



CHESHIRE POLICE AUTHORITY

HUMAN RESOURCES COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 23 MAY 2006 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: B P Doyle, Chairman
J P Findlow
B Maher
Mrs M A Ollerenshaw

Also in attendance: D T Bateman

Authority Officers:
M Eaton, Senior Administration Officer

Constabulary Officers:
Ms C Barton, Director of Human Resources
Ms E Clarke, Head of Learning & Development
Mrs K Watkins, Director of Performance Development

Apologies: Mrs A Coomer, C Kirkpatrick, P Nurse and P J Walker

1. MINUTES

RESOLVED:

That the Minutes of the meeting held on 28 February 2006 be confirmed as a correct record.

2. RECRUITMENT: QUARTERLY REPORT

The Director of Human Resources presented the quarterly update on police officer, staff and special constable recruitment including the number, gender and ethnic origin of new recruits. The report also outlined the position with regard to the recruitment of Community Support Officers and detailed all vacant staff posts and the departments in which they were located.

RESOLVED:

That the report be noted.

3. OVERTIME REDUCTION: FINAL UPDATE 2003/04 -2005/06

The Director Performance Development presented a report on progress against the overtime reduction target for the three years commencing 2003/04 - 2005/06. Whilst there had been a significant reduction in overtime during the period, the 15% target imposed by the PNB had not been attained which was attributable to the Constabulary's investigation of a number of major/serious incidents in year 2. Members were advised that the Constabulary's overtime bill was lower than

average of the 'family of forces' and that nationally, the overtime reduction targets had not been met.

Members raised a number of issues including the measures introduced to control overtime and had the opening of the new custody suites reduced overtime levels to which the Director of Performance Development responded.

RESOLVED:

That the report be noted.

4. STATUTORY PERFORMANCE INDICATORS: HUMAN RESOURCES

The Chief Constable submitted a report on performance against the five statutory performance indicators and targets relating to human resources for 2005/06.

RESOLVED:

That the report be received.

5. SPECIAL PRIORITY PAYMENTS: ANNUAL REVIEW 2006

The Chief Constable submitted a report on the process undertaken in developing the scheme of Special Priority Payments (SPPs).

The Director of Human Resources updated the Committee on the proposed SPP scheme for 2006, the changes to the 2005 scheme, and the eligible posts.

RECOMMENDED:

That the Special Priority Payment Scheme for 2006 as detailed in the Chief Constable's report, be approved.

6. HOME OFFICE BRIEFING: NEW POLICE PENSION SCHEME

The Clerk & Chief Executive submitted a briefing paper produced by the Home Office on the new Police Pension Scheme which was introduced on 1 April 2006. The briefing detailed the key elements of the scheme, which was applicable to all new police officers and existing officers who wished to transfer, and the differences from the present Scheme.

RESOLVED:

That the introduction of the new Police Pension Scheme on 1 April 2006, be noted.

7. DRAFT LEARNING & DEVELOPMENT STRATEGY 2006-09

The Head of Learning & Development presented the draft Learning & Development Strategy for 2006-09. The Strategy would provide the strategic direction for the next three years and covered all the aspects of learning and development required to deliver the policing objectives contained in the Policing Plan. The Strategy was supported by a Training Plan which was being developed and would be presented to the next meeting for approval.

In considering the Strategy, Members enquired about how staff would be advised of the priorities and courses available and how the Strategy linked in with individuals personal development reviews to which the Head of Learning & Development responded.

RESOLVED: That

- (1) the report be noted; and
- (2) the draft Learning & Development Strategy 2006-09 be supported; and
- (3) the costed element of the Learning & Development Strategy 2006-09 be incorporated into the Human Resource Strategy be submitted to the Authority on the 27 June 2006, for approval.

8. INITIAL POLICE LEARNING AND DEVELOPMENT PROGRAMME: UPDATE

The Head of Learning & Development provided an update on progress of the Initial Police Learning and Development Programme (IPLDP) which included the introduction of three Tutor Units; and the initial training programme and additional resources provided within Learning & Development to enable the delivery of the programme.

The Committee was advised that the first intake of IPLDP student officers commenced in October 2005 and a further two undertaken, totalling 81 probationers.

RESOLVED:

That the report be noted.

9. 30+ RETENTION SCHEME: ANNUAL REPORT

The Chief Constable submitted a report on the Constabulary's 30+ retention scheme. The scheme was introduced nationally in April 2005, to help ease possible recruitment shortfalls and retain skills and experience in the service.

The Committee was advised that in 2005/06, six officers were retained in the force on the 30+ scheme.

RESOLVED:

That the report be noted.

10. OCCUPATIONAL HEALTH SERVICES CONTRACT

The Director of Human Resources presented a report which detailed options in relation to the future provision of occupational health services to the Constabulary after the current contract expires. The current contract would expire on 31 March 2007 and that there was no further provision for an extension of this period within the contract.

Members considered two options:-

- (1) the Authority could seek tenders for occupational health services commencing 1 April 2007: this would be in line with the Head of Procurement's recommendations that exploration of the occupational health market should occur at least every 5 years; or
- (2) the Authority could agree to an extension of the current contract with Mediscreen and agree appropriate modifications to the service in order to meet the needs of the force during the potential period of change.

RECOMMENDED: That

- (1) the existing period of the contract with Mediscreen be extended to cover the period 1 April 2007 to 31 March 2009;
- (2) the detail of the current contract be evaluated and appropriate modifications suggested and reported to the Authority on 13 February 2007 in order to meet the needs of the force during the potential period of change; and
- (3) the future occupational health needs of the force are identified in order to meet the requirements of a tendering exercise in 2007/08 to ensure appropriate provision beyond March 2009.

11. MEETING WITH REPRESENTATIVES OF THE TRADE UNION, STAFF ASSOCIATIONS AND STAFF GROUPS

RESOLVED:

That the notes of the meeting held on 1 March 2006, be noted.

12. URGENT BUSINESS

(There were no items of urgent business)

13. 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 paragraph indicated:-

<i>Item</i>	<i>Paragraph</i>	
Management of Attendance: Quarterly Report	(2)	Information which is likely to reveal the identity of an individual
Human Resources Plan: 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

14. MANAGEMENT OF ATTENDANCE: QUARTERLY REPORT

The Chief Constable submitted the performance data for 2005/06 in relation to the management of attendance, which included causal factors for absence, departmental breakdown and the current initiatives to improve the level of attendance.

The Director of Human Resources reported that although the targets for 2005/06 had not been met, sickness absence for both police officers and police staff had reduced.

Members raised a number of issues including whether the uncertainty of posts in the proposed merger had impacted on sickness absence; the presentation of the data; the lack of sickness absence relating to CSOs; and the need for the data to reflect the new organisational structure. The Director of Human Resources responded to the issues and confirmed that the presentation of the data was being amended and that information relating to CSOs would be shown separately in future reports.

RESOLVED:

That the report be noted.

15. HUMAN RESOURCES PLAN: QUARTERLY REPORT

The Director of Human Resources presented the quarterly report on the Human Resources Plan which included staffing statistics with a detailed breakdown by age, race and gender, together with details relating to the number of officers on secondment outside the Constabulary.

RESOLVED:

That the report be received.

16. MEDICAL RETIREMENTS: QUARTERLY REPORT

The Clerk & Chief Executive submitted a report on the number of 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 11.10am.

Chairman _____ 26 June 2006