

*Executive Council*  
Meeting No.  
of  
Minute No.

## EXECUTIVE COUNCIL

Departmental Minute  
No.

## EXPLANATORY MEMORANDUM

DEPARTMENT POLICE AND EMERGENCY MANAGEMENT

Subject: **Demotion of Inspector of Police**

I recommend under the provisions of section 29(8)(a) of the *Police Service Act 2003* that His Excellency the Governor-in-Council be pleased to demote the undermentioned police officer from the commissioned police officer rank of Inspector of Police to the non-commissioned police officer rank of Sergeant (Qualified):

Paul James Reynolds

On 23 August 2012 Inspector Reynolds submitted a report requesting he be demoted in rank from the commissioned police officer rank of Inspector of Police to the rank of Sergeant (Qualified) S36(1) adversely impact on his ability to efficiently and effectively perform his duties. Consultation occurred with Inspector Paul James Reynolds and the Commander, Northern District to explore other options other than demotion in rank but Inspector Reynolds request to proceed with demotion is supported by S36(1)

Section 29(4) of the Act, in relation to a police officer who the Commissioner determines is unable to efficiently and effectively perform his duties provides, inter alia, that the Commissioner may, in the case of a commissioned police officer, recommend to the Minister that the police officer be demoted. The Commissioner has recommended that Inspector Reynolds is demoted (voluntarily) from the rank of Inspector to the rank of Sergeant (Qualified).

Section 29(7)(a) of the Act provides that if the Minister accepts a recommendation made by the Commissioner under subsection (4)(g), the Minister is to recommend to the Governor, as appropriate, that the commissioned police officer be demoted. As Minister I have accepted that recommendation and in accordance with section 29(7)(a) of the Act I am recommending that the commissioned officer be demoted pursuant to Section 29(8)(a) of the Act.

Section 29(8)(a) of the Act provides that the Governor, on receipt of the Minister's recommendation, may, as appropriate demote the commissioned police officer.

Initialed.....  
Minister

AUTHORITY: Police Service Act 2003  
Section 29(8)(a)

# MINUTE PAPER

FOR

*His Excellency the Governor-in-Council*

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DEPARTMENT POLICE AND EMERGENCY MANAGEMENT

**SUBMITTED:**

Under the provisions of section 29(8)(a) of the *Police Service Act 2003* that His Excellency the Governor-in-Council be pleased to demote Paul James Reynolds from the commissioned police officer rank of Inspector of Police to the non-commissioned police officer rank of Sergeant (Qualified).

MINISTER FOR POLICE AND EMERGENCY MANAGEMENT

A12/95632

**MINISTER FOR POLICE AND EMERGENCY MANAGEMENT**

I enclose:

- Prepared/draft reply for correspondence dated  
Your request dated  
Your tracking number
- Question Time Brief
- Briefing Note  
Request dated
- Minute
- Other – Executive Council documents

**COMMENT:**

**SUBJECT: DEMOTION OF PAUL JAMES REYNOLDS FROM INSPECTOR  
OF POLICE TO SERGEANT (QUALIFIED)**

**AUTHOR: S C Biggs, Manager, Officer of the Commisisoner**

**CLEARED BY:**

D L Hine  
SECRETARY

7 December 2012

A12/95632

**MINUTE TO THE MINISTER FOR POLICE AND EMERGENCY MANAGEMENT**

**SUBJECT: DEMOTION OF PAUL JAMES REYNOLDS FROM INSPECTOR OF POLICE TO SERGEANT (QUALIFIED)**

APPROVED/NOT APPROVED ..... MINISTER /12/2012
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**RECOMMENDATION:**

- That Inspector Reynolds be demoted in rank from the commissioned police officer rank of Inspector of Police to the non-commissioned rank of Sergeant (Qualified).
- That the attached documents be forwarded to the Executive Council in order for His Excellency the Governor-in-Council to formally demote the abovenamed to the rank of Inspector of Police.

**BACKGROUND:**

Inspector P J Reynolds No.1466 was promoted to the rank of Inspector on 2 May 2003.

Inspector Reynolds has served at the rank of Inspector in the following divisions: George Town, Northern District Response, Launceston and Deloraine.

On 23 August 2012 Inspector Reynolds submitted a report electing to reduce in rank and relinquish his commission as a result of his inability to cope with the role and expectations of the rank of Inspector <sup>S36(1)</sup>

S36(1)

S36(1)

Consultation has occurred with Inspector Reynolds to consider options other than a reduction in rank. Inspector Reynolds is adamant that it is his desire to revert to the rank of Sergeant and to take up a position involving supervisory duties in a rotational shift capacity in Launceston.

