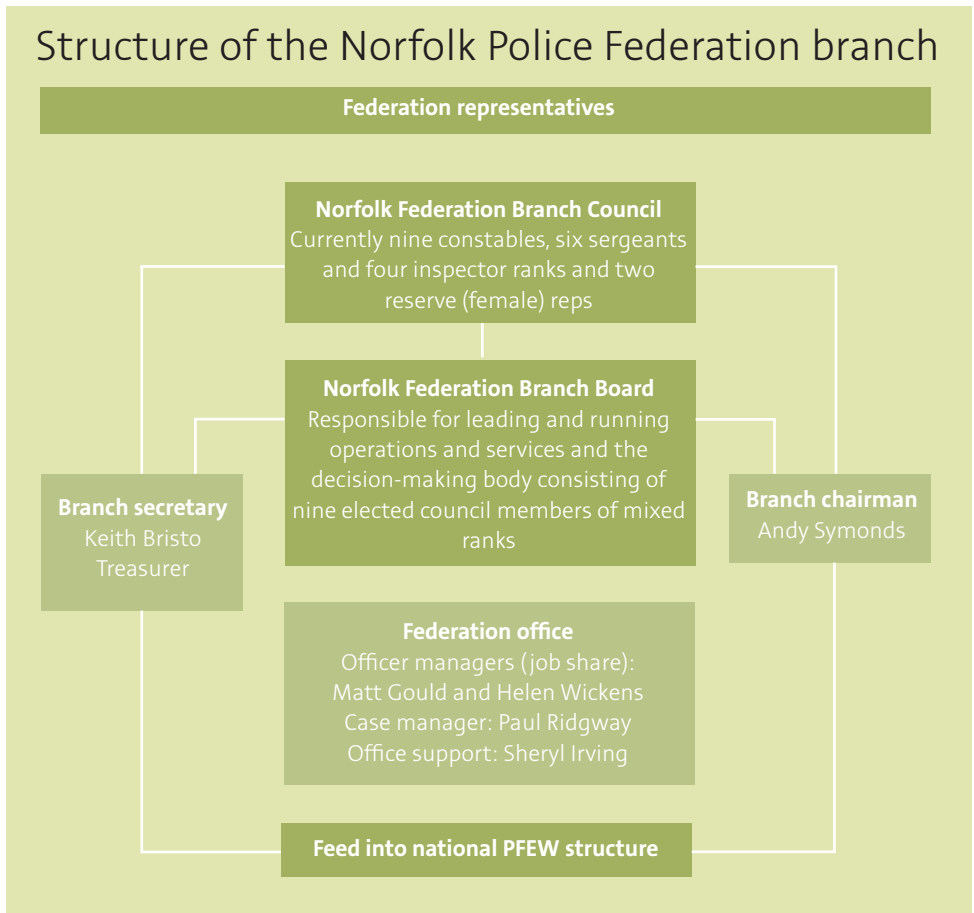
Having only taken the chair's position in January 2017, I have been hit by the sheer volume of work. I was the vice chair during 2016 and was able to view the workload although I was not in a full-time position within the office. As the new chairman, I am the voice of all 1,500 Federated police officers in Norfolk. I relish taking on this role and trying to make officers' professional lives easier. I aim to reduce the bumps in the road to try to make your vocation a smoother ride.

I'm acutely aware of the lack of officers physically on the front-line. I only recently left my role at Great Yarmouth. I have seen that officers are under extreme pressures by going from job to job giving them no time between attending to their crimes and generated paperwork to engage in proactive policing.

The Government is continually cutting the central funding it gives to the police service which has left the Police and Crime Commissioner plugging the gap by increasing the policing element of the council precept by two per cent which, in effect, keeps funding stagnant, while demand rises.

The night time economy and extended licensing hours was brought in during full funding from central Government. The night time policing demand on covering these hours has grown while budget cuts bite. For officers policing the streets and giving their all, the demand has started to affect them physically and mentally.

