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| **Our People Matter Strategy Steering Committee**  **MEETING MINUTES** | |
| **Date** | Wednesday 1 July 2020 |
| **Time** | 14:32 – 16:00 |
| **Venue** | Commissioner’s Large Conference Room  Police Headquarters  Level 7, 200 Roma Street, Brisbane |
| **Chair** | Deputy Commissioner Doug Smith (Strategy and Corporate Services) |
| **Present** | Michelle Tayler (Executive Director, Communications, Culture & Engagement)  Simon Kelly (Director, Media & Public Affairs)  Terry Lawrence (A/Chief Superintendent, Safety & Wellbeing)  Shane Prior (Vice President, QPUE)  Rosemary Featherstone (Health & Safety Officer, QPUE)  Jason Saunders (Representative – QPCOUE)  Jo McConnell (Director, Together Union)  Andrew Ross (Director, Strategic Policy Branch)  Caitlin Bauer (Director, Communications, Culture & Engagement)  Brett Hampson (A/Inspector, Communications, Culture & Engagement)  Rhys Wildman (A/Assistant Commissioner, PCAP)  Brian Codd (Assistant Commissioner, State Crime Command)  Kevin Groth (Central Region Representative, QPUE)  Georgia Grier (Minutes – CCE) |
| **Apologies** | Ian Leavers (President, QPUE)  Peter Thomas (Executive Member – Northern Region, QPUE)  Kylie Rigg (Inspector, Mental Health Strategy)  Belinda Dryden (A/Executive Director, Recruiting, Safety & Wellbeing)  Kurt Marsden (General Manager, Human Resources, PSBA)  Mark Kelly (Superintendent, District Officer, Darling Downs District)  Charysse Pond (Assistant Commissioner, PCAP) |
| **Welcome –** Mr Smith opened the meeting by welcoming Steering Committee members both seated and those joined via VidCon.   * Acknowledged the Apologies. * Endorsed the Minutes from the meeting held in February 2020. * Recognised the achievements of the Committee since the commencement of the Our People Matter Strategy in 2017 with respect to the Strategy’s purpose, objectives and scope. * Apologised in advance to the Public Safety Business Agency (PSBA) for the following observations:   1. Clarity – what is expected of the people needs to be clear,   2. Capability – the capacity of people to deliver OPM activities must wrap around QPS business,   3. Disconnection – observed significant disconnect between PSBA and QPS not dealt with during changes made in 2016,   4. Attraction posture – recruiting the right people, otherwise further disconnect. With a great recruitment and attraction strategy, of both police and civilian staff, people are well prepared for a difficult career. A stronger workforce is retained, supported by strategies including OPM, which should also encompass activities suitable for staff looking to exit the organisation and post-employed staff,   5. Witnessed disconnects with our Psychologists.   ***ACTION ITEM: Mr Smith will bring a proposed framework of recruitment and retention for the future.*** | |
| **Committee members were invited to provide comment to two questions raised by DC Smith:**  *1) What are you hoping to get out of the meeting?*  *2) What will you achieve as a Committee Member?*  Mr. Shane Prior (QPUE Vice President) indicated the Union’s frustration and disappointment with this committee and the direction of OPM and that in this time of the COVID19 policing operations that no communication or strategy was provided to members in the OPM name. He read a prepared statement (see attached). DC Smith asked if these comments were from all Executive and Shane Prior advised that the committee was provided with the questions by QPUE WHS Officer and she compiled the responses into this statement. DC Smith asked if this statement was available in writing – QPUE WHS Officer provided it to him – DC Smith stated that these comments would be included with the minutes and that it was important to recognise the complaints and to work positively to address them.  Mr Shane Prior indicated the frustration by QPUE with the Strategy and the Steering Committee as a whole. Wants to:   * + See future developments driven from the ground up,   + Ensure the QPS is compliant under the Workplace Health and Safety Act   + know that issues raised at the Regional, District and Command level are being raised and that engagement with members on decisions/activities is timely,   + Maintain representation of the QPUE to continue bringing appropriate changes to members and their families,   + See safe and healthy workplaces being supported from the beginning of a career and for members to feel comfortable to engage with QPS developments,   + Know there is support given to volunteer members; Workplace Champions, Peer Support Officers, Human Service Officers etc.   The QPUE has not seen any Strategies in response to COVID 19.  Mr Jason Saunders indicated the Commissioned Officers Union (COU) supported OPM, with great achievements coming out early on to help staff but agree it has lost momentum.  Now hearing negative comments towards the Strategy but looking forward to regaining some momentum and giving advice to members with the recommencement of regular Steering Committee meetings.  AC Brian Codd considered the participants of today’s meeting as very generous with their responses, believing the Strategy started with a great crescendo, then the Committee lost its way, but he has renewed hope.  Stated the need to decide where the Strategy now sat, in relation with the Wellbeing Committee, and in relation with the Deputy level as a people committee.  No ‘quick wins’ sought, wins will be achieved whether they take a short time or a long time. | |
