

Activity	Owner	Consult	Length of Activity	Oct	Nov	Dec	Jan	Feb	Mar	Apr +
Agree redeployment process between CPA & Steria	Programme Manager Project I	ACPO lead, Project I Team, Futures Team, Steria , CPA & Head of HR	8 weeks							
Commence consultation with staff associations and staff	Head of HR	Unison, Fed, Supt's Association, relevant officers & staff	6 months							
Design new LIO and LIO assistant structure and glide path proposals	Head of Futures Team	Futures Team, service unit reps, Head of HR, Head of Finance	2 weeks							
Review LIO and LIO assistants job descriptions and person specs	Head of Futures Team	Futures team, service unit reps, Local Intelligence Officers (LIO's) and LIO assistants	2 weeks							
Advertise LIO police staff posts (within Cleveland Police only)	Resourcing Business Partner	HR Business Partners, LIO assistants	3 weeks							
Shortlist LIO applicants	Resourcing Business Partner	Futures team, service unit reps	1 week							
Interview LIO candidates	Resourcing Business Partner	Futures team, service unit reps	1 week							
Hold 1 2 1's / redeployment selection interviews with Police Officer LIO's	People Services Lead Business Partner	HR Business Partners, LIO Police Officers, service unit reps	2 weeks							
Agree selection and posting outcomes	Resourcing Business Partner	Futures team, service unit reps, postings panel	1 week							
Agree LIO transition plan and glide path	Head of Futures Team	Head of HR, service unit reps	1 week							
Send out offer / hold / rejection / movement letters	Resourcing Business Partner	HR Business Partners	1 week							
New LIO's to commence induction and training programme	Resourcing Business Partner	Head of Training, New LIO's, service unit reps	6 months							
Commence redeployment of LIO Police Officers glide path	Head of HR	Postings Panel	3 months							
Finalise posts for civilianisation under Plan B	Head of Futures Team	Head of CP & G, Head of HR, Futures team	4 weeks							
Establish all current and new job descriptions / person specs	Head of Futures Team	Futures team, Resourcing Business Partner, Line Mgrs	4 weeks							

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Collate all job descriptions / person specs	Resourcing Business Partner	Futures team, Line Mgrs	1 week							
Grade new posts	Head of HR	Grading Panel	1 week							
Design selection processes	Resourcing Business Partner	Head of HR, Lead BP People Services, Line Mgrs	1 week							
Design advert / recruitment campaign	Resourcing Business Partner	Head of HR, Lead BP People Services, Steria	1 week							
Hold job / career fair	Resourcing Business Partner	Head of HR, HR Business Partners, Line Mgrs, Steria	1 day							
Advertise jobs with closing date	Resourcing Business Partner	Resourcing team, Steria	2 weeks							
Shortlist applications	Resourcing Business Partner	Resourcing team, Line Mgrs	1 week							
Send out shortlisting outcomes	Resourcing Business Partner	Resourcing team	1 day							
Run selection processes	Resourcing Business Partner	People Services team, Line Mgrs	3 weeks							
Select successful applicants	Resourcing Business Partner	Line Mgrs	3 weeks							
Hold validation panel	Head of HR	Resourcing team, Futures Team	1 day							
Hold 1 2 1's / redeployment selection interviews with Police Officer in Plan B Police Officer posts	People Services Lead Business Partner	HR Business Partners, Police Officers in Plan B posts, service unit reps	6 weeks							
Agree selection and posting outcomes	Head of HR	Futures team, service unit reps, postings panel	1 week							
Agree Plan B transition plan and glide path	Head of Futures Team	ACPO Lead, Project I, SUM's, Head of HR, Head of Finance, Steria	1 week							
Send out offer / hold / rejection letters	Resourcing Business Partner	HR Business Partners, Steria	1 week							
Receive confirmation of acceptance or rejection of redeployment / re-engagement	Resourcing Business Partner	Head of HR, Project I, Futures Team, Steria	1 week							
Send out redeployment / re-engagement notice to successful candidates	Resourcing Business Partner	Employees	1 week							
Successful candidates to commence 3 month trail period, induction and training programme	Resourcing Business Partner	Employee, Line Mgr, Head of Training,	6 months							

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Confirm or decline appointments of police staff following trial period	SUM's	HR Business Partner, Line Mgrs, Head of Futures team, Head of HR	2 weeks							
Commence redeployment of Plan B Police Officers glide path	Head of HR	Postings Panel	6 months							