



WORKING
TOGETHER



**DORSET
POLICE**

Strategic People Board

Wednesday 27 November 2024

Commenced at 2.00pm via Microsoft Teams

Attendance

Jo Mosley (Assistant Chief Officer – People and Support Services) (Dorset)	Emma Butler-Jones (Superintendents Association) (Devon and Cornwall)
Raj Patel (Head of Equality, Diversity and Inclusion) (Devon and Cornwall)	Jim Richardson (Head of People – HR Operations)
Steve Penford (Head of Employee Relations)	Dr Simon Jaques (Chief Medical Officer)
Teri Roberts (Strategic Risk Manager) (Dorset)	Claire Mead (Strategy and Policy Lead)
Abbie Clarke (Strategy and Policy Lead)	Julie Kendall (Strategy and Policy Lead)
Donna Wright (Learning and Development Manager) (Dorset)	Jo Manley (HR Organisational Support) (Dorset)
Stacey Wilkins (Senior ER Officer)	Jim Purkiss (Police Federation) (Devon and Cornwall)
Bill Stevens (GMB) (Devon and Cornwall)	Paul O'Dwyer (Unison) (Devon and Cornwall)
Karen Stacey (Police Federation) (Dorset)	Danielle Pearce (Specialist Support Coordinator)

Guests

Zoe Holifield (Human Resources Change Projects Manager) (rep for Carey Owen)	Jos Greenhow (Staff Officer) (Devon and Cornwall) (rep for Alexis Poole)
Laura Palfrey (Human Resources Officer) (for minute reference 10/24/101)	

Apologies

Rachel Farrell (Deputy Chief Constable) (Dorset)	Mark Callaghan (Assistant Chief Constable) (Dorset)
Alexis Poole (Assistant Chief Officer – People) (Devon and Cornwall)	Carey Owen (Head of Human Resources Organisational Support) (Devon and Cornwall)
Jo Arundale (Superintendent, PSD) (Devon and Cornwall)	Karen Duke-Glover (Legitimacy Manager) (Dorset)
Beth Holmes (HR Manager – Corporate Support)	Shyrose Allibhai (Resourcing Manager)
Sarah Birch (Strategy and Policy Lead)	(Heather Dixey (PSA) (Dorset)
Kate Bendelow (GMB) (Devon and Cornwall)	Debi Potter (Unison) (Dorset)

10/24/95 Opening and Declaration of Interests [FOIA Open]

Jo Mosley opened the meeting, welcoming members, and noting apologies. No declarations of interest, Health and Safety, or equality concerns were raised.

10/24/96 Minutes of Previous Meeting 23 October 2024 [FOIA Open]

The minutes of the meeting Wednesday 23 October 2024 were agreed as a true and accurate record.

10/24/97 Action Log [FOIA Open unless exemptions specified below]

- a. Action 212 Health Surveillance Pilot (previous minute reference 08/24/75a, 07/24/63d and 05/24/48)**
Work was ongoing, and an update would be brought back to the 29 January 2025 Board.
Action to remain open.
- b. Action 220 Reports from Sub-Groups – Retention Working Group (previous minute reference 08/24/80c)**
Resourcing and retention update was discussed at minute reference 10/24/99. Resourcing element would remain open at the request of the Chair.
Action to remain open.
- c. Action 222 III Health Retirement and Medigold (previous minute reference 08/24/82)**
Further work was required. An update would be provided at 29 January 2025 Board meeting.
Action to remain open.
- d. Action 223 Policies and Procedures for Approval – People Portfolio Polices/Procedures and Annual Reviews (previous minute reference 09/24/87b)**
Discussed at minute reference 10/24/98.
Action closed.
- e. Action 226 Reports from Sub - Groups – ERP Optimisation Project (previous minute reference 09/24/90a)**
Work was ongoing, and an Update would be brought back to the 29 January 2025 Board meeting.
Action to remain open.
- f. Action 227 Reports from Sub – Groups – ERP Optimisation Project (previous minute reference 09/24/90d)**
Activity was ongoing, and an update would be brought back to the 29 January 2025 Board meeting.
Action to remain open.

10/24/98 Policies and Procedures for Approval [FOIA Open]

- a. People Department Policy and Procedure Review Report**
Steve Penford presented the People Department Policy and Procedure Review Report for members to note and made reference to review dates and associated timelines for outstanding actions requiring completion.

The report collated information from across the People Portfolio including those in the ownership of Employee Relations, Health and Safety, Occupational Health/Health and Wellbeing, Learning and Development and Resourcing.

Jim Richardson joined the meeting.

Since the list was formulated, several views had been conducted. Members were encouraged to read the updated Appendix 1, which detailed the position across both forces. Steve Penford confirmed that 72% of policies were in date with 66 requiring reviews. There were currently 11 documents undated, which were in hand. Of the remaining 55, the reviews were overdue by an average of 1631 days. As detailed on page eight of the report, four would be completed before 24 December 2024 and further ongoing work would align with the Alliance. It was noted that the review requirements would be moving to two years, four years and six years (full review) - members acknowledged that there was no recommendation for decision as this had been set by the Legitimacy Manager.

