

No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	49.2008.01	25.11.08	Uniform	An update on uniform to come back to the HR&R Committee once COG has given its approval to the proposals.	ACC ST	May Meeting	Coming to September following a delay with the procurement process
2	51.2008.01	25.11.08	Single Equality Scheme	An annual report on the scheme to be tabled at the September meeting	LS	September Meeting	Complete
3	02.2009.02	24.02.09	Health & Safety	Annual Health and Safety Report to come to HRRC from the Force	LS	Annually	On a agenda as Wellbeing Strategy as submitted
4	03.2009.02	24.02.09	HR Director's Report	Breakdown of take-up for the Talent Management Scheme to be circulated to the Committee	LS	ASAP	Complete
5	05.2009.01	24.02.09	Diversity	Update on the progress on Area DAGs in approximately 6 months.	LS	September Meeting	Complete
6	11.2009.01	26.05.09	Uniform	The Secretariat to ask Assistant Chief Constable Thomas for a short briefing note explaining the reasons for the delay around the procurement of the new uniform.	ST	ASAP	Verbal update will be given by HR Director
7	12.2009.01	26.05.09	Sickness Absence	The Force to gather the sickness absence data for staff to see if there was a similar gender disparity.	LS	Update to next meeting	This is included in the Management Information Report.
8	12.2009.02	26.05.09	HR Strategic Plan	The achievements against the HR Strategic Plan to be circulated in the same format as the Business Plan.	LS	Next Meeting	Complete
9	13.2009.01	26.05.09	Health and Safety	The Secretariat to check where the responsibility for counter signing the document lay within the Authority.	PH	ASAP	Complete

10	13.2009.02	26.05.09	Health and Safety	Ms Jainudeen to chase up Mr Kenwick for a response on the Authority's health and safety document.	LJ	ASAP	Complete
11	13.2009.03	26.05.09	Health and Safety	The Force's document to be presented on an annual basis to keep the Committee apprised of any changes.	LS	Next Meeting	Complete as item 7 on the agenda
12	13.2009.04	26.05.09	Health and Safety	The Chair to update the next Authority meeting on the work on health and safety	CK	July Authority	Will be September meeting as July meeting was a seminar
13	14.2009.01	26.05.09	Olympics	The Force to raise the suggestion of engaging with the industry in the search for volunteers for the Olympics period.	TH	Next Olympic Project Board	Olympic Project Board will take place on the 25 September
14	15.2009.01	26.05.09	HR Strategic Plan	The Force to consider how to spread knowledge of the HR achievements message further and how the Committee can help in this.	LS	Next Meeting	Will be provided as an oral update on the 1 Sept
15	16.2009.01	26.05.09	Workforce Planning	The strategy and action plan to come to the November meeting.	LS	November Meeting	ongoing
16	16.2009.02	26.05.09	Workforce Planning	The Committee Members to be added to the circulation list for the monthly HR performance Information Document.	TH	ASAP	Complete
17	17.2009.01	26.05.09	L&D	The Secretariat to send Mr Ward the up-to-date Member portfolio list.	LB	ASAP	Complete
18	18.2009.02	26.05.09	MI Report	Sickness figures to be presented separately for long and short term cases.	TH	Ongoing	Complete
19	18.2009.03	26.05.09	APA List	The Force to review the APA list to ensure that the Committee was supplied with all the appropriate information.	TH	Next Meeting	Complete

Actions from Staff Association Meeting 2008							
1.		02.09.08	Superintendents Association (SA)	The Authority to communicate any decision made regarding safeguarded travel at it's 30 th September meeting to the appropriate parties	PA		Complete
		02.09.08	Association of Muslim Police (AMP)	Ms Hickman to try and find out if the GMP trial had been successful.	TH	Ongoing	Item to be discharged an update was provided at the last HR&R meeting dated 26 May 09.
		02.09.08	Women's Strategic Forum (WSF)	Ms Scott said that she would ask Ms Bird if she had any data to back up the concerns around competency based threshold payments	LSc		Women's Strategic Form (WSF) LSc meets with WSF regularly through different Force meetings. Nothing further has been raised by WSF in relation to this point.
		02.09.08	Women's Strategic Forum (WSF)	Miss Barrick to chase up comments on the minutes from Ms Bird following a few points of inaccuracy.	LB		Chased various times no response
		02.09.08	DESA	The Disability SOP to be released for further consultation at the end of Sept.	TH		Further consultation resulted in a large number of additional comments that required detailed

							research. This SOP has been put 'on hold' due to the HR Transformation Project (re-writing of existing SOPs). The lack of disability information has been filled through the purchase of Information Sheets from the Disability Forum (available to all staff on the Intranet). This is an interim measure in the absence of the Disability SOP.
		02.09.08	DESA	Mrs Towers and Ms Knights to meet with Ms Scott again before the next round of meetings	BTPA		