Structure of the Norfolk Police Federation branch



Pay and morale survey

The Police Federation of England and Wales ran a national pay and morale survey during 2016 to help inform the Pay Remuneration Review Body. Here are highlights of the Norfolk results:

Norfolk officers gave 494 responses, representing a response rate of around 33 per cent.

The national response rate for the 2016 survey was 35 per cent.

Of these responses, 76.7 per cent came from Norfolk Constabulary male officers and 23.3 per cent from female officers. Constables made up 71.9 per cent of these respondents, 21.1 per cent were sergeants and seven per cent were inspectors or chief inspectors.

Morale

The 2016 survey of Norfolk Constabulary rank and file officers found that more than half of respondents (53 per cent) felt that their own morale was low.

- 60 per cent said the factor negatively affecting officers' morale is a lack of work-life balance.
- 82 per cent said that it is the way police are treated as a whole.

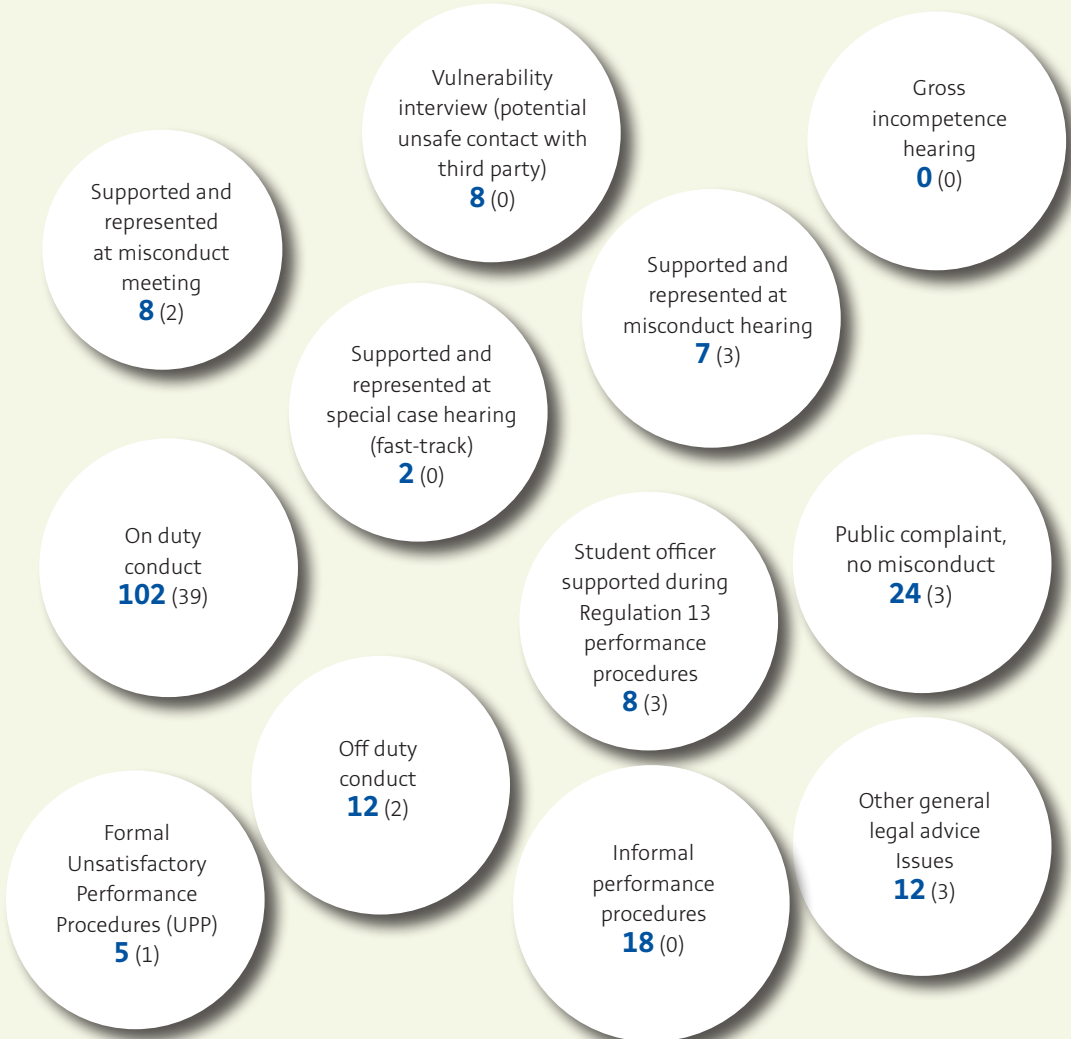
Pay

- 59 per cent said they are not satisfied with their pay.
- 71 per cent said they are not paid fairly given the stresses and strains of the job.

Conduct and performance

The current Conduct and Performance Lead Officer (CAPLO) is Andy Symonds and the deputy is Nick Cheshire. During 2016 Eric Bradley was the CAPLO.

In many cases, the misconduct proceedings can be the result of a spurious claim, an honest mistake or a moment of inattentiveness to the rules. Under-performance can often be as a result of an underlying issue that needs to be addressed. In these cases, specially trained conduct trained representatives can advise members, making representations on their behalf to the appropriate authority and negotiate outcomes.



The figures in bold are new cases started in 2016. The figures in brackets are ongoing cases as at 31 December 2016.

Post-Incident Procedures

Post-Incident Procedures (PIP) are investigations into the death or serious injury of an individual following police contact or intervention. These procedures, outlined by the College of Policing Authorised Professional Practice (APP), were designed for firearms deployments but are adapted to deal with incidents in custody, collisions involving a police vehicle or any use of force.

There are set procedures to be followed to ensure the integrity of the investigation while considering the welfare of the officers involved.

Some involve a local investigation while others are undertaken by the Independent Police Complaints Commission (IPCC).

The procedures are more complex than can be explained here but we have volunteer specialist trained Federation representatives available to assist members through the process to ensure they can give best evidence.

