



CHESHIRE POLICE AUTHORITY

HUMAN RESOURCES COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 30 AUGUST 2005 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: B P Doyle, Chairman B Maher
 Mrs A Coomer P Nurse
 C Kirkpatrick Mrs M A Ollerenshaw
 P Lloyd-Jones P J Walker

Also in attendance: Mrs A Doran

Authority Officers: *Constabulary Officers:*
M Sellwood, Clerk & Chief Executive Ms C Barton, Director of Human Resources
M Eaton, Senior Administration Officer Chief Inspector G Wellman, Training Unit

Apologies: J P Findlow

5. MINUTES

RESOLVED:

That the Minutes of the meeting held on 14 July 2005 be confirmed as a correct record.

6. 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.

Members raised a number of issues including the costs associated with the recruitment of a significant increased number of special constables; and concern about the level of staff posts being held vacant or filled by police officers in the Areas which was potentially undermining the new policing model, to which the Director responded. The Clerk & Chief Executive reported that during the development of the 2006/07 budget consideration could be given to reducing the current 5% vacancy factor which may alleviate the problem.

The Director of Human Resources circulated a list of all current staff vacancies and agreed to forward further information to all Members.

RESOLVED: That

(1) the report be noted,

- (2) the Chief Constable review the vacancies held by Areas to ensure that they were not posts critical to the successful implementation of the new policing model and driving up performance; and
- (3) the next quarterly report on recruitment include details to all staff vacancies and where they are located.

7. OVERTIME REDUCTION: QUARTERLY REPORT

The Chief Constable submitted a report on progress against the overtime reduction target for 2005/06. Work was continuing to identify opportunities for reducing overtime expenditure by reinforcing the rules on overtime recording and more rigorous control of granting overtime.

The Committee also received comparative information which showed that Cheshire, spent less on overtime than the average nationally and for shire forces.

In considering the report, Members enquired about the comparable level of overtime in Cheshire with most similar forces; and the impact of the policing of the G8 summit and the aftermath of the London bombings on the force. The Director of Human Resources advised that the level of overtime in Cheshire was less than comparable shire forces and confirmed that the policing of the G8 summit was Home Office funded and that further details would be included in the report to the next Committee.

RESOLVED:

That the report be noted.

8. 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 - June 2005.

RESOLVED:

That the report be received.

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

The Chief Constable reported on the current position with regard to PRDLDP and submitted the implementation action plan for consideration. A copy of the Race and Diversity strategy, incorporating the PRDLDP Strategy was submitted for consideration.

In considering the action plan, Members raised concern about the lack of progress with regard to some of the actions and requested that a further report detailing the progress on actions 14, 50 and 52 in particular, be presented to the next meeting. The Director of Human Resources advised that additional support was being resourced to ensure that the outstanding

actions were completed and the performance model presented to the Committee on 29 November 2005 for consideration and approval

RESOLVED: That

- (1) the report be noted; and
- (2) the completed actions in the PRDLDP Improvement Action Plan be signed off.

10. TRAINING AND DEVELOPMENT STRATEGY: UPDATE

The Chief Inspector for Training presented an update on the Costed Training Plan which detailed the costs associated with the delivery of training for 2005/06. The final Costed Training Plan had been approved by the Chairman of the Authority in accordance with the urgency procedures in Standing Orders and forwarded to the Home Office.

Members commented on the lack of clarity in the Plan and the Clerk & Chief Executive advised that he would be meeting the new Head of Learning & Development to discuss the production of a simplified Training Strategy for 2006/07, which would incorporate the current three strands and would be more informative and user friendly.

RESOLVED:

That the report be received.

11. INTELLIGENCE LED LEADERSHIP PROGRAMME

The Chief Constable submitted a report on the content of the Intelligence Led Leadership Programme (ILLP). The report detailed the progress made in the various core elements of the ILLP which included Core Leadership Development Programme (CLDP); Senior Leadership Development Programme (SLDP); executive master classes; action learning sets; developing management team workshops; development tools; mentoring; executive coaching; and the educational programme.

