



Devon & Cornwall Police

Joint Negotiating and Joint Consultative Committee

Meeting held on 30 August 2023

In the Executive Conference Room and via Teams, commenced at 9.30am

Attendance

Dave Thorne (T/Deputy Chief Constable) (Chair)

Alexis Poole (Assistant Chief Officer People)

Jo Arundale (Superintendent – Professional Standards) (virtual)

Kate Bendelow (Trades Union Strategic Representative)

Annette Sparks (Unison Assistant Branch Secretary)

Larry Lea (Staff Officer)

Sandy Goscomb (Director of Finance and Resources)

Carey Owen (Head of HR Organisational Support)

Jim Purkiss (Police Federation Branch Secretary)

Paul O'Dwyer (Unison Branch Secretary)

Bill Stevens (GMB)

Bex Ousley (Specialist Support Coordinator)

Guests

Toby Davies (Superintendent Local Policing) (Rep for Sara Crane) (virtual)

Apologies

Jim Richardson (Head of People)

Ed Wright (Chief of Staff)

Suzanne Vranck (Police Federation Equality Liaison Officer)

Dr Simon Jaques (Chief Medical Officer)

Richie Poole (Police Federation Sergeant)

04/23/28 Opening and Declaration of Interests [FOIA Open]

Dave Thorne opened the meeting, welcoming members and noting apologies. No declarations of interest, equality, or Health and Safety concerns were raised. However, members were reminded all Police Staff would have an interest regarding the People Harmonisation Programme update, but also noting no decisions would be made.

04/23/29 Minutes from the previous meeting 8 June 2023 [FOIA Various]

The minutes of the previous meeting held on Wednesday 8 June 2023 were agreed as a true and accurate record, following amendments to:

- a. 03/23/21 Human Resources Briefing, first action was amended to read:

The Specialist Support Hub would ensure an update regarding the Disability Confidence Leader status for the Force would be included on the agenda for the next Strategic People Board.

For action by: **Specialist Support Hub**
Action discharged.

04/23/30 Action Log [FOIA Open unless exemptions specified below]

- a. Action 193 Assaults against Staff and the Provision of Wellbeing, and Health and Safety Update (previous minute reference 02/23/13c and 03/23/20d)**
Members noted work continued as part of the wider review for the wellbeing provision, and an update would be provided to the 9 November 2023 Board.
Action to remain open.
- b. Action 194 Assaults against Staff and the Provision of Wellbeing, and Health and Safety Update (previous minute reference 02/23/13c and 03/23/20e)**
Members were advised work was ongoing, and an update would be provided to the Board 9 November 2023, as part of the update for action 193.
Action closed.
- c. Action 196 Professional Standards Department Update (previous minute reference 02/23/14 and 03/23/20g) [FOIA Closed s.31 Law Enforcement]**
- d. Action 201 Human Resources (HR) Operations Briefing (previous minute reference 03/23/21)**
Members noted the action provided on the action log, and that the work was complete.
Action closed.
- e. Action 202 People Harmonisation Programme Update (June 2023) (previous minute reference 03/23/23)**
Briefing provided at minute reference 04/23/33.
Action closed.
- f. Action 204 Professional Standards Department Update (previous minute reference 03/23/25) [FOIA Closed s.31 Law Enforcement]**
- g. Action 205 Terms of Reference (previous minute reference 03/23/26)**
Item discussed at minute reference 04/23/36.
Action closed.

04/23/31 Human Resources (HR) Briefing [FOIA Open]

Members received and noted the Human Resources (HR) Briefing paper provided by Carey Owen. There were four thematic areas for reporting highlighted in the paper:

1. (June) - Pay and Reward
2. (September) – Performance Management
3. (December) – Organisational Resilience
4. (March) – Employee Experience

Each thematic report would analyse key data and identify trends across the Force, highlighting any disproportionality, organisational learning, provide regional and national updates when appropriate, and detail any recommended People Portfolio and/or forcewide action, in accordance with Force governance. Carey Owen would continue to work with colleagues to bring together relevant information and data for each area to present to the Committee at the relevant quarterly meeting. Members also noted reporting by exception for HR would come to the Committee from time to time, highlighting any peaks or troughs.

A conversation was held around HR delivery case management and individual performance and capability, as it was noted there were a low number of individuals under the formal stages at any one point in time. Feedback from managers into HR was often that they felt challenged when addressing performance issues, particularly when they knew the role demands their staff faced. Members were reminded it was important to provide support early to staff to ensure opportunities were not missed, which would help to reduce the number of individuals requiring formal support. The HR Delivery team had supported Learning and Development with delivery of workshops for first Line Managers, which were also recorded for people to view when time allowed around work commitments.

