

Agenda Item: 8

To: People and Professional Standards Committee

From: Chief Executive

Date: 19th July 2010

THE NEW PEOPLE & PROFESSIONAL STANDARDS COMMITTEE (P&PSC)

1. Purpose

- 1.1 To describe for Members of the new Committee how the work of the predecessor Committee and Panel will be incorporated into the new framework for public meetings agreed at the full Police Authority.

2. Background

- 2.1 At its September 2009 meeting, the Authority took the decision to merge the majority of the work of the HR and Training Panel and the Professional Standards Committee, by creating the People and Professional Standards Committee. This was one of a number of changes to the delegation of work designed to improve the Police Authority's efficiency and effectiveness. The membership of the P&PSC is drawn from members of the predecessor Committee and Panel.
- 2.2 The Authority's Scheme of Delegation (revised April 2010) provides a framework to allow decision making at the appropriate level. Within the new structure each Committee will be able to drive more efficiently those aspects of the business of the Police Authority which are within the scope of its Terms of Reference including the production and performance monitoring of relevant aspects of the Policing Plan.
- 2.3 This report builds on the "Launching the new P&PSC" report received by the HR and Training Panel on 1st June 2010.

3. P&PSC working and focus

- 3.1 The Committee can:
- question Senior Police Officers and Officers of the Authority about their decisions and performance in the discharge of Authority functions, whether generally in comparison with the Policing Plan or other service plans and targets, or in relation to a particular decision, proposal, initiative or project;
 - consider strategic risks with potential to impact on the future achievement of Policing Plan priorities;
 - question and gather evidence from any person (with their consent), and.
 - make recommendations to the Chief Constable, appropriate Committee and /or Authority arising from the outcome of their scrutiny process.

3.2 Using the above approach the P&PSC can scrutinise the issues within the scope of its Terms of Reference (Annex A). The most important resource the Constabulary has is its staff. It is also the biggest area of spending. The focus of the Committee is:

- to understand how the Constabulary maximises the effectiveness of its staff through recruitment, retention, development / training, health and safety and welfare (inc Occupational Health) and its diversity;
- to work to enhance public confidence in relation to staff by reviewing the handling of complaints, disciplinary processes and professional standards, and.
- to satisfy the Police Authority's statutory duties as they relate to professional standards.

4. Agenda planning challenges

4.1 Where possible the agenda planning for all Committees will be formalised for the year ahead. This will be informed by the business planning cycle, the priorities and demands for scrutiny, and potentially, timings of partnership agenda. The agendas for Professional Standards Committee and HR and Training Panel were also driven by statutory requirements.

4.2 Several of the current PSC reports are standing items e.g. presenting quarterly data based on national reporting requirements. Changes in statutory guidance around complaints handling and other changes in internal management processes within PSD mean that the nature of this reporting will come under review in coming months. There is also currently a forward agenda plan for the HR and Training Panel.

4.3 The frequency of meetings of the P&PSC i.e. at two month intervals, reflected the initial anticipation of the workload of the combined committee. The high frequency of meetings will put added pressure on agenda planning. Close links will be required between the Chair and Vice Chair of P&PSC / relevant PA Executive leads and the PSD lead and HR lead to manage this effectively.

4.4 A meeting of an Agenda Planning Working Group is scheduled immediately following this public meeting.

5. Moving forward

5.1 It is recognised that the HR and Training Panel and Professional Standards Committee have operated with very different styles. It is desirable that a new and separate culture emerges drawing upon the history and strengths of both. This will support effective oversight and challenge of the work of the Constabulary on the continued development of the workforce, on behalf of the public, in public.

5.2 Over time, it is anticipated that the Authority will have a better overview of the Constabulary on workforce related themes. For example, the implications of tougher demands on the workforce can be monitored in the round for impacts on complaints and concerns and sickness.

5. Recommendations

- 5.1 The Committee is recommended to note the report and endorse the approach of the new Committee.

BIBLIOGRAPHY

| Source Document (s) | Contact Officer | Location |
|--|--|---|
| <ul style="list-style-type: none"> • Scheme of Delegation (Revised April 2010) including Terms of Reference of Committees • Proposal for Future Committee and Panel Structure Full PA Sept 2009. | Ronnie Yellon Police and Performance Manager (01480) 425999 | Cambridgeshire Police Authority Hinchingsbrooke Park, Huntingdon, Cambs, PE29 6NP. |
| <p>Originating OfficerRonnie Yellon.....</p> <p>Is it considered that this report contains 'exempt information' and should be considered in private? NO</p> <p>If the answer is "YES", please state the nature of the exempt information and the relevant clause in Part 1 of revised Schedule 12A to the Local Government Act 1972.</p> <p>Nature of exempt information: N/A</p> <p>The attached report has been cleared with the undermentioned Officers who have assessed the exemption status above: Acting Chief Executive Submitted on: 7th July 2010.</p> <p>A report will not be sent to the Authority unless this box has been satisfactorily completed and all necessary consultation carried out - the responsibility for which rests with the originator (except for consultation with the Chairman and this will be undertaken by the Chief Executive).</p> | | |

ANNEX A – P&PSC TERMS OF REFERENCE

A. Human Resources

- 1 To maintain an overview of and monitor policies, practices and performance of the Constabulary in relation to:
 - Recruitment and Retention
 - Development and Training
 - Health, Safety and Welfare (inc. Occupational Health)
 - Diversityof Police Officers and support staff under the direction and control of the Chief Constable.
- 2 To determine any matter relating to the functions of the Authority as the responsible 'person' under Health and Safety legislation.
- 3 To consider appeal against dismissal lodged by a member of the Police Staff

B. Professional Standards and the Constabulary

- 1 To satisfy the Police Authority's statutory duties and enhance public confidence in relation to the complaints and discipline process and professional standards within the Constabulary.

This will involve the oversight of all matters (complaints and discipline) relating to professional standards of all ranks of officer (including Specials) and police staff (including any directly appointed members of staff of the Police Authority), and will include, where appropriate, the appeals processes associated with pensions regulations, and any other quasi-judicial decision (e.g. pension forfeiture).
- 2 In relation to officers of Superintending rank and below, to monitor the working of the complaints and disciplinary procedures, including the "local resolution" procedures.
- 3 To carry out the Authority's responsibilities under Section 77 of the Police Act 1996, to keep itself informed as to the manner in which complaints from Members of the public against Members of the Constabulary are dealt with by the Chief Constable to include as appropriate the inspection of individual files when completed.
- 4 To monitor how complaints about the direction and control of the Constabulary are dealt with.

C. Professional Standards and Chief Officers

- 1 To record complaints against chief officers.
- 2 To consider such complaints and either:
 - determine them and subsequently report to the Police Authority for information that no formal disciplinary investigation be instituted, where it appears that the conduct complained of, even if proved, would not justify a criminal or disciplinary charge, and for the matter to be dealt with informally;
 - or, in any other case,
 - appoint an officer from the Cambridgeshire Constabulary, from another Constabulary, or another organisation or seek nomination from the Independent Police Complaint Commission (IPCC), to investigate the complaint, and subsequently,
 - receive the investigating officer's report, and,
 - make recommendations to the Police Authority on whether disciplinary proceedings are required where it is appears that the chief officer may have committed a disciplinary offence.
- 3 To refer the case to the Independent Police Complaint Commission (IPCC) where serious misconduct is alleged.

D. Other

- 1 To consider any Ombudsman or other complaint organisation report, specific or general, which touches on the Authority or Constabulary, as directed by the Chairman of the Authority, or Committee or the Chief Executive, or Treasurer.