



WORKING
TOGETHER



**DORSET
POLICE**

Strategic People Board

Wednesday 27 April 2022

Commences at 2pm

Via Microsoft Teams

Attendance

Alexis Poole, Assistant Chief Officer (ACO) – People (Chair) (Devon and Cornwall)
Joanna Manley, HR Organisational Support (Dorset)
Steven Penford, Alliance Head of Employee Relations
Delphine Jones, Strategy and Policy Lead
Carey Owen, Head of HR Organisational Support (Devon and Cornwall)
Paul Kessell, Head of Alliance Professional Standards
Carol Grocott, ER Strategy and Policy Lead
Sarah Birch, Strategy and Policy Lead
Samantha Sara, Alliance Administration Services Officer

Jo Mosley, Assistant Chief Officer (ACO) – People and Support Services (Dorset)
Nicky Anderson, Alliance Head of People (Resourcing and Development)
Abbie Clarke, ER Procedure and Projects Manager
Claire Mead, Strategy and Policy Lead
Sean Hounsell, Alliance Head of People (HR Operations)
Karen Duke-Glover, Legitimacy Manager (Dorset)
Andy Cole, Health and Safety Manager
Paul O'Dwyer, Unison (Devon and Cornwall)
James Purkiss, Police Federation (Devon and Cornwall)

Apologies

Dan Evans, Superintendents Association Chair (Devon and Cornwall)
Raj Patel, Head of Equality, Diversity and Inclusion
Shyrose Allibhai, Resourcing Manager
Donna Wright, Learning and Development Manager (Dorset)
Julie Kendall, Strategy and Policy Lead
Beth Holmes, HR Manager (Corporate Support)
Karen Stacey, Police Federation (Dorset)

Jared Parkin, Superintendent Association (Dorset)
Tom Holmes, Superintendent Local Policing
Jon Nickson, Wellbeing Manager (Dorset)
Jeanette Ritson, Learning and Development Manager
Sandie Williams, HR Operations Manager
Debi Potter, Unison (Dorset)

Guests

David Green, Wellbeing Team (rep for Jon Nickson)

03/22/17 Opening, Declaration of Interests and Future Scene Setting [FOIA Open]

Alexis Poole opened the meeting, welcoming members and noting apologies. No declarations of interest were made.

03/22/18 Minutes of previous meeting on 23 March 2022 [FOIA Open]

The minutes of the previous meeting on 23 March 2022 were agreed as a true and accurate record.

03/22/19 Action Log [FOIA open unless specified below]

a. Action 44 Policies and Procedures for Sign off – Bonus Payments

Information was being gathered in respect of the identified issue and would be subject of a future update to the Strategic People Board.

Action to remain open

03/22/20 Police and Procedures for Sign Off

Police Staff Probation Policy J-P-064 and Police Staff Probation Step by Step J-Pr-068 [FOIA Open]

Members received and noted the Police Staff Probation Policy J-P-064 and Probation Step by Step J-Pr-068 presented by Steven Penford.

It was clarified that there was a requirement to align policies and procedural Human Resources (HR) guidance across Devon and Cornwall Police and Dorset Police.

The probationary period was described as an opportunity for new employees to demonstrate, through attendance and performance, that they were suitable for the role.

The policy and supporting documents set out the requirement of probationary period for all newly appointed employees.

It was important to note that the Board had previously considered and approved the Policy and Procedure at the People Strategic People Board on 26 January 2022, however, were subject to further review and consultation.

The Board agreed:

1. The revisions to the Police Staff Probation policy and procedural guidance as outlined in the paper. Both documents had been subject to consultation, in accordance with the agreed consultation process.

Associated papers available from the Specialist Support Hub.

03/22/21 Occupational Health Transformation [FOIA Open]

Members received and noted the verbal Occupational Health Transformation update presented by Sean Hounsell.

The Chair requested that the Board note the papers at agenda item 8a Joint Executive Board – Alliance Health and Wellbeing and 8b Joint Executive Board – Health and Safety Update and advised that the papers would be shared at the Strategic People Board quarterly for information only.

The following key points were highlighted:

- Devon and Cornwall Police and Dorset Police both operate under separate schemes for Occupational Health Support Unit (OHSU). It was explained that Devon and Cornwall Police offer an in Force Service, whereas Dorset Police outsource the service.
- The decisions for an aligned process were due in part to the Force receiving one tender bid since February 2002. Finance Colleagues were engaged during the process and approved financial implications.
- Devon and Cornwall Police were described as a Nurse led service. The Force were attempting to recruit a Chief Medical Officer.
- Through evaluation it was discovered that Devon and Cornwall Police required an upgraded computer system. A regional procurement process had been initiated.
- Implementation of the new aligned service was anticipated for 1 November 2022.
- Members were encouraged to report issues accessing the service to the Strategic People Board.
- It was confirmed that there were available budgets to fund two additional Administrators to support the Dorset OHSU Department.

