

MINUTES OF A MEETING HELD ON TUESDAY 19 MAY 2009 AT CONSTABULARY HEADQUARTERS, WINSFORD

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

Also in attendance: D T Bateman

Authority Officers:
M Sellwood, Chief Executive
M Eaton, Member Services Manager

Constabulary Officers:
G Gerrard, Deputy Chief Constable
C Barton, Director of Human Resources
J Brierley, Head of Learning & Development
Chief Inspector Paul Williams, Professional Standards

1 MINUTES

RESOLVED:

That the Minutes of the meeting held on 3 March 2009 be confirmed as a correct record.

2 COMPLAINTS AND MISCONDUCT MATTERS: QUARTERLY REPORT

The Deputy Chief Constable presented the quarterly report on complaints and misconduct matters for January to March 2009. It was reported that during the period 127 complainants had made 153 allegations, which equated to decreases of 3.78% in complainants and 20.31% in allegations, compared with the same period in the previous year.

The Committee also received detailed information on the various categories of individual complaints; the number of referrals to the Independent Police Complaints Commission; 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.

Members, in considering the report discussed the presentation of the data with the Deputy Chief Constable and the Chief Executive.

RESOLVED: That

- (1) the report be received; and

(2) future reports focus on comparative data over a longer period, including a narrative on any exceptional trends.

3 APPOINTMENT OF INDEPENDENT PERSONS TO POLICE MISCONDUCT HEARINGS

The Chief Executive presented a report on the outcome of the recruitment process for ten additional independent persons to sit on Police Misconduct Hearings.

RESOLVED:

That the report be noted.

4 MANAGEMENT OF ATTENDANCE: ANNUAL REPORT

The Director of Human Resources presented the performance data for 2008/09 in relation to the management of attendance, which included causal factors for absence, departmental breakdown and outlined initiatives to improve the level of attendance.

The average number of working days lost for the period for police staff and officers was 7.78 and 6.05 respectively, which represented decreases for both compared with the previous year, which was welcomed by the Committee.

Members discussed with the Director the sickness statistics; the results of the work from home pilot operating in the Eastern Area and the security of IT systems; and the initiatives undertaken by other forces to drive down sickness.

RESOLVED:

That the report be noted.

5 PEOPLE STRATEGY AND HR PROCEDURES: ANNUAL REPORT

The Director of Human Resources submitted the annual reports on the 2008/09 People Strategy Performance Measures; the Special Priority Payment (SPP) Scheme for 2009; the 30+ retention scheme; and the results of exit questionnaires.

Members in considering the reports raised a number of issues including the cost incurred by missed occupational health appointments; the impact of the current economic climate on the job market and the 30+ scheme; and the criteria for payment of SPPs and bonuses to which the Director of Human Resources responded.

RESOLVED:

That the report be noted.

6 STAFFING STATISTICS: ANNUAL REPORT

The Director of Human Resources reported on the staffing statistics, details of officers on secondment and included the four Statutory Performance Indicators and targets relating to Human Resources.

RESOLVED:

That the report be received.

7 PEOPLE STRATEGY 2009-12: PERFORMANCE MEASURES

The Director of Human Resources reported the full suite of performance indicators and measures contained in the People Strategy 2009-12. The Authority on 7 April 2009 (Minute 7) approved the People Strategy for 2009-12 and had requested additional information in relation to the indicators and measures and some comparative information.

Members discussed a number of issues in relation to the targets with the Director.

RESOLVED:

That the report be noted.

8 RECRUITMENT: QUARTERLY REPORT

The Director of Human Resources reported on police officer, staff, PCSOs and special constable recruitment including the number, gender and ethnic origin of new recruits and outlined the progress of the civilianisation programme and all vacant staff posts.

RESOLVED:

That the report be noted.

9 LEARNING & DEVELOPMENT PERFORMANCE FRAMEWORK

The Head of Learning & Development submitted a report which outlined the proposals for a new balanced performance framework for the Learning & Development section.

Members welcomed the development of the framework and raised a number of issues with the Director of Human Resources and Head of Learning & Development.

RESOLVED: That

- (1) the report be noted and that further review and monitoring of the proposed balanced performance framework be undertaken; and
- (2) further scrutiny of the Base Budget Review action plan be undertaken by the Service Improvement Panel.

10 CULTURAL AUDIT

The Director of Human Resources presented a report on the findings from the recently completed cultural audit which assisted the Constabulary in future development, planning and decision making. The report included an executive summary of the audit and detailed the main issues raised by staff and how these were being addressed.

RESOLVED:

That the report be noted.

11 URGENT BUSINESS
(There were no items of urgent business)

12 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: Annual Report	(2)	Information which is likely to reveal the identity of an individual
Medical Retirements: Approvals	(2)	Information which is likely to reveal the identity of an individual

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

13 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 and PCSOs during the period January to March 2009.

RESOLVED:

That the report be noted.

14. EMPLOYMENT TRIBUNALS AND GRIEVANCES: ANNUAL REPORT

The Director of Human Resources submitted a report on employment tribunals and grievances for 2008/09.

RESOLVED:

That the report be noted.

15 MEDICAL RETIREMENTS: APPROVALS

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

RESOLVED:

That the report be received.

Duration of Meeting: The meeting commenced at 9.30am and finished at 11.15am.

[Post Meeting Note: Following the meeting, A Arnold, R McNeil, C Oliver, T Savage and A Walmsley undertook a dip sample of completed complaints files.]