



## MINUTES OF MEETING

**Date:** Thursday 10 June 2010  
**Time:** 1100  
**Location:** Fareham Police Station

**Attendees:** Supt Phil Winchester  
John Apter (Hampshire Police Federation)  
DI Floyd Higginson (part)  
DCI Colin Mathews  
C/Insp Steve Baxter  
C/Insp Schofield (Part)  
C/Insp Rachel Farrell  
C/Insp Glynis Shaw  
Chris Allen  
Anneke McCarthy  
Sandra Ruddock (MA)

174 **Apologies:**

C/Supt Karen Manners, C/Insp Kenny, Sally Adams

175 **EXPECTATIONS OF OCU FAIRNESS AND EQUALITY GROUPS IN ASSISTING WITH BME RECRUITING**

- 175.1 A summary from DI Higginson of the expectations of OCU Fairness and Equality Groups had been circulated with the agenda prior to the meeting.
- 175.2 DI Higginson is a member of the BME Management Support Group which was founded by the Chief Constable in May 2009. He emphasised that this was not the BPA, the Hampshire Black Police Association had been disbanded in 2009. The BME Management Support Group is non-political and is currently focused on recruitment. There are 6 BME officers who are members of the group. The group is concerned with officers and staff who are visibly non-white.
- 175.3 The Group's vision statement is to assist Hampshire Constabulary to provide a fair environment for BME staff whilst providing strategic and personal guidance around recruitment, retention and progression within the organisation, making the Constabulary the employer of choice.
- 175.4 The Group were asked to come up with a recruitment, retention and progression policy which has now been written. Their intention is to be a conduit between the OCU Fairness and Equality Action Groups and the Strategic Fairness and Equality Group. Until the BME

Management Support Group was formed there had been no BME representative in the diversity strands.

- 175.5 DI Higginson emphasised the importance of consultation with BME staff as there are many incidents, of which he gave examples, where offence can be caused unintentionally. He is the OCU's SPOC for BME and is happy to act as a sounding board for BME issues in complete confidence. He has been approached by three officers whom he has been able to assist and reassure with no management involvement. The Chief Constable has consulted the group regarding the media attention to stop and search on which further work is underway as a result. A BME Day held by the Chief Constable on 16 April was very well attended by non-white officers.
- 175.6 Other SPOCS for the OCU are PC Pete Dazley from Waterlooville and PC Ron Mawejje from Havant. There will be a BME Recruitment Day on 12 June which will be attended by the three SPOCs and which will be followed by two further events on 24<sup>th</sup> July and 14<sup>th</sup> August. There is no ethnicity test for applicants and the three events are well subscribed. It is not know how many BME applicants will be attending.
- 175.7 The SPOCs are liaising with the Extended Police Family Co-ordinator, Maria Jolliffe to identify recruitment opportunities, e.g. Havant's Party in the Park which has identified three interested BME individuals, although not intended as a recruitment event. Floyd has a meeting with PS John Stribley on 24<sup>th</sup> June to discuss his work with the Gurkha community.
- 175.8 Karen Scipio is preparing eligibility documentation. DI Higginson has devised a simple interest form for completion and return to him.
- 175.9 This will not be the subject of a global "push" as it is important that there is no perception that BME individuals are being offered an advantage and that the right message is given. Opportunities will be followed up as they arise.

**Action: District Commanders to drive this through their community organisations and to feed back to DI Floyd Higginson any opportunities for BME liaison and recruitment.**

175.10 The issue of peer reaction was also discussed with examples such as an occasion where a BME officer has been asked to stand aside when other members of his team are dealing with an abusive white family, or where the BME officer who is being racially abused is left to deal with it by his peers and where that officer may become the OIC. This may be a training issue but supervisors need to be aware that such incidents should not be allowed to happen.

175.11 Supt Winchester thanked DI Higginson for his time in talking to the SMT.

176 **INTRODUCTION AS CHAIR OF HAMPSHIRE POLICE FEDERATION – JOHN APTER**

- 176.1 John introduced himself in his new full-time role as Chair of the Hampshire Police Federation, and expressed his intention to improve the senior management perception of the Federation which had, although with the best intentions, deteriorated in recent years. He is currently visiting senior management teams across the force. It is an elected role with a tenure of 3 years – he would be happy to do 2 terms before returning to policing.
- 176.2 John said that Central OCU caused the least problems to the Federation which he felt was very positive. This is due to the interaction as a team and also due to a good team of Federation representatives on the OCU who are there to represent officers and engage with the service. This has led to sensible decisions being made.
- 176.3 He stressed that the Federation reps are doing their best to juggle their roles and if difficulties arise John asked that senior managers speak to him. He is anxious that representatives do not get into confrontational situations with managers which damage relationships but would expect to speak with the OCU Commander where difficulties arise. John will be encouraging reps to be reasonable while at the same time representing the individual.
- 176.4 Funding has been secured for a full-time misconduct lead who has yet to be selected.
- 176.5 It is expected that the budget will have a significant impact on policing, perhaps even greater than currently anticipated. Reductions in officer numbers are expected to be in the region of 30,000 nationally but this is not so much about reducing numbers as encouraging flexibility of officers in their roles and being prepared to move around. The Federation will be encouraging such flexibility unless there are genuine welfare issues.
- 176.6 Funded positions are Chair, Secretary, Treasurer (half role is for Federation, half for Welfare Fund). There are also leads for Misconduct, Quality (PS Zoe Wakefield), and Health and Safety. The only role which has to be given by the force under the regulations is the Secretary.
- 176.7 Anneke McCarthy raised her concerns regarding the difficulties that can occur with regard to the three months notice rule to change shift patterns and rules regarding attachments and allowances. The Federation recognise there are some anomalies and the regulations will be reviewed.
- 176.8 Supt Winchester thanked John for his time and invited him to stay for the remainder of the meeting.