03/22/22 People Strategy [FOIA closed section 22 – Information Intended for Future Publication]

03/22/23 Alliance Medical Intervention Funding Guidance J-Pr-102 [FOIA open]

Members received and noted the Alliance Medical Intervention Funding Guidance J-Pr-102 presented by Jo Manley.

The key element of health and wellbeing strategy was to provide a provision of support to Officers, Police Staff and Special Constables, where their wellbeing might be affected by their role. It was explained that the provision did not extend to agency staff.

During discussions the following key points were highlighted.

- Chief Medical Officer Jon Harrison drafted the original Alliance Medical Intervention Funding Guidance prior to his retirement. The guidance presented to the Board was an updated Alliance version, which included frequently asked questions (FAQs). The update policy described an approved medical interview and financial support.
- In addition to formal consultation, the policy had been presented at both Forces Ethics Committee meetings.

- It was significant to include appeals processes for individuals, Line managers and OSHU.

Jo Manley was requested to ensure the appeals process were outlined within the Alliance Medical Intervention Funding Guidance J-Pr-102 Policy.

For action by: Jo Manley

Action discharged

- It was important to note that the Forces had seen an increase in requests to extend sick pay due to the decline in National Health Services (NHS) provision.
- The members discussed the possibility of the inclusion of a covering paper to outline the key elements within the policy. Jo Manley confirmed that there was a full consultation document which provided an in-depth insight to the conversations and feedback during the full consultation process.

Jo Manley to provide Alexis Poole with the Alliance Medical Intervention Funding Guidance J-Pr-102 consultation documentation.

For action by: Jo Manley

Action discharged

- The Equality Implications Assessment (EIA) were included in the overarching Attendance Management Policy. However, the Equality Implications were not outlined in the Alliance Medical Intervention Funding Guidance.
- Expenditure had not been included within the Policy; it was requested that spend was included within the Policy

To enable for the requested amendments to be actioned, Jo Manley and Sean Hounsell to liaise outside of the Strategic People Board to discuss ownership of the Alliance Medical Intervention Guidance Policy J-Pr-102 in the absence of the Chief Medical Officer.

For action by: Jo Manley and Sean Hounsell.

Action discharged

The Chair requested that the Alliance Medical Intervention Policy P-Jr-102 is submitted to the 25 May 2022 Strategic People Board.

For action by: Specialist Support Hub

03/22/24 Papers for Noting

The members received and noted the following papers.

- a. Joint Executive Board – Alliance Health and Wellbeing Update [FOIA closed section 22 information intended for future publication]
- b. Joint Executive Board – Health and Safety Update [FOIA closed section 22 information intended for future publication]

03/22/25 Vulnerable COVID Risk Assessments [FOIA Open]

Members received and noted the verbal Vulnerable COVID Risk Assessment update from Andy Cole.

National guidance had been updated and confirmed that COVID Risk Assessments for the Clinically Extremely Vulnerable and Black, Asian and Minority Ethnic (BAME) Community were not required. It was confirmed that HR guidance and templates had been updated in line with the new National guidance. These had been consulted with HR staff and Equality and Diversity.

It was asked how to get the new guidance and template approved as the COVID Gold Group were stood down. The Chair stated that a policy change would need to be logged with the COVID leads and that Andy should contact them for approval.

It was agreed that Andy Cole would contact the Covid leads for approval.

For action by: Andy Cole

Action discharged

It was agreed that Alexis Poole and Jo Mosley would liaise outside of the meeting to discuss how the change in the COVID Risk Assessment policy would be implemented.

For action by: Alexis Poole and Jo Mosley

Action discharged

The Chair requested that the updated COVID Risk Assessment Policy was shared with the Strategic People Group.

For action by: Andy Cole

Action discharged

03/22/26 Pulse Wellbeing Survey [FOIA Open]

The Members received and noted the verbal update on the Pulse Wellbeing Survey from David Green.

It was confirmed that the Pulse Wellbeing Survey was ready to be launched. Other Forces had confirmed that they had found higher engagement where the Chief Constable launched the survey. Confirmation was given that the Dorset Executive Group were content with the survey. Devon and Cornwall Police would progress with their Executive Group.

Action remitted to: Devon and Cornwall Force Executive Board

Action discharged from the Board

Date, Time and Location of Next Meeting

There being no other business the meeting closed at 3.11pm. The next Strategic People Board meeting will be held on Wednesday, 25 May 2022, commencing at 2pm Via Microsoft Teams.