| **Agenda Item a) New / proposed governance structure.**  Michelle Tayler referred to the Governance papers which had not been provided to committee members prior to the meeting. DC Smith provided a copy to the QPUE WHS Officer and advised that these papers would be sent to all committee members.  As the Wellness Strategy sits with the People Capability Command (PCAP), it will feed into Inclusion & Diversity and the local OPM Committees.  Jo McConnell requested a copy of the Governance paper. Although conscious of the up and down of the OPM Strategy, it has been great to see how people have used the Strategy to assist with rural and remote placements.  Staff have had a voice in decision making. Jo is pleased OPM is now evolving. Is looking forward to playing an integral role in the transformation.  Kurt/Reece Via VidCon (no video) believes the Strategy lost its way, having not progressed as cleanly as expected.  To rectify, what has been done in the past must be captured and avoided? (muffled). Agrees the answer is around recruiting; a hire to retire focus.  How we look at recruiting and training is paramount.  What’s needed must be facilitated from the Human Resource side.  The QPUE WHS Officer reminded this committee that this committee; despite its name change to the OPM Steering Committee is a legislative requirement under the WHS Act 2011. With that change, the agenda would include each of the four pillars (healthy minds, healthy bodies, safer workplaces and fair and positive workplaces). Additionally, the QPUE WHS Officer reminded the committee that this committee included membership of a country officer (i.e. OIC Cloncurry) who assisted in providing a regional/country view. The QPUE supported ED Taylor’s recommendation for the consideration of a regional officer on the Steering committee for a 12-month rotation.  Rosemary Featherstone spoke of the legislative requirement to address the four pillars: fair and positive workplaces, safe workplaces, healthy minds, healthy bodies.  Believes people from lower police ranks are required on this Committee.  Reminded the room of the country police officer who sat on the Committee previously to contribute grass roots, tangible ideas.  DC Smith confirmed there are many higher-level ideas, but the action items must be achievable.  ED Tayler recommended the consideration of a regional officer on the Steering Committee for a 12-month rotation.  The Timeline was shown by Michelle Tayler who spoke about it briefly. Timeline to be sent to all attendees for consideration prior to the next meeting.  ***ACTION ITEM: Timeline to be sent to Steering Committee with committee feedback prior to the next meeting.*** *COMPLETED 1 JULY 2020 by A/Inspector Hampson.*  Andrew Ross gave the Human Rights perspective; externally the Strategy is really strong, internally not so strong. Sees the ideas as disjointed, considering a rebrand might be necessary, with the QPS hung up on a Strategy. DC Smith stated no such thing as a Strategy that is just a piece of paper. It is taken very seriously. | |
| **Agenda Item b) Terms of Reference.**  QPUE WHS Officer stated that there are not major differences between the previous TOR and the new TOR but raised concerns that if the TOR listed at 6.2 are included that this committee should   * Ensure that meeting dates are confirmed at 3 days before with the agenda and associated papers provided to committee members so that they may be prepared for the meeting. * A call for agenda items will occur two weeks prior to the scheduled meeting.     QPUE WHS Officer reminded the committee that in the past that OPM Steering Committee Minutes were placed on the OPM webpage so that information from this committee would open and transparent and that all staff members would have access to.  Rosemary Featherstone raised concerns with terms listed at 6.2 of the OPM Steering Committee Terms of Reference (ToR) not being met, calling for Agenda items and distributing Minutes quickly. Suggested placing the Minutes on the Our People Matter website.  DC Smith raised the topic of getting feedback from regional staff.  Terry Lawrence considers the Health & Safety perspective, with that Committee meeting four times per annum, and this Committee should be similarly scheduled but preferably more.  Also requests standing agenda items and it would be up to local managers to deal with the action items; the Steering Committee should be the clearing house of Strategies.  Jo McConnell is satisfied with the ToR and apologised in advance for passing on the sentiments of Together Union members, that the Strategy stands for Our *Police* Matter.  Acknowledges the Steering Committee provides positive leadership, the standing agenda item which mentions diversity, also refers to non-police staff members.  AC Codd advised that the Psychological Committee folded into the Wellness Committee. Happy to stay engaged to be the Regional AC representative. For Minuting, QPUE supported the decision to have AC Codd remain on the OPM Steering Committee as he was a founding member with extensive experience and a passion for our members and ensuring good mental health for all.  ***ACTION ITEM: All changes to Steering Committee members should be provided to the Secretariat.*** | |
