

DEVON AND CORNWALL POLICE AUTHORITY

HUMAN RESOURCES COMMITTEE

A meeting of the **Human Resources Committee** was held on 7 April 2005

Further information on the items referred to below is contained in the agenda for the meeting held on 7 April 2005.

Matters discussed (with minute references shown in brackets) included:

[HR/118] Costed Training Plan

All Forces are required to produce annually a Force Training Plan, which is costed, and to provide this to the Home Office. The plan should aim to capture all training delivered by or on behalf of the Force.

The plan needs to be agreed by the Force and the Authority. The plan presented for consideration was the result of extensive consultation within the Force; it had been approved by Force Training Management Board and the Force Strategic Board.

This year a better system had been implemented to capture the information about the training taking place, which has led to a more comprehensive document.

Issues discussed during consideration of this item included:

- Comparison of the % spend with previous years;
- The methods of compiling costs and what was included. The costs of 'student' time are not included;
- An additional 6 staff for training related duties will be funded from the 2005/06 budget for 100 extra officers
- Need to market the types and amount of training that is undertaken within the Force

RECOMMENDATION to the Police Authority that the costed training plan be approved

[HR/114] Police Authority Human Resources Policies

In order to meet legislative requirements, best practice as an employer, and the needs of the Police Authority organisation structure it is necessary to compile and implement a series of HR Policies. The following policies were approved and adopted:

- Staff Appraisal Framework
- Harrassment & Bullying Policy and Procedure
- Discipline & Incapability Procedure
- Diversity in Employment
- Grievance Procedure
- Sickness Management and Ill Health Procedure
- Protocol for Member and Officer Relationships
- Whistleblowing Policy and Procedure

[HR/117] HMIC Training Review Best Practice

In October 2004 following inspection 10 recommendations were made these were principally around management, plans and structures. A separate review of training delivery had assessed the Force as good or very good.

4 out of the 10 recommendations had been implemented and the target achieved – these related to the compilation of a costed training plan and communication issues. The costed training plan has been compiled and a new communications structure working at both a strategic and operational level has been introduced.

The remaining 6 recommendations are work in progress: 5 are substantially advanced and anticipated for completion by end July.

HMIC has invited Forces to submit additional evidence of progress since the original assessment was made. Devon and Cornwall Constabulary have done this and the results of the 'reassessment' are due by end of June 2005.

Sir Simon Day
Chairman of the Human Resources Committee