

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Human Resources Committee** was held on 16 September 2009 in the Conference Room, Devon and Cornwall Police Authority, Endeavour House, Woodwater Park, Exeter, starting at 10:30hrs.

Present:

Chair.....Mr D Money

Vice-Chair.....Mrs L Price

Members: Mr M Clayton, Mr M Hodge, Mr J Hart, Mr M Hicks, Ms J Norton and Mr B Preston

Officers in attendance:

Police Authority

Miss J Norris (Assistant Chief Executive)

Police Force

Mr C Haselden (Director of HR)

HR/419 Appointment of Chairman

RESOLVED that Mr David Money be appointed as Chair

HR/420 Appointment of Vice-Chairman

RESOLVED that Mrs Lynda Price be appointed as Vice-Chair

HR/421 Apologies for Absence

There were no apologies for absence.

HR/422 Declarations of Interest

Declarations of interest were made as detailed in the table below.

Name	Agenda item	Type of Interest	Nature of interest	Action
Martyn Hodge	7 - Director of Human Resources Update Report	Personal	Mr Hodge is a friend of a potential applicant for a position within the HR directorate	Remained in the meeting for the agenda item

HR/423 Chairman's Announcements

The Chairman thanked members for their confidence in re-electing him to the Chair and went on to thank Jo Norton for the work she had done as Vice-Chair. The Chair then welcomed new members of the Committee.

HR/424 Minutes

RESOLVED that the minutes of the meeting held on 19 May 2009 be confirmed as a correct subject to the minute HR/412 being amended to include the correct number of interviews.

Matters arising:

- The Chair had written to the Women In Policing Network thanking them for the presentation they gave at the last committee meeting.

- The Chair had also written to the Chair of the Corporate Governance but had received no response to date.

HR/425 Director of Human Resources Update Report

This was the first time such a report had been presented to the committee and it contained items of interest for information, that did not require a decision. The intention for the future is to circulate it at the meeting to ensure currency of content.

Issues discussed during consideration of this item included:

- An explanation of the current 3 year cycle on pay negotiations which are held at a national level
- The National Police Improvement Agency has recently established a national peer capability support function to assist and support forces and police authorities with improvement plans or other performance issues. Chris Haselden is one of the first peer support officers in the country;
- Police Officer recruitment and the proposed academic qualification requirements based upon a model used by the Surrey Constabulary. This model requires recruits to have successfully completed a Policing Certificate – such a scheme has accessibility, diversity and cost benefits for the police service.
- The training provision for police officers has not been reduced as a result of restructuring the Learning and Development Department
- Regional collaboration on training may assist in raising standards and provide an opportunity to promote the areas that Forces are best at and play to our strengths; design & management of training events may be done regionally whilst delivery would be local to minimise abstraction times.
- The Independent Advisory Group (IAG) composition and functions are in line with national guidance. The Police Authority is invited to attend IAG meetings.
- Equal Pay & Job And Grading – The Employment Tribunals regarding equal pay claims have been rescheduled due to the anticipated length of hearing required – February 2010 is the provisional date.
- Job and Grading reviews are not a quick process and typically take 2-3 years. It is hoped an outline plan will be agreed by end of this financial year. Then the procurement process will begin which will follow European Union Regulations and is likely to take at least 6 months. The Job & Grading review is likely to come to a close in 2011/12.
- Policy review - this is differentiating between policy and procedures. The policy review is ongoing and the number of policies is reducing.

RESOLVED to note the report

HR/426 Proposed Restructuring of the HR Function

This report provided a progress update on the planned restructure of the HR Directorate and the people management arrangements for the Force.

Issues discussed during consideration of this item included:

- Staffing changes will be completed by 30 September
- The People Services Centre is located in Middlemoor; it is a call centre type arrangement supported by HR specialists
- Local Human Resources units no longer exist
- Publicity for the new arrangements is through messages sent out in Billboard, screen savers and roadshows
- The importance of proactivity and success in the first few weeks of operation
- The model being implemented draws on other Forces and organisations experience, where a similar approach has been taken, and this has been used to build a bespoke service for this Force.