Following discussion, the following action was created:

The People Department Policy and Procedure Review Report would be presented to the Strategic People Board on a three-monthly basis.

For action by **Steve Penford**

10/24/99 Occupational Health Support Unit Update [FOIA Open unless exemptions specified below]

Simon Jaques shared the Occupational Health Support Unit (OHSU) presentation which provided an update on activity from Quarters Two and Three, with the following points highlighted:

- The average wait from referral to appointment was on an upward trend across the forces.
- Quarter two of 2024/25 saw an increased spike in average days from referral to appointment time. This amounted to a rise from 14 days to 56 days in Devon and Cornwall Police (DCP), and 21 days to 28 days in Dorset. The Chief Medical Officer had communicated an intention to rebalance across the Alliance to mitigate the impact in DCP.
- Members noted that the increase in waiting times were attributable to CELLMA going live and data transference in the Summer, which had led to an accumulation in referrals to the OHSU. This gave rise to a bow-wave effect with impact to waiting times subsequently.
- Members recognised that work was ongoing to rebalance the service which may take a quarter or more to rectify, this was with the assumption that CELLMA would become an automated system that could deliver data at pace.
- CELLMA continued to impact productivity with a 33% reduction complex case consultation rate.
- Business Partners had been made aware of identified challenges.
- The OHSU Update would be shared with members of the Force Performance Board on 2 December 2024.

10/24/100 Key People Issues Arising [FOIA Open]

The Chair provided members with a verbal update around key people issues arising, with the following noted:

- Dorset were live with the Reduced Hours Scheme (RHS) communications.
- Staff were being asked to consider reductions in working hours or days.
- Members noted that a central overview of applications was being given.
- Dorset teams were working collaboratively with HODs and Managers to assess whether the operation could be managed efficiently as a force, with reductions and additional saving measures being explored.
- Members acknowledged that the process was open, with a closing date of the 9 December 2024.
- Work was ongoing around the output of the Mutual Agreement Resignation Scheme (MARS).

Laura Palfrey joined the meeting.

10/24/101 Reports from Sub-Groups [FOIA Open]

Laura Palfrey shared the digitalised approach to Personal Development Reviews (PDRs), which provided an overview of progress made at Working Groups.

a. Personal Development Review (PDR) Working Group

Members were advised that the target for mobilisation had been reached. A launch date of November 2024 and reporting year in March/April 2025 was likely. Members were given a navigational demonstration of Unit 4 and were advised that guidance notes would be available.

Laura Palfrey left the meeting. Jim Richardson shared the reports from Sub-Groups presentation which provided an overview of progress made at Working Groups.

b. Employee Engagement Working Group

Action planning had taken place and would be monitored. A key theme was the retention of Police Officers. Other areas included morale and wellbeing, training and development and workload and demand.

Paul O'Dwyer joined the meeting.

c. Retention Working Group

Benchmarking with other forces took place in early 2024. Localised forces had been conducting personalised interviews individually which had been encouraged by the Essex and Kent models, which had sought an administrative review with Human Resources (HR). There had been a reasonable level of interest with 120 individuals presenting from Devon and Cornwall and 55 from Dorset.

d. Enterprise Resources Planning (ERP) Optimisation Project

Activity was ongoing and on target with phase two. Members acknowledged the OLEEO link and the capacity for the linkage of successful candidates to Unit 4. The payment of increments would be significant to the Pay Professional Standard (PPS) implementation.

Simon Jaques left the meeting.

10/24/102 Risk Register Update [FOIA Closed s.42 Legal Professional Privilege]

Members thanked Teri Roberts for her update and Jo Mosley left the meeting, with Jim Richardson assuming the position of Chair.

10/24/103 People Strategy Update [FOIA Open]

Claire Mead presented the People Strategy Update which provided an update on the People Portfolio Annual Business Plan with particular focus on updated data. A discussion was held around quarters one and two, and how these compared against strategic objectives to date. 42 items had been carried forward. The People Strategy Update continued to sit under four pillars: Wellness, Professional, Inclusive and Enabling Priorities for the People Portfolio, with the fifth column focusing on 'seeing the success of the strategy to 2025'. Overall, 95.2% were recorded as either green or amber which indicated good progress where monitoring would continue. Members noted that one area was marked red and another blue 'see below' where the objective might be shared and therefore more than one assessment might apply. A Quarter three update would be provided at either the February or March 2025 Strategic People Board, which would be confirmed in due course.

Claire Mead was thanked for her update.

10/24/104 Audit Recommendations [FOIA Closed s.42 Legal Professional Privilege]

10/24/105 Police Constable Entry Routes [FOIA Open]

Jo Mosley provided members with a brief recap on the Police Constable Entry Routes and noted that the slides provided to members were for noting only. A full paper would be brought back to a future Strategic People Board meeting.

10/24/106 Employment Rights Bill Briefing Paper [FOIA Closed s.22 Information Intended for Future Publication]

Date, Time and Location of Next Meeting

There being no other business the meeting closed at 3.41pm. The next Strategic People Board will be held on Wednesday 29 January 2025 commencing at 2.00pm via Microsoft Teams.