Number of members assisted

49

Chairman's message

By Andy Symonds

My experience of the IPCC is a mixed picture particularly when it comes to investigating officers' alleged misconduct. They tend to assess investigations at the high end as being gross misconduct and will not re-assess this until the end of the investigation.

Gross misconduct means an officer could be at risk of losing their job. I represented an officer for an alleged gross misconduct which it took the IPCC over a year to investigate and the end result was management action outside of the discipline framework. So, for more than a year, this officer was placed under extreme mental pressure wondering if they would lose their career and livelihood.

In addition, officers feel, quite rightly, that their lives are on hold due to the fact they can't apply for other jobs internally or transfer to another force if they wish as well as being unable to resign and or retire. Sadly, this is not unusual and is repeated on various levels in Norfolk and across the country. This cannot be right and we make those representations hard to the IPCC, however, it seems to be immovable in its rationale. The national Federation, with support from the local branches, is making representations to the IPCC. Hopefully, it will listen to reason.

I'm happy to report that the PSD is making similar representations to the IPCC as it also sees the issues, particularly around the length of investigations. I raise these issues directly with the chief officer team as well and I know that our Chief Constable, along with other chiefs around the country, is raising these concerns with the IPCC.

It is important that officers complete a professional, high quality job so they protect themselves. We are conscious officers will do all they can to meet the demands placed on them as they are people who want to help and have a 'can do' attitude. I would say to officers that if they are juggling a number of CADs and crimes and are feeling the pressure, please tell your supervisor. Tell them that you are not able to complete all tasks due to having to answer another emergency call or another demand placed upon you that is a higher priority. Please don't be afraid of raising these issues if you are struggling to complete jobs according to Force policy, procedures and the law.

We are acutely aware that locally and nationally we do not have enough officers to meet demand. Therefore officers need to protect themselves from criticism, complaints and investigations that may be brought against them. Raising your concerns with supervisors could help alleviate some of these issues and pressures.

