



Cheshire Police Authority - Staff Committee

(A)

MINUTES OF A MEETING HELD ON TUESDAY 11 MAY 2010 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: R McNeil, Chairman
A Walmsley, Vice-Chairman
A Arnold
D Cargill
P Findlow
B Maher
C Oliver
M Ollerenshaw
T Savage

Also in attendance: D Bateman and R Hodson

<i>Authority Officers:</i> M Sellwood, Chief Executive M Eaton, Member Services Manager S Stoyanov, Policy Officer	<i>Constabulary Officers:</i> G Gerrard, Deputy Chief Constable J Steele, Interim Director of Human Resources Detective Superintendent John Armstrong, Head of Professional Standards
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[Prior to the meeting A Arnold, D Cargill, P Findlow, B Maher, C Oliver, R McNeil, T Savage and A Walmsley undertook a dip sample of 10 completed complaints files.]

1 MINUTES

RESOLVED:

That the Minutes of the meeting held on 2 March 2010, be confirmed as a correct record.

2 COMPLAINTS AND MISCONDUCT MATTERS: ANNUAL REPORT

The Deputy Chief Constable presented the annual report on complaints and misconduct matters for 2009/10. It was reported that during the period 451 complainants had made 639 allegations, which equated to a 1% decrease in complainants and a 2% increase in allegations, compared with the previous year.

The report contained information on the various categories of individual complaints; the number of referrals to the Independent Police Complaints Commission (IPCC); internal discipline cases; cases referred to the Crown Prosecution Service; complaints outstanding from previous years; statistical analysis of complaints; and performance indicators relating to complaints.

The Committee discussed the format and presentation of data in the report and the need to ensure transparency to reassure the public that complaints were dealt with positively and ensure confidence in the process; and the reason for the increase in complaints during the last quarter.

The Head of Professional Standards reported on the new IPCC guidance which became effective from April 2010 and provided clarity on the recording of complaints; and commented that the presentation of the performance data and the format of the report was to be revised for the next meeting. He outlined that the 40% increase in recorded allegations during January-March 2010, compared with the same period in 2009 was, in part, attributable to two appeals upheld by the IPCC in relation to non-recording of complaints resulting in 27 allegations being recorded in the final quarter.

RESOLVED: That

- (1) the report be received;
- (2) T Savage and A Walmsley meet with the Head of Professional Standards and review the files relating to the IPCC appeal decisions in relation to non-recording.

3 DIP-SAMPLING OF COMPLETED COMPLAINTS FILES: REVIEW

The Chief Executive submitted a report which outlined the Authority's duty to have oversight of the complaints process, and the current arrangements for dip-sampling of completed complaints files by Members.

The Committee discussed the process with the Chief Executive including the procedure for reviewing high profile complaints.

RESOLVED: That

- (1) the report be noted; and
- (2) the Chief Executive undertake a review of the current procedure for dip-sampling complaints files and submit a report on the findings to the Committee on 31 August 2010.

4 PEOPLE STRATEGY 2009-12: ANNUAL REPORT

The Interim Director of Human Resources presented the annual performance against the suite of performance measures contained in the People Strategy 2009-12; the quarterly staffing statistics; and an update on sickness absence, including causal factors and current initiatives to improve the management of attendance. It was reported that the average number of working days lost during 2009/10 for police officers and staff was 5.44 and 6.85 respectively, and compared with 2008/09 demonstrated continued improvement.

The Committee welcomed the continued reduction in sickness absence of police officers, staff and particular PCSOs; and enquired about the reasons for the target for attendance at training events being not achieved, and the increase in near miss accident reports.

RESOLVED:

- (1) the annual report on performance against the indicators contained in the People Strategy for 2009-12, be received;

- (2) the quarterly report on staffing statistics and secondments/deployments overseas, be received; and
- (3) the annual report on management of attendance be received, and the continued reduction in sickness absence, be welcomed.

