

LEICESTERSHIRE POLICE AUTHORITY

**Minutes of a Meeting of the Human Resources Committee held at
Leicestershire Police Headquarters, Enderby at
2.00 p.m. on Thursday 13 May 2010**

Present

Dr S Chowdhury, Mrs W Martin, Mrs D Newton and Mr J Orson.

Mr B Roper was also in attendance and participated pursuant to Standing Order 25(2).

Officers

Mr R Swinfield (Chief Executive) and Mrs A Perry (Deputy Chief Executive).

Representatives from the Constabulary

Ms A Naylor (Director of Human Resources), Ms C Hever, (Head of Human Resources) and Ms L Woodward (Diversity Manager).

Mrs D Newton – in the Chair

15/10. Apologies

Apologies were received from Mr P Brown, Mr U Dholakia, Dr S Hill, Mrs A Roberts and Mr M Sood.

16/10. Items of Urgent Business

There were no items of urgent business.

17/10. Declarations of Code of Conduct Interests

The Chairman invited members who wished to do so to make declarations of any Code of Conduct interests in respect of items on the agenda for the meeting.

Dr Chowdhury declared he was a member of GMB union. The Chief Executive advised that this declaration should not impact on the agenda items to be discussed.

No further declarations were made.

18/10. Minutes of the Committee Meeting held on 25 February 2010

The minutes of the Human Resources Committee meeting held on 25 February 2010, having been previously circulated, were confirmed and signed.

In relation to minute 05/10 the Director of Human Resources stated that a substantial amount of savings would be made in the Contact Management Department some of which would be due to improved attendance, however the exact amount was difficult to assess as a number of initiatives had also

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taken place. She added that the savings could be in excess of £200k over a 12 month period.

In relation to minute 07/10 the Director of Human Resources stated that the Force Establishment Board had reinstated extra rigour for requests from individuals to move to other departments in the Force. She added that the aim was to keep individuals with specialist skills in posts for longer periods to avoid having to re-train new staff and thereby avoid the cost implications and ensure return on training investment.

The Chairman of the Committee stated that timescales for the appeals process for police staff. would be reviewed and taken forward following discussions with all interested parties.

19/10. Human Resources Plan 2009/2010

The Committee received a report from the Director of Human Resources updating members of the HR Plan 2009/2010. A copy of the report marked 'A' is filed with the minutes.

The Director of Human Resources informed members of the following:

- Greater control around restricted and recuperative officers would be carried over into the HR Plan for 2010/11.
- Every post in Force, and the level of physical ability required to undertake the role, would be graded. This may result in the Force having little capacity to place increased numbers of officers with restrictions.
- The recruitment freeze during the past year had still not impacted upon the frontline at the present time.
- With the introduction of NSPIS ORIGIN during the coming year, sickness would be calculated differently and it was expected that a rise in the stats would be seen.
- The local High Potential Development Scheme had been suspended for one year. This was due to the Force restructure and the number of attachments required which could not be accommodated. It was expected that the Scheme would commence again in 2010/11.
- Two officers had been selected for the Leadership in Partnership Programme which was expected to be fully funded.
- Sub-collaboration with Northamptonshire for the delivery of driving training would result in standardised training for both forces and allow for lower specification general duty response cars to be used thereby providing a saving for the fleet.
- The current job evaluation scheme was not fit for purpose and three alternatives were being considered for implementation when the restructure was complete. At the present time this was a managed risk which was sustainable for the near future only.

It was RESOLVED to note the contents of the report.

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20/10. Draft Human Resources Plan 2010/11

The Committee received a report of the Director of Human Resources presenting a proposed draft HR Plan for 2010/11. A copy of the report marked 'B' is filed with the minutes.

The Director of Human Resources made the following comments: _

- Changes to the establishment at rank would be implemented as the change programme came into effect. Critical to this would be the projected attrition data. The current trend was for fewer officers leaving due to the economic climate.
- Agency staff would always be required in the Contact Management Centre and Corporate Development due to the hours worked in those departments.
- Some PCSOs were aligned, and funded by, some wards. These posts would remain as long as the funding was provided.
- Security staff were contracted externally. An external contract was also in place with Care First which had released two members of staff saving 50k per year.
- There had been no decisions on who would be granted voluntary redundancy however volunteers would only be granted redundancy if it proved to be cost neutral in comparison to letting someone else go.
- The new Chief Constable would want to consider the areas where changes would be made and where this would impact upon operational policing.
- It can be difficult to find posts for officers who were permanently disabled.
- Data from Care First would be provided in future reports.
- Benchmarking HR data with peers in the region was problematic due to differences in the data collated, however this was being addressed with regional colleagues.
- The policy and procedure list included in the report had been shared with UNISON.

It was RESOLVED to agree the contents of the HR Business Plan 2010/11.

21/10. Costed Learning and Development Summary Report 2009/10

The Committee received a report of the Director of Human Resources providing an end of year report for the Learning and Development Department. A copy of the report marked 'C' is filed with the minutes.

The Director of Human Resources stated that due to training for protecting vulnerable people some other courses had to be rescheduled and there had been an overlap with officers attending this training in preference to attending other courses.

It was RESOLVED to note the contents of the report.

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22/10. Learning and Development Business Plan 2010/11

The Committee received a report from the Director of Human Resources providing members with the second draft Learning and Development Business Plan 2010/11. A copy of the report marked 'D' is filed with the minutes.

The Director of Human Resources informed members that the format of the report contained elements of the national policing plan and as members had requested this report to be more succinct this would continue to be a work in progress.

It was RESOLVED to note the contents of the report.

23/10. Grievance Cases

The Committee received a report from the Director of Human Resources notifying members of the developments and changes in grievance cases that have occurred in the last rolling two years and to provide detailed information on grievances in the last rolling twelve months. A copy of the report marked 'E' is filed with the minutes.

The Diversity Manager stated that 10 grievances of bullying had been recorded in the last 12 months however no trends had been identified in relation to line managers and departments.

The Diversity Manager stated that all grievances were taking well over the timescales to resolve. She added that this was not surprising due to the category of the grievance being received.

It was RESOLVED to note the contents of the report.

24/10. Employment Tribunal Cases

The Committee received a report from the Director of Human Resources providing members with costs relating Employment Tribunal cases that has occurred in the last quarter of 2009/10. A copy of the report marked 'F' is filed with the minutes.

The Committee RESOLVED to note the contents of the report.

25/10. Misconduct Statistics for Police Staff

The Committee considered a report from the Director of Human Resources notifying members of the number of police staff who have been subject to misconduct procedures between 1 November 2009 and 31 March 2010. A copy of the report marked 'G' is filed with the minutes.

It was RESOLVED to note the contents of the report.

CHAIRMAN

2.00 p.m. – 3.43 p.m.
13 May 2010