RESOLVED:

That the report be noted.

12. POLICE OFFICER ATTESTATION: CONSULTATION PAPER

The Director of Human Resources reported on the Home Office consultation paper on the timing of attestation for new police recruits. The consultation paper detailed a number of options relating to when new recruits should be attested.

The Constabulary was considering the options and favoured the no change option as it afforded the current regulated terms and conditions for constables from appointment with the consequential provisions to protect the officers, the service and the public; and it integrated more with the new training

programme for probationers as they would be trained in-force and within the community.

The Chairman requested that the consultation paper be circulated to Members of the Committee and that comments be submitted to the Clerk & Chief Executive by 9 September 2005.

RESOLVED: That

- (1) the report be considered; and
- (2) the Clerk & Chief Executive consider the comments received from Members and draft a response to the Home Office and the APA on the proposals, in consultation with the Chairman of the Committee.

13. POLICE STAFF COUNCIL: EMPLOYERS' SIDE SUBMISSION

The Director of Human Resources reported on the consultation on the Employers' Side submission to the Police Staff Council (PSC) Pay and Rewards Working Party. The document sought views on issues relating to recruitment and retention; annual leave; performance, low/equal pay; professionalising the service; and work life balance.

The Committee was advised that the Constabulary would develop a response following consultation with Unison.

RESOLVED: That

- (1) the report be considered; and
- (2) the Clerk & Chief Executive, in consultation with the Chairman of the Committee, be authorised to respond to the consultation on behalf of the Authority in a joint letter with the Chief Constable.

14. FUTURE OF CENTREX FOUNDATION TRAINING CENTRES

The Clerk & Chief Executive provided an update on the proposals to close the Centrex Foundation Training Centres which included Bruche in Warrington in May 2006.

RESOLVED:

That the report be noted.

15. OSPRE RESULTS

The Chief Constable submitted a report on the recent Operationally Structured Practical Related Examination (OSPRE) results for Sergeants and Inspectors. The report compared Cheshire officers' performance, with that of its most similar forces (MSF) and the national average. The Committee was pleased to note that the overall results exceeded the national average and the majority

of MSF. Members discussed the promotion/succession planning strategy and the timescale for promoting newly qualified staff.

RESOLVED:

That the report be noted.

16. URGENT BUSINESS

There were no items of urgent business.

17. 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 paragraph indicated:-

<i>Item</i>	<i>Paragraph</i>	
Quality of Working Life Audit: Progress Report	(1)	Individual Employees
Management of Attendance: Quarterly Report	(1)	Individual Employees
Human Resources Plan: Quarterly Report	(1)	Individual Employees
Medical Retirements: Quarterly Report	(1)	Individual Employees

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

18. PRESIDING CHAIRMAN

RESOLVED:

That in the absence of the Chairman of the Committee, the Chairman of the Authority, P Nurse, be appointed Chairman for the remainder of the meeting.

(P Nurse in the Chair)

19. QUALITY OF WORKING LIFE AUDIT: PROGRESS REPORT

The Director of Human Resources presented an update on the Quality of Working Life Audit survey that had been undertaken and circulated a proposed action plan for discussion.

The Committee in considering the results raised a number of issues relating to the response rate; the impact of the introduction of the new policing model on the results; the undertaking of future surveys; and how the results would be communicated to staff to which the Director responded. Members also discussed the proposed action plan and the likely timescale for action.

RESOLVED: That

- (1) the report be noted; and
- (2) the action plan be further developed and submitted to the next meeting with appropriate updates on the action taken.

20. MANAGEMENT OF ATTENDANCE: QUARTERLY REPORT

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

The Chairman expressed concern about the current and projected level of sickness particularly in relation to staff and stressed the need for the Chief Constable to ensure all appropriate action was taken to achieve the Authority's reduction targets.

RESOLVED:

That the report be noted.

21. 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.

Members considered the report and discussed with the Director the action taken to encourage officers who had developed particular skills to remain in the Constabulary beyond their thirty years service.

RESOLVED:

That the report be received.

22. 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 11.40am.