5 WORKFORCE PLANNING: QUARTERLY REPORT

The Interim Director of Human Resources presented a report on police officer, staff, PCSO and special constable recruitment including the number, gender and ethnic origin of new recruits and the number of vacant staff posts. The report also detailed the financial position in relation to recruitment levels; the projected outturn position; and progress of the civilianisation programme.

Members discussed with the Interim Director, the background and the reason for the reduction in the projected underspend in the police pay budget; sought clarification on the liability in relation to redundancy payments for third party part funded PCSOs; the cancellation of the June intake of probationers and the subsequent impact on training staff/capacity; and how the 15.8% reduction in the turnover of special constables compared with the previous year. The Deputy Chief Constable advised that during the periods of no intakes, training staff had returned to operational duties. The Interim Director agreed to provide a detailed written response on the reasons for the reduction in the projected police pay underspend and would ensure this was reported to Finance Panel.

RESOLVED: That

- (1) the report be received;
- (2) the decision to cancel the June intake of probationer constables be supported, and the savings accrued be identified in the budget;
- (3) the police officer recruitment plan for 2010/11 be supported;
- (4) the impact of the vacancy management process and the delivery of the civilianisation plan be monitored by the Committee; and
- (5) the Constabulary's target to recruit an extra 150 Special Constables in 2010/11, and the work undertaken to reduce turnover in 2009/10, be welcomed.

6 SPECIAL PRIORITY PAYMENTS SCHEME: ANNUAL REVIEW

The Chief Constable submitted a report on the scheme of Special Priority Payments (SPPs) for 2010. The report detailed the proposed SPP scheme for 2010, the changes to the 2009 scheme, and the eligible posts.

RESOLVED: That

- (1) the report detailing the 2010 Special Priority Payment Scheme, be approved; and
- (2) following Home Office approval, the 2010 Special Priority Payment Scheme, be implemented.

7 STAFF COMMITTEE: COMMITTEE WORK PLAN 2010/11

The Chairman presented the Staff Committee work plan for 2010-11 which had been developed as part of the Authority's ongoing self-improvement programme. The work plan was linked to the Authority's business plan, and aimed to address key issues highlighted in the Inspection Report and contribute to the ongoing development of the Authority.

RESOLVED: That

- (1) the Committee work plan for 2010-11 be approved;
- (2) the Chairman meet with the Interim Director of Human Resources to discuss the actions required to progress the work plan; and
- (3) a report on progress against the work plan be submitted to each Committee meeting.

8 URGENT BUSINESS

(There were no items of urgent business)

9 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That under Section 100(A)(4) of the Local Government Act 1972, as applied by the Police Act 1996, as amended, the press and public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act in the paragraphs indicated:-

<i>Item</i>	<i>Paragraph</i>
Review of Misconduct Issues: Quarterly Report	(2) Information which is likely to reveal the identity of an individual
Employment Tribunals and Grievances: Quarterly Report	(2) Information which is likely to reveal the identity of an individual
Medical Retirements: Quarterly Report	(2) Information which is likely to reveal the identity of an individual

PART 2 – MATTERS CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

10 REVIEW OF MISCONDUCT ISSUES: QUARTERLY REPORT

The Deputy Chief Constable submitted a report on the number of written warnings, hearings and suspensions for police officers and discipline action against police staff during the period January to March 2010.

RESOLVED:

That the report be noted.

11 EMPLOYMENT TRIBUNALS AND GRIEVANCES: QUARTERLY REPORT

The Interim Director of Human Resources submitted the quarterly report on employment tribunals and the annual report on grievances.

Members discussed with the Interim Director the reasons for the increase in the number of grievances submitted and background information to a number of cases.

RESOLVED: That

- (1) the annual report on grievances for 2009/10 be received, and any trends in the increase of grievances be monitored; and
- (2) the quarterly report on employment tribunals, be received.

12 MEDICAL RETIREMENTS: APPROVALS

The Chief Executive submitted a report on four medical retirements (the granting of ill health and injury pension) that had been approved since the last meeting.

RESOLVED:

That the report be received.

Duration of Meeting: The meeting commenced at 10.00am and finished at 11.30am.