



PEOPLE BOARD

**2.15pm
Tuesday 2 March 2010
Conference Room 2**

OPEN MINUTES

- Present:** Deputy Chief Constable Stuart Hyde (CHAIR)
 Joanna Bancroft, Personnel and Development Director
 A/Detective Superintendent Keith Capstick, PSD
 Andrew Dobson, Legal Services Director
 Inspector Janet McGilloway, Executive Support
 Chief Superintendent Kevin McGilloway, Structures Review
 Gill Shearer, Marketing & Communications
 Joke Maes, Police Authority
 Rachel Stephens (Minutes)
- Chief Inspector Dawn Allen, Personnel & Development
 (own agenda item only)

1 APOLOGIES

Apologies were received from Assistant Chief Constable (SO) Michelle Skeer and Chief Superintendent Steve Johnston, Confidence Board representative.

Action

2 MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting held on 26 January 2010 were accepted.

3 MATTERS ARISING / ACTION SHEET

All actions had been completed.

4 STANDING AGENDA ITEMS

a. Diversity Issues

Joanna Bancroft updated that an equality standard gap analysis has been commenced; the aim being to link this with the Single Equality

Scheme.

b. Strategic Risk Issues

It was noted that People Board risks are to be discussed via SMF on 18 March 2010.

c. Exception Issues

Nothing to discuss.

d. 'Feeder' Group Minutes

Procurement Advisory Group (PAG) and Valuing Individuals Group (VIG) minutes were noted. It was also noted that Equality Impact Assessment forms are in the process of redesign with the aim of producing a more user friendly form and will be submitted to SMF on 18 March 2010.

5 PDR POLICY REVIEW

Chief Inspector Dawn Allen presented a revised PDR policy, procedure and guidance notes which were formally approved by the Board, subject to the following amendments:

- document to reflect both the Constabulary's diverse workforce and the diversity of the wider community
- each member of staff to be tasked with a diversity objective

6 ANY OTHER BUSINESS

There was nothing further to discuss.

7 DATE OF NEXT MEETING

9.30am – Thursday 6 May 2010 – Conference Room 3.