Officer assaults

By Andy Symonds, Federation chairman

Both locally and nationally, the Federation has been highlighting the ever-growing issue of officer assaults. Locally, you will have seen that Norfolk Police Federation has produced the six-point investigation standards which have the support of the Chief Constable. I would urge all officers to report all assaults as we need to get the factual data to strengthen our campaign calling on the Government to increase the sentences given to offenders who assault police.

According to Home Office figures, 475 Norfolk police officers were assaulted between 1 April 2015 and 31 March 2016 but I know that these incidents are vastly under-reported. Officers, please report any kind of assault of any level upon you and get it crimed so that the Government gets to see the real picture.

Nationally, the Federation has been given the support of a Labour MP in Halifax who, with the Federation's help, is currently getting a Bill slowly through Parliament that would make it an aggravated offence to assault an emergency service worker.

We have also lobbied the Home Secretary, Amber Rudd, and Policing Minister Brandon Lewis (MP for Great Yarmouth) to ask the Government to issue statutory sentencing guidelines to magistrates and judges so that when an offender is found guilty of assaulting an officer the starting point is a prison sentence.

CICA and civil claims

Criminal Injuries Compensation Authority (CICA) claims

The Government introduced a new version of the CICA scheme on 27 November 2012. This means that certain injuries are no longer classed as being serious enough to warrant a claim through the CICA. Examples of physical injuries no longer in the scheme include bruising, black eyes, minor scarring, broken nose, broken/loose teeth and broken ribs. Other injuries like fractured fingers, a broken hand, ligament damage, dislocation and the like are still eligible for an award only if it can be shown that there is a 'continuing significant disability'. For psychological injuries there must be a psychiatric diagnosis.

For officers with serious injuries this could severely affect their future career and life.

CICA 2016 summary

4 new claims
1 claim finalised
7 claims ongoing.

Civil claims 2016

Civil claims can prove controversial for police officers if pursued as a result of their duty. However, the majority relate to incidents not connected with work matters. The Federation helps those wanting to make a civil claim by referring the case to a legal advisor for assessment. Claims are settled via the respective legal advisors.

30 claims opened (not including 8 claims via PF Claimline)

5 claims finalised:

4 claims with awards (total compensation of £24,111.20) - RTC-related

1 - no award - medical negligence.

33 claims outstanding:

Includes claims for employer liabilities, road traffic collisions, medical negligence.

Equality and workplace issues

The Equality Lead Officer (ELO) was Michelle Lillie for 2016 and is now Sam Hawkins as we move into 2017.

Federation representatives have many conversations with members about perceived unfair treatment at work. Many just result in no more than a confidential conversation and advice. Some go on to informal action; others to the more formal Fairness at Work (FAW) procedures; some can be considered for an Employment Tribunal. All these procedures are not about apportioning blame but about finding a resolution at the earliest stage. The Federation also works alongside other support networks.

The below gives a general idea of the

number of members we assist. We do not record quick verbal advice or where no further action is taken. These are all cases where a Federation representative has had to take some action or negotiate with the Constabulary to pursue a resolution.

Early resolution helps keep a member at work and keeps the officer focussed on their demanding job rather than worrying about workplace issues.

Not all issues are easy to resolve or indeed can be resolved; but the Federation helps to find resolutions where possible while trying to ensure that the member is treated fairly and lawfully.



*The figures in **bold** are new cases started in 2016. The figures in brackets are ongoing cases as at 31 December 2016.*

Sickness, UAP, limited duties, ill-health and welfare support

All Federation representatives receive Attendance Support training and can assist with advice and representation at Attendance Support Meetings (ASM) or in relation to sickness matters. More specialist advice and support is available for the Unsatisfactory Attendance Procedures (UAP), ill-health retirements, Police Injury Benefit Regulations, half pay issues and Adjusted Duties Meetings (ADM).

