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| <p>MINUTES MEETING OF THE POLICE SERVICE COMMISSION 11 APRIL 2022 GOVERNOR'S OFFICE, ELGIN AVENUE, GEORGE TOWN</p> |
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Present:

HE the Governor – Chair
Mr Richard Coles - Member
Mr Richard Barton - Member
Mr Lindsey Cacho - Member
Mr Graham Hampson - Member
Mrs Gloria McField-Nixon, Human Resources Adviser (via Zoom)
Mrs Nancy Barnard, Manager, Police Service Commission Secretariat

Apologies:

Mr Andrew Munday, UK Overseas Territories Police Adviser – Member

1. **Meeting called to order at 10:32 a.m.**

2. **Approval of minutes of the September 2021 meeting.**
This was deferred – to be conducted via “round robin” email.
Action Point 1: Review and Approval of September 2021 Minutes
Owner: Manager Secretariat.

3. **PSC Promotions Policy: final approval, including all of its appendices.**
PoCS led the development of the PSC Promotions Policy in support of the proposed senior command structure (the PSC Promotions Policy shall inform the PSC’s recruitment of the ranks of Superintendent and higher). The development of the appendices is still in process.

Action Point 2: Complete the development of the appendices for the PSC Promotions Policy.
Owner: CO of the PoCS with PoCS staff assistance.
Deadline: 30 April 2022

Action Point 3: PSC to review and give final approval to the PSC Promotions Policy and its appendices - to be conducted via “round robin” email.
Owner: Manager, Secretariat in liaison with CO PoCS.
Deadline: 15 May 2022

4. **PSC Promotions: Set dates for Selection Panel, Interview Panel, for Superintendent rank**
The CO of the PoCS shared the Superintendent job description with the rank currently at I grade. Members queried the salary grade of the Superintendent rank. It was noted that PoCS is reviewing this JD using a model of evaluation including working conditions, shift systems etc.

Action Point 4: Job Description Evaluation – Superintendent Rank
Owner: CO PoCS
Deadline: > April 2022.

The Superintendent is to be one rank, for which several specialist role areas will be denoted.

Inspectors and Chief Inspectors may put themselves forward for Superintendent rank. Any active CIG employees with previous RCIPS experience, regardless of where in the CIG they presently work, shall also be able to apply.

Once the recruitment process has concluded, Superintendents will be selected from the pool of promoted officers based upon the number of positions available.

The lifetime of eligible promotion subsequent to the Superintendents panel producing officers able to be promoted, is to be three (3) years.

A related matter is that RCIPS will need succession training plans for to back-fill at Inspector rank. The Manager of the PSC Secretariat shared the updated succession planning spreadsheet, which updated the work already commenced to ensure all key and technical positions had a succession plan in place as required by PSML.

Decision arising from the meeting: All PSC members voted to recruit for the rank of Superintendent during this second quarter of 2022.

Action Point 5: Superintendent Rank Recruitment 2022
Owner: CO of the PoCS with support from PoCS staff and Manager, Secretariat.

Action Point 6: Succession Plans continue to be developed for each of the key and technical roles within RCIPS, in particular for the most senior roles in the PSC remit of: Superintendent, Chief Superintendent, Assistant Commissioner, Deputy Commissioner and Commissioner.
Owner: Manager Secretariat in liaison with the PoCS.

5. Outstanding Business/ Any Other Business:

6. Items to be Discussed at the Next Meeting

Chief Superintendent recruitment.

7. Next Meeting

5 October, 2022 @11:30 Venue: Government House, West Bay Road (lunch will be provided)

8. Adjournment

The meeting was adjourned at approximately 11:50 p.m.