

**Devon And Cornwall Police Authority
Minutes**

A meeting of the **Human Resources Committee** was held in the Conference Room, Police Authority, Endeavour House, on the 18 January 2006, starting at 10.00hrs

Present

Chairman Mr J N Smith

Members Mrs A Malcolm Mr S M Malloni, Mrs J Owen, Mr B Preston and Mrs A Talbot.

Officers In Attendance

Inspector J Chinn (Territorial Policing and Partnerships), Mr J Crooks (Employee Relations Manager), Mr N Holt (Head of Human Resources), Miss T Kelland (Consultation Officer Sgt S Mair (Territorial Policing and Partnerships), Mr C Miller (Recruitment and Development Manager), Miss J Norris (Assistant Chief Executive) and Mr C Schofield (HR Advisor to the Authority)and), Mrs E Townsend (Police Authority Liaison Officer),.

HR/140 Apologies for Absence

Apologies for absence were received from Sir Simon Day, Mr T Evans, Mr IPA Doggett and Mr D Money

HR/141 Declarations of Interest

No declarations of interest were made in respect of any items on the Agenda.

HR/142 Minutes

RESOLVED that the minutes of the meeting held on 7 October 2005 be confirmed as a correct record.

HR/143 Recruitment and Retention of Police Officers

The report provided the Committee with police officer recruitment and retention data for the current financial year.

Issues discussed during consideration of this item included:

- Slight increase in the number of female recruits;
- There is a national standard for recruitment practice and procedure;
- Recruitment of Officers from minority ethnic groups especially stimulating initial interest;
- Career paths for a Police Officer within the Force;
- Age range of recruits and leavers;
- Mentoring and coaching for new recruits;
- Reasons for probationers leaving;
- Recruitment of specialist Officers e.g. detectives and neighbourhood beat managers;

RESOLVED to note the report

HR/144 Impact of Age Legislation

The Employment Equality (Age) Regulations 2006 will come into force on 1 October 2006. These regulations will apply to all workers and to people who apply for all work or vocational training. The regulations will prohibit direct or indirect age discrimination as well as harassment or victimisation. The report summarised the preparations undertaken by Human Resources Department, indicated the likely impact on staff and described the work that will be required to fully prepare for implementation.

Issues discussed during consideration of this item included:

- A flexible working policy is being drafted;
- The Code of Practice has not yet been published;
- Regulations for Police Officers will need to be changed by legislation;
- Traffic Wardens have been recruited over the age of 65 years so the experience together with that of retaining staff beyond the normal retirement age can be used to build best practice for the future;
- As a public employer we need to be setting an example regarding best practice.

RESOLVED

- (i) to note the report;
- (ii) to endorse the requirement for collective HR briefing;
- (iii) that the Committee reviews the arrangements for policy preparation and monitoring in early 2007 or, following publication of the Code of Practice, whichever is the earlier.

HR/145 Recruitment and BNP Membership

Interest had been expressed regarding the implementation of the ACPO (Association of Chief Police Officers) decision regarding membership of BNP and similar organisations being incompatible with service as a Police Officer or a member of Police Staff. This report described the application process dealing with these matters.

Issues discussed during consideration of this item included:

- recent case history at employment tribunals concerning racial discrimination and BNP membership;
- review and clarification of the Force policy and practice;
- vetting procedures;
- the number of different types of organisations to which people may belong;
- learning from other public organisations who may face similar issues

RESOLVED to note the report

HR/145 Key Worker Housing

RESOLVED to defer this item to the next meeting of the committee

HR/146 Implementation of National Race & Diversity Learning and Development Programme.

The Head of Human Resources updated Members on the Implementation of the National Race & Diversity Learning and Development Programme.

Issues discussed during consideration of this item included:

- Funding for 4 race and diversity trainers within the Force has been approved;
- Negotiations are taking place with other training providers.

RESOLVED to note the report

HR/147 HMIC Report of Training Best Value Review

An oral update will be given on the implementation of the Her Majesty's Inspector of Constabulary (HMIC) recommendations.

Issues discussed during consideration of this item included:

- The Force Costed Training Plan is in preparation;
- The training function is currently undertaking a self- assessment;
- Peer review planned for April / May;
- Final HMIC visit in June.

RESOLVED to note the report

HR/148 Long Term Sickness Profile

This report provided information about the numbers of Police Officers and Police Staff members who have been continuously absent for 100 days or more.

Issues discussed during consideration of this item included:

- The mechanisms and procedures for handling absence management;
- Relationship of human resources professionals in Basic Command Units to the human resources professional in Headquarters;
- the HR staff in BCU are BCU staff and managed within the BCU;
- consistency of case management;
- Covering the work of the absent person especially when an officer is absent long-term especially in front-line roles ;
- Trend and comparative information of absences.

RESOLVED

- (i) to note the report;
- (ii) that the HR Department be requested to undertake research to establish areas of consistency and inconsistency relating to attendance case management throughout the Force, with the purpose of reviewing procedures and responsibilities to ensure consistent and cost effective attendance management of both Police Officers and Police Staff ;
- (iii) that the HR Committee receive a report on the findings of (ii) above.

HR/149 Business Benefits Arising from the Review of Shift Patterns

This report provided initial feedback following the review of shift patterns in 2004

Issues discussed during consideration of this item included:

- The shift patterns are a template / framework rather than prescriptive

RESOLVED

- (i) note the report;
- (ii) that a further report be presented to the Committee to establish baseline data from which the benefits and disadvantages of any changes to shift patterns can be measured.

HR/150 Progress Report on the Authority's Race Equality Scheme

This report provided an update on the actions taken in connection with the Authority's Race Equality Scheme.

Issues discussed during consideration of this item included:

- the need for all diversity issues to be considered not just those relating solely to race;
- the need for commitment of both Members and Officers to addressing diversity issues.

RESOLVED to note the report

1. HR/151 HR Improvement Programme

The Head of Human Resources provided an oral report regarding the Human Resources Improvement Plan.

Issues discussed during consideration of this item included:

- Improvement Plan is being updated to make the number of recommendations more manageable.

RESOLVED to note the report

HR/152 Closed Session - Consideration to Excluding the Press and Public (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:

Agenda item No	Minute No	Report Title	Relevant Act	Relevant section
15	153	NACRO Evaluation of Restorative Policing Training for Devon and Cornwall Constabulary	Freedom of Information Act	Section 22 -Information intended for future publication
16	154	Functions Undertaken in the hr Department & Plans for the future	Freedom of Information Act	Section 22 -Information intended for future publication

HR/153 NACRO Evaluation of Restorative Policing Training for Devon and Cornwall Constabulary
The purpose of this report was to provide information to committee members about the final NACRO evaluation report.

Issues discussed during consideration of this item included:

- The definition of sanctioned detections; at the present time restorative justice is not recognised as a sanctioned detection;
- The ways of monitoring the effectiveness of incidents that have had a restorative justice intervention;
- The administration and cost of restorative justice conferences;
- Other criminal justice agencies within Devon and Cornwall are considering the potential of restorative justice and this topic is high on the Local Criminal Justice Board's list of priorities.
- This is not solely an initiative that can involve young perpetrators, although the initiative was originally perceived that way;
- There is anecdotal evidence about the success of restorative justice but there is a need to collect statistical information;
- The need to market the concept and the success of restorative justice throughout the Force, the Authority and the public;

RESOLVED to note the report

HR/154 Functions Undertaken in the HR Department & Plans for the future
The report provides information on the functions of the HR Department and outline future plans

RESOLVED to note the report

The meeting closed at 12:47hrs