At the time of writing the report, there were 16 individuals who had not recorded they had made the standard for pay progression. However, members noted the figure may have since reduced. A query was raised if those individuals had been notified, and confirmation was provided they had received plenty of notification as well as through their Line Manager to complete their standard. Carey Owen would carry out a further review of those that were outstanding and would provide an update to Jim Purkiss outside of the Board.

For action by: Carey Owen
Action discharged.

Members were advised when HR had been involved with some performance management cases, they would discover that the Professional Development Review (PDR) records would show a 'good' assessment and made no mention of the issues, suggesting that for some it was seen to be a tick box exercise. It was important for managers to provide good quality PDRs and to use the system correctly when recording on PDRs. Alexis Poole would write to all Chief Officers about clients within their portfolios, to remind them of the importance of carrying out meaningful PDRs and to record them correctly on the system, and if there were any concerns they should be raised appropriately.

For action by: Alexis Poole
Action discharged.

Members felt the Chief Officer Group should provide details of any corporate objectives in January of each year rather than March, as it was felt that was too late to allow any meaningful preparation. Alexis Poole advised that work was continuing as part of the HR Ops annual work plan to consider further improvements including automation where possible.

Members were invited to provide Carey Owen with feedback to the report provided, which could be updated for the next Board 9 November 2023.

For action by: **All Members**
Action discharged.

The Board:

1. Noted the briefing presented.

04/23/32 Professional Standards Department Update [FOIA Closed s.31 Law Enforcement]

04/23/33 Human Resources (HR) Data Wash [FOIA Open]

Members were reminded the Data Wash project was a national requirement following high profile cases that had been reported on over the past 12 months, and Jo Arundale advised there were 8,494 records which had needed to be reviewed. A dedicated team had been set up for this project and all lines of data had been reviewed, and the results were being finalised for submission to the Home Office.

Members noted the Force was in line with national testing thematically and with the number of returns. There had been low outcomes from the data that had been reviewed, and none of which had hit the threshold. A national update was due to be released.

The Chair thanked Jo Arundale and the project team for their hard work reviewing all of the data, and for following up where required as it had been a lengthy task but had shown good practice was being used. Members felt it would be important to share the good news story with the wider workforce, and a query was raised if an update would be shared. Members were advised there would be national recognition for the work undertaken, however, the Force would look to publicise something more locally where it was felt appropriate, being mindful of the ongoing review within the Force.

04/23/34 People Harmonisation Programme Update [FOIA Open]

A dedicated email had been created for feedback regarding the proposed changes to procedures, and members noted there had been very low email traffic into that inbox. Consultation had been undertaken with Trade Unions and Staff Associations prior to any changes being made to the procedures.

The Chair thanked Carey Owen for the update and thanks would be passed onto the HR team for their hard work.

04/23/36 Disestablish of Trade Union Standby and Call Out Provision
[FOIA Open]

Carey Owen reminded members just over a year ago Unison put forward a request to establish a standby/callout provision which had been supported and implemented, subject to a 12 month review.

The conclusion of a review for the period June 2022 to June 2023 had found no call outs had been made during this time. Members noted, as an employer, Devon and Cornwall Police (DCP) were committed to doing all it could to support staff in the workplace, and in many circumstances go above and beyond what was legally required. With consideration having been taken of the low number of callouts anticipated and then the actual number of no callouts during the review period, it was proposed to disestablish the callout provision for Unison.

Following discussion, it was felt not enough time had been allowed for consideration of the paper presented to the Board, nor had the Unions been fully consulted. Therefore, a suggestion was made for the Union representatives to be allowed time to provide written feedback to Carey Owen regarding the proposal, and for the paper to be updated accordingly and brought back to the Board 9 November 2023 to enable a fully informed decision to be made.

For action by: **Union Representatives and Carey Owen**



04/23/37 Draft Terms of Reference [FOIA Open]

Members received and noted the Terms of Reference presented by Dave Thorne. During discussion, it was felt the Terms of Reference should be updated to indicate that critical matters arising could be presented to the Board verbally, when required. The Specialist Support Hub would update the draft Terms of Reference accordingly, for approval at 9 November 2023 Board.

For action by: Specialist Support Hub

Date, Time, and Location of Next Meeting

There being no other business the meeting closed at 11.16am. The next Joint Negotiating and Joint Consultative Committee meeting will be held on Thursday 9 November 2023, commencing at 9.30am via Microsoft Teams.