



Assessment and Recognition of Competence (ARC)

| | |
|---------------------------|----------------------------------|
| Policy Number | 305 |
| Policy Owner | Head of Learning and Development |
| Version | 1.2 |
| Last Review Date | June 2020 |
| Next Review Date | June 2023 |
| Date of approval | June 2018 |
| Protective Marking | Official |

Important notice: During times of national emergency or pandemic, the head of HR will approve relevant and necessary changes to policy and process to allow the spirit of the policy to be maintained whilst caring for and supporting our people.

1. Policy statement

The policy will apply to all police constables who are in the 12 months of service following the end of their probationary period. (Normally two years in duration). This policy does not apply to those student officers who are undertaking the Police Constable Degree Apprenticeship (PCDA).

The assessment and recognition of competence (ARC) process is to support the professionalisation of policing.

The assessment is designed to ensure that constables, irrespective of any specialist role that they perform, are able to undertake the core role of a police constable and through continuous professional development they deliver a consistently high level of service to the public.

ARC is an assessment which confirms that officers are fully competent to be deployed into any relevant operational role, both in Cleveland Police or, if needed in other parts

of England or Wales.

The successful completion of the ARC assessment process gives officers access to pay point 4 of the Police Constable pay scale.

Cleveland Police follow the College of Policing's process which has been approved and in place since 2018. The following link takes you to the Home office circular and ARC COP:

<https://www.gov.uk/government/publications/circular-0062015-linking-police-officer-pay-progression-to-performance/linking-police-officer-pay-progression-to-performance>

The Secretary of State has agreed to amend the determination under regulation 24 of the Police Regulations 2003 (Annex F - Pay) to implement the 2014 Police Negotiating Board agreement published in PNB Circular 2013/14 (Revised) in relation to linking link police officer pay progression to Performance Development Review (PDR) grading.

The scheme will be applied fairly, equally and consistently to all individuals irrespective of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation or any other unjustifiable grounds.

2. Compliance and monitoring

The Head of Learning and Development is responsible for the accuracy and integrity of this document. This policy will be continuously monitored, and updated when appropriate, to ensure full compliance with legislation.

The Head of Learning and Development will review this process to ensure that all aspects are being adhered to in accordance with the framework of this policy.

3. Version control

This policy will be reviewed and updated at least every three years by the owner, and more frequently if necessary.

The Corporate Services Department will ensure this document is available on the Force intranet, including any interim updates.

The following identifies all version changes.

| Version | Date | Reason for update | Author |
|----------------|--------------|---|---------------|
| 1.0 | October 2019 | Covering Policy statement for ARC guidance note | ████████ |
| 1.1 | June 2020 | Review due - extension to policy and guidance to be requested for 3 years - due to the fact that ARC will cease 2 years after the last intake - PCDA will have other requirements | ████████ |

| | | | |
|-----|----------|------------------------------------|----------|
| 1.2 | Oct 2020 | Addition to first sentence re PCDA | ████████ |
|-----|----------|------------------------------------|----------|