

## 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 21 June 2006 starting at 10:00hrs

### Present

Chairman Mr J N Smith  
Members Mr T Evans, Mrs A Malcolm, and Mrs A Talbot.

### Officers in Attendance

Ms A Broadbent (Force Learning and Development Manager), **Dr J Challenor** Force Senior Medical Advisor Head of Occupational Health Mr N Holt (Head of Human Resources), and Miss J M Norris (Assistant Chief Executive).

### HR/174 Election of Chairman

**RESOLVED** that Mr John Smith be elected as Chairman

### HR/175 Election of Vice-Chairman

**RESOLVED** that Mrs Aurora Talbot be elected as Vice-Chairman

### HR/176 Apologies for Absence

Apologies for absence were received from Sir Simon Day, Mr I P A Doggett, Mr S Malloni, Mr D Money and Mr B Preston.

### HR/177 Declarations of Interest

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

### HR/178 Chairman's Announcements

The Chairman announced that Agenda item 10 - HR Improvement Programme and Agenda Item 15 - HR Functions and Future Plans would be taken together.

### HR/179 Minutes

**RESOLVED** that the minutes of the meeting held on 12 April 2006 be confirmed as a correct record, subject to minute HR/167 bullet point 1 being amended to include reference to call centres and traffic wardens.

### HR/180 HMIC Report of Training Best Value Review

The report provided Members with an update of the implementation of Her Majesty's Inspector of Constabulary (HMIC) recommendations for Training Best Value Review.

Issues discussed during consideration of this item included:

- The budget process for training is starting to become synchronised with other budget setting processes within the Force;
- The frequency and role of Training Panels;
- Succession planning;
- Identification of everyone who has a training qualification;
- Use of e-learning and the managed learning environment for student officers;

- Concern that everyone has access to appropriate learning and development methods including internet based packages and information;
- The training culture within the Force;
- Maximising the opportunities offered by the training “break” which is required for operational reasons during the summer;
- Multi-agency training and working especially in the areas of diversity and child safeguarding;
- Language training;
- The need to ensure that all the HMIC recommendations are being addressed or there is a rationale for not actioning the recommendation.

**RESOLVED** to note the report.

### **HR/181 Training Prioritisation Programme**

The Committee were informed about the training prioritisation process for Basic Command Units and Departments. The report presented to the Force HR Training Committee had been circulated to Members and the Head of Learning and Development gave the meeting a brief explanation of how the prioritisation process, which is based on the Skills for Justice model, will work.

Issues discussed during consideration of this item included:

- The priority given to training on child protection issues;
- The identification of the different levels of training that are required on the same subject.

**RESOLVED** to note the report.

### **HR/182 Baseline Assessment**

The Committee considered the update on actions taken, relevant to Human Resources, as a result of issues identified in the HMIC baseline assessment.

**RESOLVED** to note the report.

### **HR/183 Strategy for Healthy Police Service**

The Force Senior Medical Advisor Head of Occupational Health gave a presentation on the progress of the development of a local action plan regarding the 8 strands of the Home Office Strategy.

Issues discussed during consideration of this item included:

- Savings made through occupational health interventions;
- Links between the occupational health work and overtime trends;
- The numbers and trends regarding ill-health related retirements;
- The types of services offered by occupational health and how the service could be developed and amended in the future.

**RESOLVED** to note the report.

### **HR/184 Overtime Levels and Trends**

The Police Authority Human Resources Committee Meeting (30<sup>th</sup> March 2006) requested information on Police Officer Overtime Levels and Trends. The reason for this was to assess current levels against those that have occurred previously and to highlight any areas of concern within any particular BCU or Department. The report concentrated on the financial aspects and compared overtime expenditure for the last five years.

Issues discussed during consideration of this item included:

- The links between the number of Police Officers and overtime levels;
- The relationship between productivity and hours worked;
- The management of overtime.

**RESOLVED** to note the report.

**HR/185 Application Procedure for Officers Retiring and Re-appointed as Police Staff**

This item was deferred until the next meeting.

**HR/186 Exit Interview Findings**

This item was deferred until the next meeting

**HR/187 HR Improvement Programme and HR Functions and Future Plans**

This item was deferred until the next meeting.

The meeting closed at 12:55hrs