**177 MINUTES OF MEETING 14/5/2010**

The minutes were agreed as an accurate record of the meeting.

**178 MATTERS ARISING FROM THE MINUTES 14/5/2010**

An updated Action Sheet accompanies these minutes.

**179**    **FINANCE**

- 179.1 A finance update report had been circulated by Chris Allen prior to the meeting.
- 179.2 There are no serious issues at present and Chris currently predicts an underspend at the end of the year. He is carefully watching the top-slicing by HQ of the budget for police pay. Police staff overtime is a concern particularly in relation to CPOs and SEOs and cannot be sustained at present level. He is monitoring this but expects this situation to improve when SEOs are up to strength and on acceptance of proposed shift patterns.
- 179.3 Following a recent operation at JW, Supt Winchester when he receives requests from TCG will copy these to Pauline King with updates so that they can be taken forward in the budget.
- 179.4 The Police Authority meet on 16<sup>th</sup> June to look at Central OCU finance and Chris is hoping for a favourable decision on the carry forward of last year's underspend which is required for the Fairness and Equality Action Group, Rural Issues and some more money for Fareham Custody. They will also be looking at BCU spending action plans. Chris will update.

**180**    **HUMAN RESOURCES**

- 180.1 HR is currently experiencing difficulties. In addition to role, Anneke is also doing consultation on the IMU Review and the BCRU Review. Lisa Savage is assisting but this is impacting. Sickness absence cases have increased. Occupational Health are under-resourced at present and are cancelling clinics resulting in longer timescales. HR are consequently not able to deal with cases as early as they would like. Their email response times are also slipping. She asked for the team's patience in a less than ideal situation.
- 180.2 She has no issues with the response of line managers in sickness absence cases but there are several complex cases where the line manager has done all they can and the case now requires input from HR to take forward.
- 180.3 The force publish establishment figures; a full pack monthly and OCU pack bi-monthly which are accessible by SMT members at the following link.

<http://intranet/Intranet/ACCHRO/Human+Resources/Workforce+Planning+and+Postings/Restricted+Workforce+Data/Workforce+Planning+Data+Pack.htm>

**181**    **CRIME/CID ISSUES**

DCI Mathews had no items to raise.

**182     COMMUNICATIONS**

Sally Adams was unable to attend this meeting due to the need to be at HQ for the anticipated verdict on Operation Beck. Since last meeting Media and Comms have been working virtually full time on confidence leaflets.

**183     PROPOSED UPDATE RESOURCE POLICY**

183.1 The proposed policy update had been circulated prior to the meeting by C/Insp Steve Baxter.

183.2 A query was raised regarding prioritisation of bail clinics and DOs. The issue of more appropriate DO shift patterns is under review.

183.3 C/Insp Schofield said sergeants were in agreement with 12 hour working if it was a one-off and not a regular occurrence. John Apter reminded the meeting that the Federation are opposed to 12 hour working.

183.4 C/Insp Farrell will discuss Actings with C/Insp Baxter outside the meeting.

183.5 John Apter advised that the Federation were in favour of centralised Resource Management because of the inconsistencies in policy between OCUs and this issue will be raised with ACPO.

183.6 C/Insp Farrell was concerned about the impact of SEO abstraction on ability to keep police stations open.

183.7 The policy was generally agreed subject to feedback which Chief Inspectors would forward direct to C/Insp Baxter.

183.8 Force procedure for Acting Sergeants and Acting Inspectors is that if an officer was in an Acting role prior to April, they could continue to be used as an Acting. However, if not the force criteria have to be met and the reason must be clear as to why the officer is needed in a temporary post. This also applies to senior managers where an Acting role cannot be used unless they are away for more than five days. John Apter emphasised that the acting position is being abused and the regulations are being tightened up.

183.9 Discussion took place around Acting roles with specific examples and concerns including the lack of reward for taking on additional responsibility in the absence of a supervisor; the build up of issues not dealt with if a supervisor is away including RMS updates; the issuing of reprimands; consistency across the OCU.

**Action: Supt Winchester to discuss these concerns with C/Supt Manners**

**184     ANY OTHER BUSINESS**

184.1 **Personal Equipment.** Chris Allen advised SMT members to encourage their staff to take action themselves over the next four

weeks, after which Chris' team will carry out an audit and will take action on any equipment that staff refuse to remove.

184.2 John Apter thanked Supt Winchester for allowing him to attend the meeting.

**185 NEXT MEETING**

**Tuesday 20 July 2010 at 1300 in Fareham Main Conference Room**

This will be a meeting of SMT members only to discuss the Future of the OCU and will also be attended by Supt David Hardcastle and Clare Simkin. All members of SMT are required to attend unless on annual leave. No deputies are required. Lunch will be provided.