

<b>Meeting</b>	<b>Public SPA Board Meeting</b>
<b>Date</b>	<b>25 May 2017</b>
<b>Location</b>	<b>Golden Jubilee Conference Hotel, Clydebank</b>
<b>Title of Paper</b>	<b>People Committee Chair Report</b>
<b>Item Number</b>	<b>17.3</b>
<b>Presented By</b>	<b>Nicola Marchant</b>
<b>Recommendation to Members</b>	<b>For Noting</b>
<b>Appendix Attached:</b>	<b>YES</b>

**PURPOSE**

To provide the Board with an update on business progressed through the People Committee on the 27<sup>th</sup> April 2017.

## ITEMS RECOMMENDED FOR APPROVAL

### 1. **SPA and Police Scotland Whistleblowing Policies** (Closed)

- 1.1 Following previous discussions at the People Committee, the CCU Reference Group and the Audit Committee (with reference to training and communications), the SPA and Police Scotland Whistleblowing Policies are recommended for approval to the Board.

## ITEMS DISCUSSED AND NOTED

### 2. **People Committee Work Plan** (Ongoing)

- 2.1 The People Committee work plan was shared with the Trade Unions and Statutory Staff Associations prior to the meeting and their feedback was sought during the meeting, all agreed it was a good starting point and as a living document it will continue to develop as the year progresses.

### 3. **Health and Wellbeing Deep Dive** (New)

- 3.1 The first People Committee 'deep dive' took place on the subject of Health and Wellbeing with the Trade Unions and Statutory Staff Associations in attendance and engaged in the dialogue. An Executive Summary of the discussion is included at Appendix A. All attendees commented that this had been a good investment of their time and that the discussion had been productive and worthwhile.

### 4. **People and Development People Pack** (Ongoing)

- 4.1 The content of the People and Development pack continues to be reviewed and improved. The topics contained provoked a number of discussions including specifically the formation of the Project Management Office and the skills required to complete the transformation work; British Transport Police and an Interim Solution for a national payroll system.

### 5. **British Transport Police (BTP)** (New)

- 5.1 There was a recognition that further work is required to understand the resource requirements for the integration of BTP. Due to the

size and complexity of the task ahead this cannot be underestimated and needs to be properly assessed to ensure all deadlines are met.

**6. Interim Payroll Solution (New)**

- 6.1 An interim solution for a National payroll solution has being identified by the Police Scotland Finance team and approved by their Executive Team. This will result in the current disparate systems, which are hosted by a variety of providers, being migrated onto two payroll systems. It was agreed that this was an operational decision for Police Scotland but the scope of the final solution for payroll will be discussed at a future People Committee. The implementation of this interim solution is required for the delivery of the Staff Pay and Modernisation Project.

**7. SPA HR Governance Team Assurance (Ongoing)**

- 7.1 The SPA HR Governance Team provided assurance on the areas of work that they are involved in, which includes the Police Pensions SLA; the Staff Pay and Reward Project and the governance approach to equalities work. However there was recognition that there are areas of the Police Scotland People and Development teams work that they are not involved in. Further discussions are planned throughout the development of the People and Development Annual Delivery Plan to steer the teams work for the remainder of 2017/18.

**8. Pay Award 2017/18 (New)**

- 8.1 Initial discussions have commenced on the planning for the 2017/18 pay award for staff and officers to ensure timely progress through the authorisation cycle.

**9. Redundancy Modification Order (Ongoing)**

- 9.1 A proposal with regards to the Redundancy Modification Order (RMO) have been developed and further discussion on the topic took place. Trade Union feedback will be sought in advance of a final proposal being submitted to the Board for approval.

The People Committee will next meet on the 16<sup>th</sup> June.

## HEALTH AND WELLBEING EXECUTIVE SUMMARY

- There is now a strength in the diversity of the services offered to support and assist employees with regard to Health and Wellbeing.
- Health and Wellbeing has become a primary focus and is being discussed at an Executive level with DCC Livingston now chairing the Health and Wellbeing group. It is anticipated that this will have a positive impact on the culture of the Police Scotland.
- Progress has been made in clarifying what Health and Wellbeing are and communicating this to staff however further work is still needed.
- The Wellbeing Champions and their dispersal across Police Scotland is beneficial. Consideration should be given to whether the Wellbeing Champions could play a role in referring staff to suitable services where the staff member is uncomfortable approaching their Line Manager.
- The nationwide launch of the Health and Wellbeing Pilot that took place in Q Division will also be beneficial for the organisation. Careful consideration should be given to how, as well as what, is communicated to set the culture.
- N Marchant and G Houston stated they would be happy to offer their support by attending launch events.
- Sustainability should be considered when retendering for the Employee Assistance Provider and Occupational Health, which is due to begin in the near future.
- The inclusion of Health and Wellbeing as part their training makes Managers aware of relevant issues which positively impacts the organisation's culture.
- The current work is building a strong base which will enable Police Scotland to move toward prevention of Health and Wellbeing issues.
- The move toward prevention will benefit all staff, who are at risk of stress or trauma at any time due to the nature of Police work, and not only those in posts noted to be vulnerable.
- Staff are not just susceptible to stress directly from incidents, stress in relation to conflicts between work and family life, such as child care issues and short notice summons to court or changes of shift, should also be incorporated in the Health and Wellbeing strategy.
- The retendering for the Employee Assistance Provider and Occupational Health is an opportunity to ensure that the future services are fit for purpose, through analysis of data gathered.
- Having defined success and outcomes, an update on the Health and Wellbeing Strategy should be submitted to the People Committee and relevant information should be added to the People and Development People Pack on a regular basis.

## **ACTIONS**

### **Workplan Update – Transformational Change of Corporate Services:**

Raymond Clements to Update Transformational Change of Corporate Services on Workplan, moving the review to later in 2017.

**ACTION 20170427 – PEOP – 001**

### **Workplan Update – Culture:**

Raymond Clements to add Culture as topic to Workplan

**ACTION 20170427 – PEOP – 002**

### **Referral to Occupational Health:**

Steve Simpson to examine Occupational Health Referrals and attempt to establish whether approaching lines managers for OH Referrals is a barrier to accessing this service.

Steve Simpson to also look at whether there is a secondary barrier in relation to awareness of services and how to access them.

**ACTION 20170427 – PEOP – 003**

### **Health and Wellbeing Review:**

Raymond Clements to add Health and Wellbeing Review to Workplan in order that Steve Simson and provide a suitable date to look at success and outcomes of strategy and also add relevant information to P&D People Pack.

**ACTION 20170427 – PEOP – 004**