RESOLVED to note the report

HR/427 HMIC Inspection of Human Resources

In November 2008 Her Majesty's Inspectorate of Constabulary (HMIC) carried out a follow up inspection of the Human Resource function (excluding Learning and Development) of Devon and Cornwall Constabulary. The resulting report

provided an assessment grading of 'Fair'. This is defined as "delivery of an acceptable level of service" and is an improvement on the previous inspection grading of 'Poor' in March 2006. The inspection identified a number of strengths, work in progress items, and areas for improvement. These have been reviewed and an action plan developed. The report presented to the Committee provided background information and recommendations. Issues during consideration of this item included:

- The inspection regime at HMIC has changed to a risk-based approach and it is expected HR will be looked at as part of the workforce inspection due next year
- The achievement of Investors In People accreditation is under consideration
- Progress on the action plan progress is not clear in the document presented to the Committee. Delivery dates are given but not milestones and there is little indication of what has been achieved and what still needs to be done
- Alignment of the action plan with the people strategy

RESOLVED

- (i) to note the report and action plans
- (ii) A small sub group comprising the Chair and Vice-Chair of the HR Committee and the Chair of Corporate Governance Committee to meet with the Director of HR and the HR Strategic Development Manager to discuss the presentation / content of the action plan from the HMIC inspection and the linkage with the people strategy for future meetings.

HR/428 People Strategy

A key component of the overall 2012 vision, to become a top performing force, is the development and implementation of a people strategy. The people strategy is one of the initial three key business strategies, which underpin the delivery of 2012 vision (the other two are the operational policing strategy and the public service strategy). This report presented the high level action plans and proposed performance scorecard approach as related to the people strategy.

Issues discussed during consideration of this item included:

- Training and development needs to be timely
- The implementation of the People Strategy is overseen by the 2012 Programme Board
- The main reporting and review process of the implementing the people strategy within the Force are through the HR Strategic Group

RESOLVED

- (i) To note the report
- (ii) that the minutes of HR Strategic Group be sent to members of the HR Committee for information

HR/429 III Health Retirement and Injury Awards – Police Officers

This report provided information on the process to be followed for Police Authority meetings held to consider Medical/III Health Retirements and Injury Awards

RESOLVED to defer consideration of this item to the next meeting of the Human Resources Committee.

HR/430 Recruitment and Retention of Black and Minority Ethnic (BME) Officers and Staff

This report outlined the progress to date and the current work being undertaken to increase the recruitment and retention of black and minority ethnic people from within our neighbourhoods to achieve a workforce that is representative of our communities. The progression of BME officers was also covered in the report.

Issues discussed during consideration of this item included:

- Mentoring programmes
- Special Constabulary is not included in the information
- Target setting

- Positive action needs be carefully managed and not be discriminatory

RESOLVED to note the report

HR/431 Performance Indicators for Human Resources

This report provided an analysis and initial commentary on the latest HR performance indicators.

Issues discussed during consideration of this item included:

- Student Police Officers are included – as part of police officer strength from the date they start initial training as they are on the payroll although they are not immediately deployed
- Difference between establishment and people in post numbers does not currently reflect the changes which will be completed by 30 September 2009.
- The number of female leavers from the Special Constabulary
- Difference in the disciplinary process for police officers and police staff
- The number of Chief Superintendents

RESOLVED to note the report

HR/432 Briefing Sheets

Since the last meeting of the Committee, 2 Members' Briefing Sheets had been issued which were pertinent to the Human Resources; 13/2009 the Employment and Retention of Police Community Support Officers and 14/2009 People Strategy – Leadership Faculty

Issues discussed during consideration of this item included:

- Talent management - Special Constabulary officers are not currently included in the talent management arrangements.

RESOLVED to note the report.

The meeting closed at 13:05 hrs