



CHESHIRE POLICE AUTHORITY

HUMAN RESOURCES COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 29 NOVEMBER 2005 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: B P Doyle, Chairman P Lloyd-Jones
 Mrs A Coomer B Maher
 J P Findlow P J Walker

Also in attendance: M D Darby

<i>Authority Officers:</i>	<i>Constabulary Officers:</i>
M Sellwood, Clerk & Chief Executive	Ms C Barton, Director of Human Resources
M Eaton, Senior Administration Officer	Ms E Clark, Head of Learning & Development
	C Dilworth, Head of Resourcing

Apologies: C Kirkpatrick, Mrs M A Ollerenshaw and P Nurse

23. MINUTES

RESOLVED:

That the Minutes of the meeting held on 30 August 2005 be confirmed as a correct record.

24. 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.

Members raised a number of issues including proposals for the testing of officers for alcohol/drug misuse; the changes to probationer training; concern about vacancies being held in critical posts and welcomed the improvements made in the recruitment of Special Constables. The Director of Human Resources responded to the issues raised. The Head of Resourcing advised the Committee that the Force was currently working towards its target of 2214 officers by March 2006.

RESOLVED: That

- (1) the report be noted; and
- (2) a report on substance misuse testing be submitted to the next meeting of the Committee.

25. OVERTIME REDUCTION: QUARTERLY REPORT

The Chief Constable submitted a report on progress against the overtime reduction target for 2005/06. The Director of Human Resources advised that the expenditure incurred by the Authority in assisting in the policing of the G8 summit and the London bombings was recoverable and had been detailed in the report.

RESOLVED:

That the report be noted.

26. KEY PERFORMANCE INDICATORS: HUMAN RESOURCES

The Chief Constable submitted a report on performance against the five key performance indicators relating to Human Resources for the period April to September 2005. Members discussed the action being taken to increase the number of officers from ethnic minority groups.

RESOLVED:

That the report be received.

27. POLICE RACE & DIVERSITY LEARNING & DEVELOPMENT PROGRAMME (PRDLDP): ACTION PLAN

The Head of Learning and Development presented an update on the outstanding issues in the PRDLDP implementation plan. The report also detailed activities undertaken by the Learning and Development Section to develop diversity learning and community involvement in training.

In considering the report, Members welcomed the progress that had been made in implementing the Programme and raised a number of issues including the monitoring of police officer distant learning and the role and work of the Diversity Advisory Unit (DAU). The Head of Learning and Development and Clerk & Chief Executive responded to the issues raised and would advise the Chief Constable that Members wished to discuss the role of the DAU at the next Authority meeting.

RESOLVED: That

- (1) the report be noted;
- (2) the PRDLDP Implementation Plan be signed off;
- (3) the Head of Learning and Development present a simplified and user friendly draft training plan for 2006/07 to the Committee on 28 February 2006; and
- (4) an update on the progress in delivering the PRDLDP be presented to the Committee on 23 May 2006.

28. URGENT BUSINESS

There were no items of urgent business.

29. 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, 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>	
Management of Attendance: Quarterly Report	(1)	Individual Employees
Human Resources Plan: Quarterly Report	(1)	Individual Employees
Medical Retirements: Quarterly Report	(1)	Individual Employees
Extension of Occupational Health Service Contract	(9)	Contract Terms
Police Regulations 2003: Business Interests Appeal	(1)	Individual Employee

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

30. MANAGEMENT OF ATTENDANCE: QUARTERLY REPORT

The Chief Constable submitted the performance data for the period April to September 2005 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 Chairman stated that the sickness levels for police officers and staff were unacceptable and the deteriorating performance needed to be addressed urgently. Managing attendance was a key role for all supervisors/managers who must be held accountable by chief officers. It was requested that the concerns be brought to the attention of the Chief Constable. Members raised a number of issues including whether individuals with high sickness levels were particularly targeted; clarification of the performance data; the reasons for particularly high levels of sickness in certain departments and how it was being managed; the categorisation of sickness; and whether a reward or recognition system operated within the Constabulary to which the Director of Human Resources responded. The Director reported that the performance data would be reconciled for the next meeting.

RESOLVED: That

- (1) the report be noted; and
- (2) the Director of Human Resources present to the next meeting comparative attendance data from other forces in relation to performance over the last two years.

31. 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.

32. 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.

33. EXTENSION TO OCCUPATIONAL HEALTH SERVICES CONTRACT

The Director of Human Resources presented a report which sought agreement to the extension of the occupational health services contract with Mediscreen. The report detailed the current position and the cost to the Authority of extending the contract.

RESOLVED:

That the extension of the contract with Mediscreen for occupation health services on the current terms, be approved.

34. POLICE REGULATIONS 2003: BUSINESS INTERESTS APPEAL

The Clerk & Chief Executive reported that in accordance with Regulation 7 of Police Regulations 2003, the Committee was required to determine an appeal by a police officer against a decision by the Chief Constable relating to a business interest.

The Committee was advised of the background to an appeal that had been lodged by an officer considered the representations from the Chief Constable and the officer. The Committee discussed in detail all the evidence submitted

with the report and proceeded to determine the appeal in accordance with the procedure set out in the Regulations and determine whether or not to uphold the decision.

RESOLVED:

That the appeal be upheld.

Duration of Meeting: The meeting commenced at 9.30am and finished at 11.30am.