The Federation supports officers through advice, referrals and options for the future. Sometimes this can help in getting an officer back to work quicker or, if needed, secure a dignified exit from the service. It is important that officers are treated fairly when it comes to health matters particularly any injury or mental health issue obtained as a result of putting themselves in harm's way to protect the public.

Issues 2016	New cases 2016	Ongoing at 31 December 2016
Officers supported at Attendance Support Meetings (could be just one meeting or a series)	35	30
Officers supported through reduced pay appeals due to long-term sickness (could be one or several appeals on each case)	11	9
Officers supported through the ill-health retirement process (this can take several months)	7	7
Appeals to the Police Medical Appeals Board (PMAB) about ill-health retirement	4	2
Officers supported through the injury award process after ill-health retirement due to work-related injury	0	0
Officers supported through Unsatisfactory Attendance Procedures (UAP)	0	0

Expenditure on medical reports to assist members through the above processes: **£3,361**

The Police (Amendment) Regulations 2015 mean an officer can be placed on adjusted duties if they are not fully deployable because of a medical reason for an extended period of time. Relevant officers are being called to Adjusted Duties Meetings (ADM).

Unless certain conditions apply it could lead to a reduction in salary after one year of adjusted duties. Federation representatives trained in equality are available to assist members through the process and try to prevent potential discrimination in applying the policy. This has caused a lot of angst and stress among those affected and an increased workload for the Federation. Officers attend regular review meetings.

Officers assisted at Adjusted Duty Meetings during 2016: **29**



Welfare support

Norfolk Police Federation is linked in to the Mind Blue Light Programme and the PFEW and Police Firearms Officers' Association (PFOA) Welfare Support Programme (WSP) in order to support officers and their families in difficult situations or suffering mental health issues. Further work is continuing in this growing area of concern.



Insurance schemes

Group Life Insurance Scheme including RAC cover*

958 people with Group cover

408 people with spouse cover

176 RAC call-outs this year for members using the GIS RAC cover*:

Cost per month: £12.61 (Group) and £6.40 (spouse)

Legal expenses protection insurance (LEPI)

586 serving officers with cover

This is a comprehensive legal protection insurance at greatly reduced cost and covers most legal issues for members and their families. It covers off duty matters. A court defence for a non-work related matter will not be funded by the Federation and can run into tens of thousands of pounds. A police officer is unlikely to get legal aid.

Cost per month: £2.69

Travel insurance (family cover)

630 policies issued

Cost per month: from £4.76

Sickness insurance

To cover for half pay situations during long-term injury or illness (after six months)

591 with cover

Cost per month: £2.60

* For its members, Norfolk Police Federation offers a comprehensive top of the range, breakdown and recovery service provided by the RAC which includes European travel and embraces a wide variety of vehicles including motorcycles and camper vans. This cover is combined with the Group Life Insurance Policy thereby providing excellent value for money.



MEMBERS ONLY

For further information, policies or application forms on any of the above, please see the website

www.norfolk.polfed.org

Meetings and events

Federation representatives have a major role to play in attending meetings and events to influence and negotiate on all matters to do with the welfare and efficiency of members. For instance, there are national Federation meetings like the Interim National Council (a meeting of all the Branch chairs and secretaries with the national representatives) or specialist national meeting in areas like conduct or equality to ensure representatives are continuously professionally developed and

can give the best advice.

There are local meetings with various departments in the Constabulary including the Joint Negotiating and Consultative Committee (JNCC), working groups, meetings with heads of departments and consultations on Force policy. We represent our members at national events like the National Police Memorial Day as well as meeting with the Police and Crime Commissioner and local MPs.

Health and safety: an overview

The dedicated health and safety lead was Keith Bristo during 2016 and, as we move into 2017, is Shane Schucroft. Keith and Shane have been working on various projects with the Force throughout the year. This vital work helps ensure the safety of officers and the public but often goes unnoticed. Here is a snapshot of the work. The full range of projects undertaken cannot be covered here.

Blood on uniform

While Norfolk Police Federation has been working with the health and safety department of Norfolk Constabulary, we have identified a chemical spray that treats the uniform officers wear and protects officers for a period of six hours. This work has now been presented at

a national conference and is recognised as a 'solution' to protecting officers who are exposed to blood borne viruses while they are doing their duties

Hinge guards and interior lighting

The vehicles that carry prisoners from where they were attested to the Police Investigation Centre have had extra safety measures provided. Safety measures have been taken on the door hinges in order to guard against fingers becoming trapped when a door is closed. Additionally, the interior cell light of the vehicle has needed to have the auto-off switch altered to stop the light turning off when a person is held in the cell at the rear of the vehicle.



Advice services

18

people attended

FINANCIAL SURGERIES

Provided by Alan Boswell & Co

22

people attended

MATRIMONIAL SURGERIES

Provided by Rogers & Norton

13

people attended

MORTGAGE ADVICE

Provided by Mortgage Excellence plc and Forces Financial

DEBT ADVICE

referrals made to

PayPlanTM
live again

(Figures not recorded)

Funding and financing

The Norfolk Police Federation Branch keeps 30 per cent of the subscription funding from its members in order to run the local branch. The remaining 70 per cent goes to Federation HQ where requests for legal assistance are processed in accordance with fund rules. The Norfolk branch finances are supplemented by income from member services which are administered by the office staff.

The majority of subscriptions nationally go towards legal costs in supporting members with work-related issues.

The major cost locally is for our experienced staff who provide an excellent service covering the office, answering members' queries, arranging meetings, courses and retirement seminars, negotiating with the Force, carrying out research, administering member services and generally supporting the representatives.

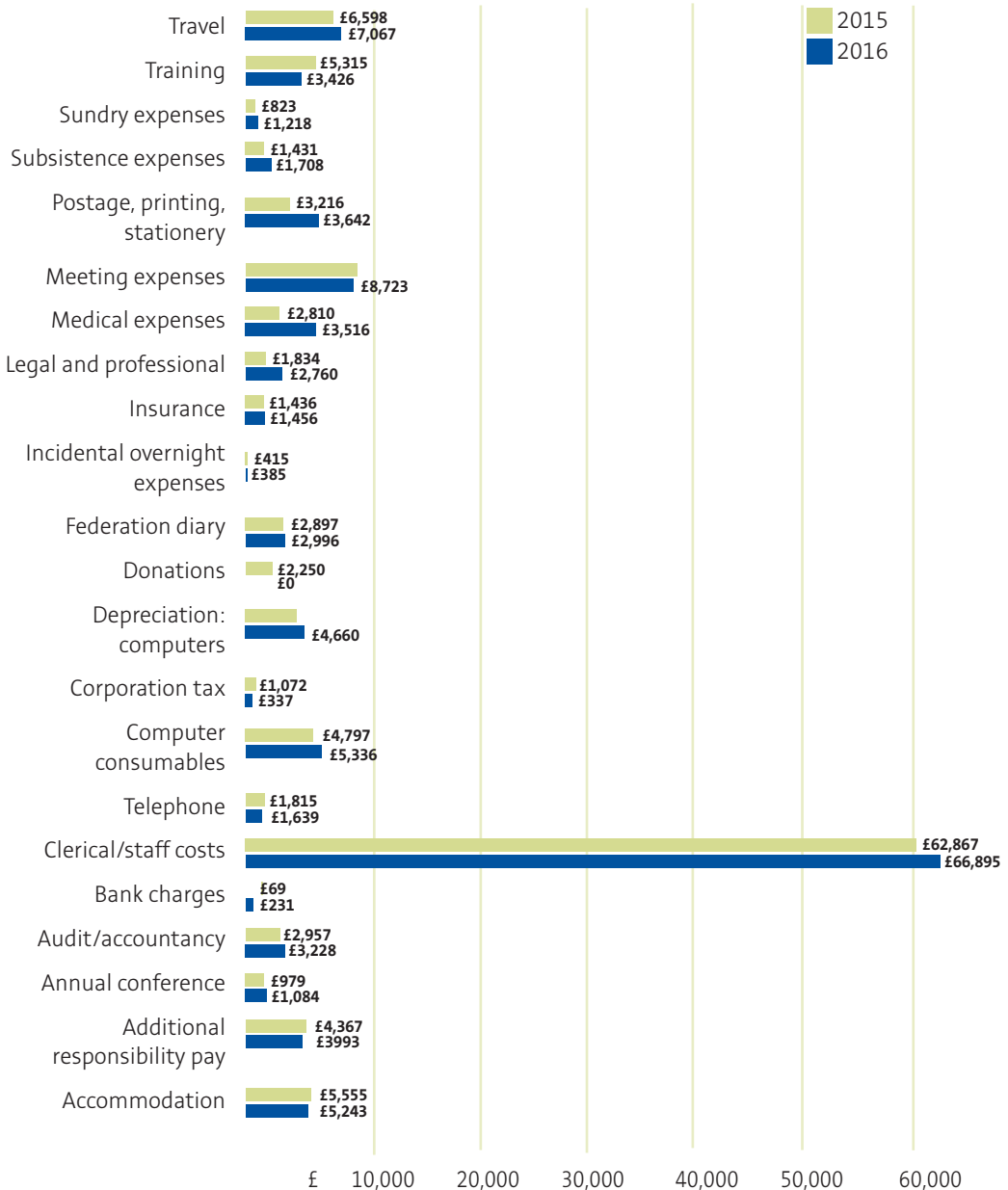
Expenditure is overseen by the treasurer and there are three trustees who dip sample and check the accounts. The accounts are also audited by professional chartered accountants.

Conference costs are down as we have reduced the number of representatives attending to make savings. This also reduces the cost to the Force. Donations to worthy causes have increased as the Branch Board has authorised contributions towards the Police Roll of Honour Trust, the National Memorial Arboretum and to funds supporting the families of colleagues who have died throughout the country.

Financial summary	2015	2016
Total income	£143,625	£140,669
Total expenditure	£126,886	£125,890
Net assets	£581,035	£595,834

The Norfolk Police Federation branch has, over many years, carefully managed its expenditure and made savings every year to build up reserves. These reserves are to ensure Norfolk Police Federation remains in a secure and stable state.

Branch expenditure 2016



Other events of note 2016

JANUARY

Outstanding Contribution to Road Policing Awards sponsored by Irwin Mitchell LLP. Roads police officers were recognised for making 'meritorious and outstanding' contributions to the roads policing portfolio during the last 12 months. Chief Inspector Christopher Spinks of Norfolk and Suffolk Constabularies was one of the joint runners-up.

FEBRUARY

Police Federation of England and Wales (PFEW) welfare survey is launched.

MARCH

Leadership review.

Entry routes into policing. Fast-track, direct entry programmes are introduced for the Federated rank of inspector.

Norfolk 20/20 staff consultation – results are announced.

JULY

Bravery awards, the regional winner is Norfolk PC Stuart Watson who, while off duty, apprehended a man threatening people with a lump hammer in a supermarket car park. Despite being hit, Stuart was able to disarm the man and arrest him.

One per cent pay increase. The Home Secretary announced the Pay Remuneration Review Body (PRRB) awarded a one per cent pay increase from 1 September. The Home Office and Treasury acknowledged the UK economy grew by 2.9 per cent in 2015, yet the Government still expects hard-working police officers to further tighten their belts year on year.

The proposal to make all public holidays save for Christmas Day and New Year's Day exchanged for annual leave was successfully challenged by PFEW.

AUGUST

Steve White, national Federation chairman, outlines the need for a fair approach across the board at a time when the service is struggling to cope with demand. "Long hours, cancelled leave and unpaid overtime are everyday realities for our members. This isn't out of choice but instead necessity.

