



PEOPLE BOARD

9.30am
Tuesday 6 October 2009
Conference Room 2

OPEN MINUTES

Present: Deputy Chief Constable Stuart Hyde (CHAIR)
Joanna Bancroft, Personnel and Development Director
Andrew Dobson, Legal Services Director
Inspector Janet McGilloway, Executive Support
Detective Superintendent Sean Robinson, PSD
Gill Shearer, Marketing & Communications
Rachel Stephens (Minutes)

1 APOLOGIES

Apologies were received from Chief Superintendent Kevin McGilloway (Confidence Board representative). It was noted that Assistant Chief Constable Michelle Skeer had a previous commitment and would attend as soon as she became available.

SECRETARY'S NOTE: The meeting was concluded prior to ACC Skeer being available.

2 CONSIDERATION OF TERMS OF REFERENCE

In opening, Stuart Hyde reiterated that the role of the Board is to take a strategic overview of people management, ensuring collaboration between Boards prior to submission of items for consideration at Senior Managers Forum (SMF) or Chief Officer Group (COG).

Board members considered the draft terms of reference with amendments being noted by Janet McGilloway.

- Include links with Strategic Training Board
- Internal marketing of the Board's objectives and identification of achievements
- Assess feasibility of process management of all strategic boards' papers via Strategic Development
- The Board to drive the work falling out of the People Strategy

Action

ACTION:

1. Janet McGilloway to ensure Terms of Reference are amended to reflect the Board's comments, re-circulated and submitted to the next meeting for final sign off. JMc
2. Janet McGilloway to liaise with Jane Sauntson, Strategic Deveopment, regarding potential for their management of papers for all strategic boards. JMc

3 CONFIDENCE BOARD REPRESENTATIVE

It was agreed that as the Procurement Advisory Group (PAG) Chair is also a member of both the People and Confidence Boards, that person will fulfil the role. (At the present time, Chief Superintendent Kevin McGilloway).

4 CONSIDERATION OF STANDING AGENDA ITEMS

In addition to the two standing items already accepted (diversity and strategic risk), it was agreed that exception issues be included as a standing item.

a. Diversity Issues

A strategic overview of diversity to be maintained, ensuring that internal support networks are aware they continue to have a voice at strategic level via the Valuing Individuals Group (VIG) Chair. (At the present time, Assistant Chief Constable Michelle Skeer).

Stuart Hyde highlighted that during the next SMF the Diversity and Cultural Survey findings will be debated.

b. Strategic Risk

It was noted that items from the Strategic Risk Register are to be apportioned to the relevant Board.

ACTION: Jane Sauntson to ensure relevant strategic risks are available for discussion at the next meeting. JS

5 STRUCTURE - REPORTING GROUPS

Board members noted the structure chart and that VIG, Wellbeing and PAG chairs will report relevant issues to the People Board.

6 CHILDCARE SALARY SACRIFICE SCHEME

Sean Robinson and Gill Shearer declared an interest in this agenda item; both being registered with the scheme.

Joanna Bancroft presented a joint Payroll/Employee Relations paper which was noted by the Board. It was agreed that the scheme continue

with a review being undertaken in two years (rather than annually). Should the cost of providing the scheme appear to outweigh the benefits, a full report to be submitted to the Board.

ACTION:

1. **Joanna Bancroft to ensure Payroll/Employee Relations diary the scheme for review in two years, unless it becomes cost prohibitive.** **JB**
2. **Joanna Bancroft to ensure Payroll/Employee Relations market the scheme internally via Staff Matters.** **JB**

7 ANY OTHER BUSINESS

There was nothing further to discuss.

8 DATE OF NEXT MEETING

11am - Monday 30 November 2009 - Conference Room 2.