



## Devon and Cornwall Police Authority Minutes

A meeting of the **Chairs' Committee** was held on 4<sup>th</sup> September 2008 in the Conference Room, Endeavour House, Woodwater Park, Exeter starting at 09:30am.

### **Present:**

Chairman.... J Smith

Mr M Bull, Mr B Greenslade and Mr D Money

### **Officers in Attendance: -**

**Police Authority** Mr G Davey (Chief Executive), Mr J Glasby (Treasurer), Mr C Schofield (HR Consultant) and Miss N Walters (Personal Assistant to the Chief Executive) Ms J Norris (Assistant Chief Executive)

**Constabulary** Mr S Otter (Chief Constable), Mr S Vry (Programme Director) Ms T Croft (Head of Corporate Communications)

### **C/22 Apologies for Absence**

Apologies for absence were received from Mr M Hicks and Mr B Preston

### **C/23 Declarations of Interests**

There were no declarations of interests.

### **C/24 Items Requiring Urgent Attention**

No items requiring urgent attention were raised.

### **C/25 Additional HR Capacity to Support 2012 – 'Countdown to Excellence'**

The Chief Constable introduced a report which provided an update detailing how the budget allocated to the Human Resources Directorate to support the additional activities required to support the 2012 'Countdown to Excellence' programme is being utilised, together with an outline of ongoing spend.

Issues discussed during consideration of this item included:

- Whether or not the Human Resources Department is compact and robust enough to face the challenges that lie ahead
- Current staff culture
- Centralised services
- Addressing BCU corporate working
- Overall issues for the Human Resources Department
- The possibility of arranging a 'Peer' review

**RESOLVED:** That the report be noted.

### **C/26 Draft Health and Safety Policy**

The Assistant Chief Executive presented an amended version of the Health and Safety policy to Members. The policy is complementary to the Constabulary's version and all Police Authority Officers were given the opportunity to read the policy and input their views.

Issues discussed during consideration of this item included:

- Whether the impact assessments have been formally logged
- Members responsibility within the policy
- The procedure for reporting health and safety issues for Members and Officers

#### **RESOLVED:**

- (i) That a guide be produced for Members to explain what is expected of them in terms of healthy and safety
- (ii) That the policy be amended to contain Members common law duties and responsibilities
- (iii) That the revised policy be brought back to the next meeting

### **⌘ C/27 Financial Support for Chief Officers and Directors**

The Treasurer presented a report to Members to consider the recommendation that decisions over the extra support which was agreed at the May meeting be delegated to the Chief Constable and Treasurer and for the same facility to be extended to Directors.

Issues discussed during consideration of this item included:

- The maximum exposure per person
- Whether the policy applies to existing or new Chief Officers

#### **RESOLVED:**

- (i) That decisions over the extra financial support for Chief Officers of £5,000 previously agreed, be delegated to the Chief Constable and Treasurer following consultation with the Chair of the Authority
- (ii) That the same facility for additional support be extended to Directors

### **C/28 Dates of Future Meetings**

Members considered future dates for the Chairs' Committee.

#### **RESOLVED:**

- (i) That the next Chairs' Committee will meet on 20<sup>th</sup> October 2008, 2pm at Endeavour House
- (ii) That the Chief Executive will configure future meeting dates for the Chairs' Committee

**C/29 Closed Items** (Items considered by the Committee with only members of the Police Authority, appropriate Officers and expert advisors present, on the grounds that exempt/confidential information may have been discussed)

**RESOLVED:** That the items detailed in the table below be considered as closed items.

Minute number	Report title	Relevant Act	Relevant section
C/30	Corporate Communications Department: review and steps forward	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A, Paragraph 1. Information relating to any individual.
C/31	Update on Devon and Cornwall Constabulary's Change Programme	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A, Paragraph 1. Information relating to any individual.
C/32	Workforce Modernisation – Returning 200 Officers to the Frontline	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A Paragraph 4. Information relating to any consultations or negotiations, or contemplated consultation or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority

**C/30 Corporate Communications Department: review and steps forward**

An update report was presented to Members on the review and steps forward of the Corporate Communications Department. The report included key changes that have taken place and a table of actions and timescales.

Issues discussed during consideration of this item included:

- Current job vacancies within the department
- Job vacancies which have been filled
- Formal PR links between the Constabulary and Authority
- Police Authority consultation work
- Member awareness of the Corporate Communications Department review

**RESOLVED:** That the contents of the report were noted.

**C/31 Update on Devon and Cornwall Constabulary's Change Programme**

The Programme Director presented an update report on the Devon and Cornwall Constabulary's Change Programme. The report included three appendices which provided an overview of the current content, milestones and schedule for the change programme.

Issues discussed during consideration of this item included:

- Communication with stakeholders throughout the project
- Communication with the Treasurer throughout the project
- The Job and Grading project
- The financial implication
- The need for a close working relationship between the Authority and Constabulary throughout the programme
- Future Seminar in the Autumn for the Constabulary and Authority

**RESOLVED:** That the contents of the report be noted.

**C/32 Workforce Modernisation – Returning 200 Officers to the Frontline**

The Chief Constable presented an update report to Members on the current progress to return 200 police officers to frontline roles and the disestablishment of police staff posts.

Issues discussed during consideration of this item included:

- Critical dates which have been identified
- The robust system which has been put into place to ensure communication and support for staff
- Systems which have been put in place

**RESOLVED:**

- (i) That the contents of the report were noted
- (ii) That the Chief Constable will produce an update report for public consumption

The meeting finished at 1110hrs