



To: Business Coordination Board

From: Chief Executive

Date: 27 February 2014

Transfer Order 2 Staff Transfer Scheme

1. Background

- 1.1 On the 27 March 2013 the Home Secretary directed Police and Crime Commissioners to submit a scheme to transfer staff to the employment of the Chief Constable under the Police Reform and Social Responsibility Act 2011 by the 16th September.
- 1.2 Approval for the submitted scheme was received in principle from the Home Secretary in a letter dated 6th December 2013, together with a checklist for all such schemes. The definitive transfer scheme is required by 3 March 2014, which will be subject to final approval by the Home Secretary.
- 1.3 The Home Secretary does not intend to re-examine the substance of the transfer plans at that point, and officials will merely check that the necessary formalities have been complied with. Given the approval in principle the Home Secretary stated that she will not accept revisions which fundamentally and substantially alter the transfer plan.

2. Final Transfer Scheme

- 2.1 The final transfer scheme takes into account all the locally adopted and the original Home Office principles and it transfers only staff, not any other assets or liabilities.
- 2.2 All staff to which the transfer applies have been sent a letter notifying them of this administrative transfer.
- 2.3 The proposed Staff Transfer Scheme is based upon the template provided by the Home Office together with their technical guidance.

2.4 At the next BCB there will be a further paper on Transfer Order 2 which will detail the arrangements in respect of the use of a single set of policies by the two corporations sole. There will also be reference in that paper to the existing arrangements for access to services comprising amongst other things, finance, human resources, procurement, performance management, consultation, collaboration and ICT in accordance with Section 2 (5) of The Police Reform and Social Responsibility Act 2011.

3. Recommendation

3.1 To approve the final Staff Transfer Scheme for submission to the Home Secretary for final approval.

BIBLIOGRAPHY

Source Document (s)	Contact Officer	Location
Letter of approval from Home Secretary dated 6 December 2013. Staff Transfer Scheme	Dr Dorothy Gregson Chief Executive	Cambridgeshire Police & Crime Commissioner, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA