

Human Resources Committee

This Committee will consist of 9 Members. The Committee will meet four times a year and the quorum will be four Members.

Purpose

To contribute to improved and sustainable operational performance through people by:

- i. effective oversight and scrutiny of Force HR strategies, policies and practices that inspires the trust and confidence of all staff and local communities
- ii. ensuring the highest possible level of professional standards in terms of conduct and discipline are maintained by all Force staff

Terms of Reference

HR

1. To oversee the Force Human Resources strategies, plans, policies and practice directions as required.
2. To analyse and monitor key performance information in relation to the following areas of Human Resources.
 - i. Workforce Data (including workforce establishment, planning and modernisation, deployment and demand management).
 - ii. Resourcing and Career Progression (including recruitment, selection, progression and retention).
 - iii. Leadership and Talent Management (including leadership development programmes, succession planning, skills and competency development, accreditation).
 - iv. Learning and Development (including costed training plan, accredited prior learning, training evaluation).
 - v. Communication and Engagement (including staff attitude surveys, employee involvement / participation, links with staff associations and support networks).
 - vi. Employment Relations (including employment tribunals, discipline and respect and dignity at work).
 - vii. Managing and Maximising People and Performance (including PDR scheme, health and safety, occupational health and wellbeing, absence management).
 - viii. Rewards and Recognition (including pay policy, bonus payments, commendations, secondments).

3. To oversee Force compliance with national equality, diversity and human rights requirements, including national standards.
4. To monitor and scrutinise the Authority's and Force's employment procedures and practices.
5. To discharge the duty for the health and safety of police staff and police authority staff and ensure that the Chief Constable likewise discharges his duties as an employer.
6. To consider and decide upon claims relating to financial assistance for those officers involved in incidents who sought independent legal representation.
7. To consider and decide upon the forfeiture and reinstatement of police pensions.
8. To constitute and hear stage 4 appeals in accordance with the Collective Disputes procedure for Humberside Police staff.

Professional Standards

9. To rigorously scrutinise the nature of complaints from the public and the manner in which they are handled by the Chief Constable.
10. To refer complaint matters to the Independent Police Complaints Commission (IPPC) or Director of Public Prosecutions when necessary.
11. To exercise the functions of the Police Authority (including investigation of complaints) in relation to the conduct of ACPO ranked officers.
12. To compile and maintain a list of Independent persons to sit on certain misconduct panels arising from a complaint.

Chief Officers

13. To consider and approve the Police Authority's Chief Officer Bonus Scheme and determine (i) whether payment should be made to individual Chief Officers and (ii) the level and amount of any such bonus in accordance with the approved scheme.
14. To act as the disciplinary authority, including where appropriate the suspension and dismissal of ACPO ranked officers (subject to the Secretary of State in terms of dismissal) and make recommendations to the Authority.

Secretariat Staff

15. To act where appropriate in accordance with the Humberside Police Authority's procedures in relation to discipline, grievance, capability and re-grading.

Other

16. To consider any matters referred to the Committee by the Police Authority or any other Committee of the Authority for either determination or recommendation.
17. To refer any matter to any other Committee of the Authority as appropriate.
18. To receive regular updates on developments from Regional policy Network meetings, consider the implications for the Police Authority and respond accordingly.
19. To have due regard, in exercising its responsibilities to equal opportunities generally and the requirements of all equalities, anti-discrimination and Human Rights legislation, including implementation of the equalities schemes of both the Authority and the Force.

Delegation

The Committee has full executive powers to deal with all of the above matters, although it is probable that an Appeals Sub-Committee, derived from the HR Committee membership, will be established from time to time to act in relation to items 8 and 15.

The Appeals Sub-Committee will also be required from time to time to deal with any police staff appeals in respect of dismissal.

In addition Members of the HR Committee will act in an observing capacity on any final stage appeals held under the Force's Respect and Dignity at Work procedures.