

NOTTINGHAMSHIRE POLICE AUTHORITY
County Hall, West Bridgford, Nottingham, NG2 7QP
Tel: Nottingham (0115) 977 4897

MINUTES
OF A MEETING OF THE
HR & PROFESSIONAL STANDARDS COMMITTEE
HELD ON WEDNESDAY 7th JULY 2010
AT COUNTY HALL
COMMENCING AT 10 AM

MEMBERSHIP

(A denotes absent)

A Cllr M Quigley (Chair)
Cllr G Gilfoyle
Ms G Harrison
Dr P Hodgson
Prof S Holdaway
Cllr I Malcolm
Miss J Moore JP MBE

OFFICERS PRESENT

Jaki Lowe	Interim Director of Human Resources
Heather Croft	Interim Head of Human Resources
Ian McBride	Head of HR Transformation
Carl Taylor-Walster	Health & Safety Manager
Ruth Clement	PA to Director of HR
Elaine Minnighan	Police Authority Standards Member
Mr C Handley	Policy Officer
Ms C Radford	Deputy Chief Executive / Treasurer
Miss S Allmond	Nottinghamshire County Council Secretariat
Miss W Bentley	Assistant Committee Officer

1. APPOINTMENT OF CHAIR

The Committee noted the appointment of Councillor M Quigley as Chair of the Committee.

2. APPOINTMENT OF VICE-CHAIR

Miss Jean Moore formally nominated Dr Phil Hodgson and Prof S Holdaway formally seconded the nomination.

RESOLVED 2010/001

That Dr P Hodgson be appointed as Vice Chair of the Committee

3. MEMBERSHIP OF THE COMMITTEE

The membership of the committee was noted.

4. TERMS OF REFERENCE OF THE COMMITTEE

The terms of reference, as amended at the Police Authority meeting on 30th June 2010 was noted.

5. MINUTES OF THE LAST MEETING OF THE POLICE PROFESSIONAL STANDARDS COMMITTEE

The minutes of the last meeting of the Police Professional Standards Committee held on 29 April 2010 were noted.

6. MINUTES OF THE LAST MEETING OF THE HR & DIVERSITY PANEL

The minutes of the last meeting of the HR & Diversity Panel held on 3 March 2010 were noted.

7. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr G Gilfolye and Cl Sharma.

8. DECLARATIONS OF INTEREST

There were no declarations of interest made.

FORCE ITEMS

9. HR FUNCTION AND SERVICE PRIORITIES FOR 2010/11

Jackie Lowe introduced the report which gave general information on the HR function of the Force and service priorities for 2010/11. This included information on personnel, equalities monitoring in recruitment, deployment rates, health and safety, performance, the HR Improvement Plan, and the Recruitment Retention and Progression Review.

RESOLVED 2010/002

1. That the report be noted; and

2. That future reports provide analysis of the statistics

10. TRANSFORMING HR PROJECT

Jackie Lowe introduced the report which outlined the planned outcomes, benefits and timetable for delivering the new 'transformed' HR service

RESOLVED 2010/003

That the report be noted

POLICE AUTHORITY ITEMS

11. POLICE AUTHORITY HR POLICIES AND PROCEDURES

The Committee considered a report on the Policies and Procedures of the Police Authority. The policies provided only related to equalities issues, which needed to be incorporated into a single equalities policy by April 2011. Concerns were raised over the lack of other policies particularly surround HR procedures such as grievance procedures.

RESOLVED 2010/004

- 1. That the report be noted;**
- 2. That a single equalities policy be drafted by the Police Authority and brought to a future meeting of the Committee; and**
- 3. That all other statutory policies be drafted by the Police Authority and be brought back to a future meeting of the Committee.**

COMMITTEE ITEMS

12. BUSINESS INTEREST APPEALS

The Committee considered a report and proposed procedure on business interest appeals. The report proposed that a Sub Committee of three or five suitably trained members be set up to hear business interest appeals. A procedure for process business interest appeals was also considered.

RESOLVED 2010/005

- 1. That a Sub Committee be set up to consider Business Interest Appeals;**
- 2. That all Members should receive suitable training before sitting on a Sub Committee; and**
- 3. That the procedure on business interest appeals circulated before the meeting be approved.**

The Committee adjourned at 11.00 am and reconvened at 11.10 am.

URGENT ITEM

13. SECRETARIAT

Alan Given introduced the report which compared the current Police Authority Secretariat structure with the structure at Humberside Police Authority. The purpose of the report was to consider a new structure for the Secretariat which would ensure it had the capability and capacity to support and advise Members of the Authority, administer the decision making structure and provide data and analysis to inform the decision making process.

RESOLVED 2010/006

1. To note the report; and
2. To receive a further report on the proposals for the Secretariat at the next meeting of the Committee.

14. EXCLUSION OF THE PUBLIC

RESOLVED 2010/006

That the public be excluded from the meeting on the grounds that the discussions were likely to involve the disclosure of exempt information as defined in paragraphs 1 and 4 of the Local Government (Access to Information) (Variation) Order 2006 and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

15. EXEMPT MINUTES OF THE LAST MEETING

The exempt minutes of the last meeting of the Police Professional Standards Committee held on 29 April 2010 were noted. It was agreed to allow those Members who had already received training to continue to monitor the complaints previously identified, where appropriate.

16. POLICE FORCE – TRANSFORMING HR PROJECT - PRESENTATION

A presentation on the Transforming HR Project was given to members.

The meeting closed at 12.17 pm.

CHAIR