"At the same time there is a continuing drop in both overall and front-line officers and increased sickness across the service. We are creaking under the pressure. When the stark reality is that this situation is unlikely to change without increased investment, it's important that current funding is appropriately aligned and managed fairly. With reducing numbers and a squeeze on pay and expenses for the majority, now, more than ever, officers want to know that there is parity across the board."

SEPTEMBER

National Police Memorial Day. Police officers of all ranks join the families of fallen officers at St Paul's Cathedral in London for the annual service.

APRIL

Fulton v Bear Scotland – court case, leads to agreed holiday payment to compensate officers.

MAY

Police Federation annual conference in Bournemouth – attended by Sir Tom Winsor, head of HMIC, the chairman of the National Police Chiefs' Council (NPCC), the chief executive officer of the College of Policing and the Home Secretary to name a few.

Lorne Green elected as Norfolk PCC.

PFEW communicates directly with members about the work being done via the membership database.

JUNE

BREXIT - Andy Fittes, general secretary of PFEW, said: "Now that the public has voted for the UK to exit the European Union it will be vitally important that we continue to work closely with the Government and key stakeholders to protect those rights our members receive that stem from European Union legislation."

OCTOBER

MP shows support for improved officer safety. Holly Lynch, MP for Halifax, called on Policing Minister Brandon Lewis to standardise the collection of assault data across all forces, explore options for tougher sentences for offenders found guilty of assaulting officers and to recognise the issue of single crewing and the risk this presents.

Ms Lynch reports how while out on patrol with PC Craig Gallant of West Yorkshire Police she saw first-hand how this officer was surrounded by an aggressive crowd of people following the routine stop of a vehicle.

Police Federation's National Detectives' Forum (PFNDF) Awards recognise Britain's elite detectives.

NOVEMBER

Mental health first aid training is provided for representatives during Continuous Professional Development (CPD) training arranged by Norfolk Police Federation.

DECEMBER

College of Policing. All new police officers in England and Wales will have to be educated to degree level from 2020.

New Year's Honours. Nearly double the number of Federated officers awarded a Queen's Police Medal (QPM) in the 2016 New Year's Honours list. In total nine Federated officers were awarded the prestigious honour compared to five in 2016. An MBE was awarded to Raymond Lumley – Special Chief Inspector, Norfolk Constabulary, for services to policing.

Workplace representatives for 2016

All workplace representatives are members of the Branch Council

Rep	Location	Board member	H & S trained	Grievance trained	Equality trained	PIP trained	Discipline trained	ASM trained	Mental health First aid trained	Other roles
Andy Symonds Chair	OCC	●	●	●	●	●	●	●	●	CAPLO
Keth Bristo Secretary	OCC	●	●	●	●	●	●	●	●	Treasurer Equality lead, H & S deputy
Sam Hawkins	OCC	●	●	●	●	●	●	●	●	Equality lead Deputy secretary
Shane Schucroft	OCC	●	●							H & S lead, roads policing lead uniform and standards deputy
Adam Edge	Sprowston	●	●	●	●	●	●	●	●	Custody deputy
Andy Guy	OCC						●			CID lead
Nick Cheshire	Great Yarmouth	●					●	●	●	Vice chair, discipline deputy, PST deputy, Ethics Committee deputy
Andy Smith	Kings Lynn	●	●	●	●	●	●	●	●	Constables lead
Steve Gouden	Hurricane Way								●	
Rob Devlin	Aylsham						●			
Andy Bithell	Acle				●					Firearms lead
Rob Curl	Kings Lynn	●					●	●	●	Custody lead Ethics Committee lead
Brain Sweeney	Aylesham	●						●	●	
Garth Woodward	Dereham	●								Professional development lead, PST deputy
Kevin White	North Walsham						●			
Jo Minnis	Bethel Street							●	●	Uniform and standards lead, Professional development deputy
Terry Jordan	Thetford									Reserve member
Lee Wilson	Hurricane Way	●	●	●	●	●	●	●	●	