

Devon and Cornwall Police Authority Minutes

A special meeting of the **Human Resources Committee** was held in the Conference Room, Police Authority, Endeavour House on the 30 March 2006 starting at 14:00hrs

Present

Chairman Mr J N Smith

Members Mr I P A Doggett, Mrs A Malcolm, Mr D Money, Mrs J Owen and Mr B Preston.

Officers in Attendance

Mr N Holt (Head of Human Resources), Mr C Miller (Recruitment and Development Manager) and Miss J M Norris (Assistant Chief Executive)

HR/155 Apologies for Absence

Apologies for absence were received from Sir Simon Day, Mr G Hicks and Mrs A Talbot.

HR/156 Declarations of Interest

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

HR/157 Chairman's Announcements

- (A) The Chairman announced that Her Majesty's Inspectorate of Constabulary were undertaking a review of the Human Resources Department during the current week.
- (B) A newspaper article regarding the recruitment practices for Police Officers in the Avon and Somerset Constabulary was circulated.
- (C) The Chairman announced that there was no update on the Job Evaluation reports and no discussion on the topic would be allowed during the meeting.

HR/158 Baseline Assessment

The Committee considered an update on the actions taken, which were relevant to Human Resources, as a result of issues identified in Her Majesty's Inspector of Constabularies baseline assessment.

Issues discussed during consideration of the item included:

- An explanation of the colour coding used in the report presented to the Committee;
- On-going monitoring to ensure the actions are progressed;
- The terminology used in the "target date" column;
- The role of the Police Authority, working with the Force to consult minority support groups within the Force (recommendation 2: 1);
- The definition of a "key role" (recommendation 27);
- The relationship between the Police Authority and the Force regarding HR issues and in particular the role of the Authority's HR Committee (recommendation 91);
- The composition of training panels within the Force structure and the need for consistency throughout the force (recommendation 92)
- The reasons overtime is worked (recommendation 94)
- The role of the Police Federation / Trade Union when a person is on sick leave and the limitations on sharing information within the Data Protection Act (recommendation 96)
- The work of the Occupational Health Unit (recommendations 97 & 98)
- Exit interviews are offered to everyone leaving the Police Service but it is a voluntary process (recommendation 110).

RESOLVED

- (i) to note the report;
- (ii) that a report on overtime levels, including trend data be presented to a future meeting of the Committee;
- (iii) That a report be presented to a future meeting of the Committee regarding progress on the development of an action plan regarding the 8 strands of the Home Office strategy "For a Healthy Police Service"
- (iv) That a report be presented to a future meeting of the Committee detailing the finding of exit interviews.

HR/159 Human Resources Strategy

The draft Human Resources Strategy for 2006-2009 was considered.

Issues discussed during consideration of the item included:

- The need to increase the number of applicants from female, minority ethnic and disabled candidates and the ways of doing this;
- The recruitment process for the post of Director of Corporate Development and timescale for the process;
- The role of the Police Authority in discussions and decisions about HR policy;
- The importance of the learning and development function (draft strategy p13)
- The currency of the figures given, regarding the workforce (draft strategy pp14-15)
- Comparison of employment figures, especially those relating to minority ethnic groups would be helpful to have at a Devon & Cornwall level rather than just a regional level (draft strategy p14)
- The definition of "other organisations" and how they relate to the Constabulary (draft strategy p15)
- The role funding has to play in the provision of the HR function (draft strategy p16)
- The impact and need for the learning and development function (draft strategy p16)
- The refurbishment of the training college on the Middlemoor site and the long-term future of training facilities (draft strategy p22)
- The need to recognise leadership skills and acknowledge and reward leadership excellence (draft strategy pp24-25)
- Staff absence figures and the need to understand the context of absence (draft strategy p50)

Resolved to Recommend to the Police Authority

- (i) that the principles contained in the draft Human Resources Strategy 2006-2009 be supported and endorsed;
- (ii) that any policy changes relating to Human Resource issues be referred to the Human Resources Committee for consideration;
- (iii) that any requirements for funding changes for the HR function be referred to the HR committee and the Resources Committee for consideration;
- (iv) that the HR Committee monitor the progress of the HR Strategy implementation plan;
- (v) that a report be presented to a future meeting of the Committee on the physical, financial and staffing implications of the development plans for the learning and development function.

The meeting closed at 16:45hrs.