



CHESHIRE POLICE AUTHORITY

STAFF COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 20 MAY 2008 AT CONSTABULARY HEADQUARTERS, WINSFORD

Present: M A Ollerenshaw, Chairman
D Cargill, Vice-Chairman
A Bradley

J P Findlow
P Nurse
T Savage

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

Constabulary Officers:
G Gerrard, Deputy Chief Constable
C Barton, Director of Human Resources
Det Chief Inspector Neil Ellwood, Professional Standards

Apologies: C Kirkpatrick and B Maher

1. MINUTES

RESOLVED: That

- (1) the Minutes of the meeting held on 19 February 2008 be noted; and
- (2) the notes of the meeting between the Police Authority and Staff Associations, Groups and Trade Union held on 21 February 2008, be received.

2. COMPLAINTS AND MISCONDUCT MATTERS

The Deputy Chief Constable presented the quarterly report on complaints and misconduct matters for January to March 2008. It was reported that during the period 132 complainants had made 192 allegations, which equated to a decrease of 7% in complainants and 0.5% in allegations, compared with the previous year. There had been 266 allegations made against police officers, 15 against police staff and 4 against PCSOs.

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 key performance indicators relating to complaints which showed an increase in the number of complaints finalised.

Members in considering the report, raised a number of issues relating to the various categories of complaint to which the Deputy Chief Constable responded.

RESOLVED:

That the report be received.

3. TAYLOR REFORMS: PERFORMANCE AND CONDUCT REGULATIONS 2008

The Deputy Chief Constable submitted a report on the organisational changes required in light of the new standards of professional behaviour and the Performance and Conduct Regulations which replaced existing legislation.

The report detailed the changes required in order to accommodate the new standards and Regulations and successfully implement the necessary cultural changes; changes in the role of Professional Standards Department to also support and advise managers as to the severity of performance and conduct issues and assist managers to make the appropriate decisions within the regulatory framework; leadership; and training.

RESOLVED:

That the report be noted.

4. IPCC REPORT ON 'NEAR MISSES IN CUSTODY'

The Deputy Chief Constable presented a report on the Constabulary's response to the Independent Police Complaints Commission's (IPCC) recommendations in the 'Near Misses in Custody' report. Of the 121 near misses reported in Cheshire, were categorised 46% as attempted suicide/self-harm, 33% were drugs consumption or possession, 14% were medical conditions and alcohol consumption accounted for 7%.

The Deputy Chief Constable reported that good progress was being made towards compliance and that progress had been significantly augmented by the Safer Detention Handling Procedures action plan and the action plan arising from the IPCC investigation in the recent death in custody.

RESOLVED:

That the report be noted.

5. COMPLAINTS AND MISCONDUCT MATTERS: HMIC SELF-ASSESSMENT

The Deputy Chief Constable reported on the self-assessment process which was being implemented in Cheshire, following HMIC's inspection of Professional Standards Department in 2006 which received a 'fair' grading. The report detailed the work being undertaken on the self-assessment template which had been developed by HMIC to assist forces in undertaking a 'health check' on direction, systems and procedures.

The Deputy Chief Constable advised that the completed Self Assessment template would be submitted to the next meeting.

RESOLVED:

That the report be received.

6. CIVILIANISATION RECRUITMENT PLAN 2008/09

The Director of Human Resources presented a report on the recruitment plan for police officers and police staff for 2008/09.

The Chairman reminded the Committee that the plan was dependent upon the outcome of the Government's consideration of the Authority's budget and consideration of the business case for workforce modernisation.

The report outlined the proposed recruitment of additional officers by 31 March 2009 to reach the target of 2142; and the civilianisation of police posts.

RESOLVED:

That the report be noted.

7. RECRUITMENT: QUARTERLY REPORT

The Director of Human Resources presented an update on police officer, staff including PCSOs and special constable recruitment including the number, gender and ethnic origin of new recruits. The report also outlined the progress of the civilianisation programme and all vacant staff posts in the Areas and departments in which they were located.

