



CHESHIRE POLICE AUTHORITY

STAFF COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 28 AUGUST 2007 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: M A Ollerenshaw, Chairman
D Cargill, Vice-Chairman
J P Findlow
R Giltrap
C Kirkpatrick
B Maher
T Savage
P J Walker

Also in attendance: M D Darby

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

Constabulary Officers:
G Gerrard, Deputy Chief Constable
C Barton, Director of Human Resources
Temp. Det Supt N Ellwood, Head of Professional Standards

Apologies: P Nurse

21. MINUTES

RESOLVED:

That the Minutes of the meeting held on 22 May 2007 be noted.

22. RECRUITMENT: QUARTERLY REPORT

The Director of Human Resources presented an update on police officer, staff and special constable recruitment including the number, gender and ethnic origin of new recruits. The report confirmed that the target of 237 Police Community Support Officers by June 2007 had been achieved and detailed all vacant staff posts and the Areas and departments in which they were located.

Members enquired about the progress of the civilianisation programme, whether a vacancy factor was budgeted for and the recruitment of officers and staff from the black and minority ethnic communities. The Director of Human Resources responded to the issues raised and confirmed that the civilianisation programme would be achieved by 31 March 2008.

RESOLVED:

That the report be noted.

23. 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' results, with that of its most similar forces and the national average.

The Committee considered the report and discussed issues relating to the exams including the pass rates; the level of support offered to candidates; and the assessment criteria with the Director of Human Resources.

RESOLVED:

That the report be noted.

24. GIFTS, FAVOURS AND HOSPITALITY: RESULTS OF AUDIT

The Chief Constable submitted a report on the outcome of the audit of the gifts, favours and hospitality policy for 2006/07. The value of the gifts, favours and hospitality received and registered by officers and staff, totalled £3,149.

RESOLVED:

That the report be received.

25. STAFF SURVEY – 'WHAT MATTERS MOST?': RESULTS

The Director of Human Resources reported on the staff survey which was circulated to all staff in June 2007 and aimed to assess the levels of importance and satisfaction against a number of key areas of working. The report outlined the initial results from the survey which generated a 54.5% response rate. The survey results were available on 'Looking Glass' and once fully analysed an Action Plan would be developed.

RESOLVED: That

- (1) the report be received; and
- (2) a further report highlighting the exceptions in the survey results and the action plan, be presented to the next meeting.

26. REVISED PENSION ARRANGEMENTS FOR PART-TIME CONSTABLES AND SERGEANTS

The Director of Human Resources presented a report which detailed a change in pension arrangements for part-time constables and sergeants with effect from 1 July 2007, and the financial impact to the Authority of the backdating arrangements.

RESOLVED:

That the report be noted.

27. APA GUIDANCE: OVERSIGHT AND SCRUTINY OF PROFESSIONAL STANDARDS MATTERS

The Chief Executive reported on the Association of Police Authorities guidance on the role of police authorities in relation to oversight and scrutiny of professional

standards matters. The guidance had been circulated to Members and would form the basis of the training session on the complaints process on 29 August 2007.

RESOLVED:

That the report be noted.

28. IPCC: RESEARCH REPORTS ON LOCAL RESOLUTION

The Chief Executive advised that the Independent Police Complaints Commission had published two research reports entitled 'Informal to Local Resolution: Assessing Changes to the handling of Low-Level Police Complaints' and 'Local Resolution: The Views of Police Officers and Complainants'.

The reports detailed the findings from a study which examined the development of local resolution procedures; innovative practice in several forces; and the views of the complainants and officers who had experienced the local resolution process. The content of the reports would be discussed further at the training session on the complaints process on 29 August 2007

RESOLVED:

That the report be noted.

29. COMPLAINTS AND MISCONDUCT MATTERS: QUARTERLY REPORT

The Deputy Chief Constable presented the quarterly report on complaints and misconduct matters for April to June 2007. It was reported that during the period 126 complainants had made 187 complaints, which equated to a decrease of 2.3% in complainants and 1.6% in complaints, compared with the previous year. There had been 271 complaints made about police officers, 13 about police staff, 4 about special constables and one about a PCSO.

The Committee also received detailed 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 key performance indicators relating to complaints which showed an increase in the number of complaints finalised.

The Deputy Chief Constable reported that the increase in incivility complaints coincided with specific events and local and national safety campaigns. Members in considering the report, requested that future reports include an analysis of complaints by juveniles together with a diversity breakdown of total complainants.

RESOLVED:

That the report be received.

30. URGENT BUSINESS
(There were no items of urgent business)

31. 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
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
Efficiency Procedures: Changes to Financial Regulations	(2)	Information which is likely to reveal the identity of an individual
Local Government Pension Scheme: Rule of 85 Protections	(2)	Information relating to labour relations

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

32. REVIEW OF MISCONDUCT ISSUES: QUARTERLY REPORT

The Deputy Chief Constable and Director of Human Resources reported on the number of written warnings and hearings for police officers and disciplines and suspensions of police staff and PCSOs.

RESOLVED:

That the report be noted.

33. MANAGEMENT OF ATTENDANCE: QUARTERLY REPORT

The Director of Human Resources presented the performance data for April to June 2007 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 2.24 and 1.51 respectively which was a slight decrease on the previous year.

RESOLVED:

That the report be noted.

34. 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. The report also detailed the number of grievances recorded; employment tribunals; and performance against the four statutory performance indicators and targets relating to human resources for the period April to June 2007.

RESOLVED:

That the report be received.

35. MEDICAL RETIREMENTS: QUARTERLY REPORT

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

RESOLVED:

That the report be received.

36. EFFICIENCY PROCEDURES: CHANGES TO FINANCIAL REGULATIONS

The Chief Constable submitted a report on an amendment to Financial Regulations to enable the Chief Constable to effectively discharge his authority in relation to the management of staff and the organisation.

Members considered the Appendix which outlined the current provision in Financial Regulations in relation to the Authority's agreed policies for early retirement and redundancy and the proposed amendment.

RECOMMENDED:

That Financial Regulations 7.5 be amended to read as follows:-

The Chief Constable will approve early retirement/redundancy proposals within the Authority's agreed policies. In exceptional circumstances, where an employment contract is terminated by mutual agreement and there is a financial consideration,

the Chief Constable will consult the Chief Executive. The Constabulary maintains a central budget to meet the costs of early retirement/redundancy and Budget Managers will be required to provide the Assistant Chief Officer with a business case for the costs of any proposed early retirement/redundancy case to be met from this budget, subject to phasing over an agreed period.

37. LOCAL GOVERNMENT PENSION SCHEME: RULE OF 85 PROTECTIONS

The Director of Human Resources reported on the latest consultation on proposals to extend the current protections provided in the Local Government Pension Scheme within the existing cost envelope of the Scheme. The report outlined the impact for Cheshire and sought the Authority's views to respond to the consultation.

RESOLVED: That

- (1) the report be noted; and
- (2) the Chief Executive respond to the consultation and re-affirm the Authority's previous policy position to support the extension of the 'Rule of 85' protection in the Local Government Pension Scheme to 2020.

Duration of Meeting: The meeting commenced at 9.30am and finished at 11.05am.