| **Agenda Item c) Funding model for grants.**  Michelle Tayler addressed the funding model for grants, contacted by potential sponsors with A/Inspector Brett Hampson to meet potential sponsors to determine how the OPM Strategy will apply to them and provide the best value for their sponsorship.  A/Inspector Brett Hampson explained his role and the transfer of OPM from PCAP to CCE, CCE acknowledging the Strategy did provide lots of advocacy but they were in a sense in the wilderness.  DC Smith spoke of the budget and sponsorship.  A/Inspector Hampton on behalf of CCE seeks changes to the funding model; rather than dividing funds into tiny sums for Regional use in intangible ways, consider keeping the funding centrally for larger projects.  ***ACTION: Secretariat to obtain the acquittal of previous OPM funding and present at the next meeting.***  AC Codd remembered some outstanding initiatives, like Black Dog breakfasts, then there was some silly expenditure.  Simon Kelly talked to the Strategy being funded by external monies to be spent wisely. That there is accountability to the benefactors.  Rosemary Featherstone, QPUE WHS Officer, stated that the original funding was provided to this committee for dispersal around the state two months prior to the end of the financial years and that the ACs and local committees had the decision-making responsibility for expenditure – tying it to one of the pillars.  Rosemary Featherstone stated the first funding occurred two months prior to the end of the financial year. | |
| **Agenda Item d) PWC including if they need to remain as Commissioner Officers.**  DC Smith addressed the question of Principal Workplace Champions (PWC) and whether they needed to be at Commissioned Officer level.  ED Tayler stated that decision came from the Districts.  General discussion ensued as to the correct level for effectiveness, is Inspector or above the correct level, or should it change?  AC Codd detailed the idea of having a senior ranked police officer as the PWC was so the Strategy could cascade.  Rosemary Featherstone, QPUE WHS Officer, stated that the QPUE wished to see PWC’s who believed in OPM and were supportive and motivated to assist their staff. She identified at the implementation of the PWC’s, decisions regarding appointments as PWC were made by AC’s and that the Union were not provided with the opportunity to provide feedback and/or advice regarding proposed appointments.  Rosemary Featherstone wants to see a PWC who believed in people, not one chosen just because of rank. Raised objections about the PWC chosen by an AC without input from the Union.  Jo McConnell believes a PWC does need to hold a level of influence, however many staff felt unrepresented.  ***ACTION ITEM: DC Smith requested the Together Union, via Jo McConnell, sought the feelings of civilian staff about the PWC role.***  DC Smith asked if we should, 1) work with current Principle Workplace Champions, or 2) spill the cohort and start again?  A third option was discussed which allowed for the retention of current PWCs with the provision of support by the QPS, an evaluation of current PWCs activity and delivery of OPM and an EOI process developed for the appointment of current and future vacancies to ensure the appointment of a suitable candidate.  Option 3 was proposed; an EOI process. A combination was supported; work with the PWC in place, with a proper process of evaluation to remove any unsuitable candidates and replace through EOI.  Steering Committee general discussion ensued with concerns surrounding option 1 meant nothing would change and agreeing with option 2 to help rebrand OPM. Several members preferred option 3. DC Smith acknowledged that even with many great PWC, the Strategy needed to refresh, with the effective PWC’s encouraged to put their names forward.  It was generally agreed that the best person for the job should be placed into the role, irrespective of their position as police officer, staff member, commissioned officer or non-commissioned officer.  AC Codd was concerned about non-commissioned officers/staff members having less discretionary time, that the QPS must commit support to the successful PWC to achieve the objectives of OPM.  ***ACTION ITEM: A/Inspector Hampson will send all PWC a copy of these Minutes.*** | |
| **General Business**  Terry Lawrence - One person allowed to roam, another person on the committee.  What the comment relates to was the larger conversation about the composition of the local committees and how it was agreed for each area to determine what worked for them. What I did say was the OMP Principal workplace champion did not need to be the chair using the SCC example where I am the Chair and Jon Wacker, now Larissa Miller is the Champion.  This allowed Jon the ability to do what he needed to do whilst I looked after things from an administrative/formal perspective.  From our perspective we found it was too onerous in the Command to do both as we also have a large number of state and national committees we sit on or chair as SCC Commanders. | |
| **Meeting closed at 16:00.**  **Next Meeting scheduled for Tuesday 14th July 2020 at 11:00 to 12:30** | |