Members enquired about the Constabulary's actions to meet the target for BME recruits to which the Director of Human Resources responded.

RESOLVED:

That the report be noted.

8. EXIT QUESTIONNAIRES: ANNUAL REPORT

The Director of Human Resources presented a report on the information obtained via the exit questionnaires which had been completed by leavers from the Constabulary during 2007/08.

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 which aimed to ease recruitment shortfalls and retain skills and experience in the service. The Committee was advised that in 2007/08, 16 officers were retained on the 30+ scheme.

RESOLVED:

That the report be noted.

10. DRAFT PEOPLE STRATEGY 2008-11

The Director of Human Resources presented the draft People Strategy 2008-11 for consideration. The final version of the Strategy which provided strategic direction for HR over the next three years and incorporated the costed HR Plan, would be submitted to the Authority in July for approval.

In considering the draft Strategy, the Chairman requested that the information on performance measures be presented to the Committee on a six monthly basis.

RESOLVED: That

- (1) the report be noted; and
- (2) the draft People Strategy 2008-11 be submitted to the Authority on the 8 July 2008 for approval; and
- (3) progress against the performance measures be presented to the Committee on 25 November 2008.

11. SPECIAL PRIORITY PAYMENTS: ANNUAL REVIEW

The Chief Constable submitted a report on the scheme of Special Priority Payments (SPPs) for 2008.

The Director of Human Resources updated the Committee on the proposed SPP scheme for 2008, the changes to the 2007 scheme, and the eligible posts.

RECOMMENDED:

That the Special Priority Payment Scheme for 2008 as detailed in the Chief Constable's report, be approved.

12. MEMBER TRAINING SCRUTINY GROUP

The Chief Executive reported on the progress of the Member Training Scrutiny Group and outlined the terms of reference, areas for scrutiny and timetable.

RESOLVED: That

- (1) the terms of reference be supported; and
- (2) the proposed actions and timescales be approved

13. INITIAL POLICE LEARNING AND DEVELOPMENT PROGRAMME:
PARTNERSHIP WITH CHESTER UNIVERSITY

The Director of Human Resources provided an update on the changes to the accreditation of the Initial Police Learning and Development Programme (IPLDP) and the subsequent partnership with Chester University.

RESOLVED:

That the report be noted.

14. HEALTH & SAFETY EXECUTIVE INSPECTION: DRAFT ACTION PLAN

The Director of Human Resources circulated the draft action plan arising from the Health & Safety Executive (HSE) Inspection undertaken in November 2007.

The action plan, which had been developed by the Health & Safety Unit, responded to the recommendations in the HSE report and formed the basis of the review of existing management procedures for health and safety within the Constabulary.

RESOLVED: That

- (1) the report be noted; and
- (2) the final Action Plan be presented to the Authority on 8 July 2008 for approval.

15. URGENT BUSINESS

(There were no items of urgent business)

16. 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: Annual Report	(2)	Information which is likely to reveal the identity of an individual
Management of Attendance: Annual Report	(2)	Information which is likely to reveal the identity of an individual
Human Resources Plan: Annual 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

17. REVIEW OF MISCONDUCT ISSUES: ANNUAL REPORT

The Deputy Chief Constable submitted a report 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.

18. MANAGEMENT OF ATTENDANCE: ANNUAL REPORT

The Director of Human Resources presented the performance data for 2007/08 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 9.38 and 6.40 respectively which represented decreases on the previous year.

Members welcomed the reductions in sickness and commented on the comparable sickness levels within most similar forces, to which the Director of Human Resources responded.

RESOLVED:

That the report be noted.

19. HUMAN RESOURCES PLAN: ANNUAL 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 2007/08.

RESOLVED:

That the report be received.

20. MEDICAL RETIREMENTS: QUARTERLY REPORT

The Chief Executive submitted a report on a medical retirement (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 11.27am.

[Post Meeting Note: On the rise of the meeting A Bradley, D Cargill, J P Findlow and T Savage undertook a dip sample of completed complaints files.]