S36(1)

S36(1) reports from Inspector Reynolds and senior officers, I recommended to you in a Briefing Note dated 29 October 2012 and pursuant to section 29(1)(b), *Police Service Act 2003* that Inspector Reynolds is unable to efficiently and effectively perform his duties.

On 1 November 2012 you noted and accepted my recommendation.

Under Section 29(7) of the *Police Service Act 2003* if the Minister accepts a recommendation made by the Commissioner under subsection (4)(g), the Minister is to recommend to the Governor, that (a) the commissioned police officer be demoted.

Under Section 29(8)(a) of the *Police Service Act 2003*, the Governor, on receipt of the Minister's recommendation, may, as appropriate –

- (a) demote the commissioned police officer; or
- (b) terminate his or her appointment as a police officer.

Attached is the required documentation to be forwarded to the Executive Council in order to proceed to formally enable the (voluntary) demotion.

D L Hine  
SECRETARY

7 December 2012

CONFIDENTIAL

A1269607

## File Note

### Meeting with Inspector Paul Reynolds, 4 September 2012

Commander M Mewis (MM) met with Inspector Paul Reynolds (PR) in Employee Relations Services (ERS) offices, Level 3, State Police Headquarters, at 11:30am, Tuesday, 4 September 2012.

Discussed Inspector's report seeking reversion to rank of Sergeant. PR confirmed his continued desire to do so, and further confirmed that it was a decision that had been some time in the making, and was not impulsive.

MM reassured the Inspector that organisation was supportive of his desire to undertake changed roles and duties, and the intention was to work collaboratively to find the best outcome for him.

Discussed options for facilitating such a move, including relevant legislation and other options. <sup>S36(1)</sup>

<sup>S36(1)</sup>

Discussed that s37 may be more appropriate, but that there may be issues with regards to 'instrument of appointment' provisions. MM agreed to follow this up but, if s29 or s30 ended up being the option, further agreed that any Gazette Notice would indicate that reversion was voluntary, with wording such as 'member elected to ... , supported by ... etc'.

MM indicated that reversion would be in the form of transfer to Sergeant's position on the Launceston Watch, and that such a move would involve shift work. PR acknowledged this, and indicated that his only reservation was the currency of his knowledge and skills. Agreed that the Launceston Watch would provide a collegiate, supportive and well-supervised environment for such a move. PR also indicated that he has a strong relationship with Inspector Michael Johnston and feels reassured that he would be well supported in this role.

MM indicated that it would be appropriate to seek <sup>S36(1)</sup> \_\_\_\_\_ given the changed nature of roles and working hours. PR indicated that he didn't think working shifts would be a problem, <sup>S36(1)</sup>

<sup>S36(1)</sup>

MM will follow this up and

arrange for appropriate documentation and request.

Inspector reiterated the desire expressed in his report to have a consultation with the Commissioner. Would not be opposed to the Deputy Commissioner being present if seen as appropriate.

**Further Update:**

MM had telephone discussion with Commander R Cowling a.m., Wednesday, 5 September. Both parties discussed and agreed that if Inspector Reynolds unable to be reverted in rank before he returns from leave, then given his written request, it would be inappropriate for him to resume his duties as the Divisional Inspector, Deloraine. Commander Cowling has meaningful, alternative duties he can perform upon his return to duty pending any advancement of this process.

**M MEWIS**  
Commander

/ /

**TASMANIA POLICE**  
Human Resources

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Our ref: RB/A1271790  
Your ref:  
Enquiries:

13 September 2012

S36(1)

**RE: INSPECTOR PAUL REYNOLDS – REQUEST TO REVERT IN RANK &**  
S36(1)

Thank you for your time and discussions on Tuesday, 11 September 2012 in relation to Inspector Paul Reynolds. As discussed, Inspector Reynolds has formally requested to revert in rank to Sergeant (Qualified). In his formal request, dated 23 August 2012, Inspector Reynolds advised S36(1)

S36(1)

S36(1)

He advises that he finds it difficult to embrace all of the responsibilities which are associated with his current rank and does not affiliate with that role. This request follows a number of performance matters that have been discussed with Inspector Reynolds in recent times.

Inspector Reynolds has requested to relinquish his Commission as an Inspector of Police and revert to the rank of Sergeant (Q). Inspector Reynolds reiterates that for the reasons outlined he is no longer confident that he is able to fulfil his obligations at that rank in a professional and conscientious manner. He is; however, confident that he can perform the duties of a qualified sergeant and focus his future on that role, having a wealth of experience without the distractive burden of a managerial role.

S36(1)

We have been advised by Inspector Reynolds that he is currently consulting with you and S36(1) In discussion with Inspector Reynolds and in consideration of all the circumstances, it appears that the most appropriate pathway for reversion in rank for him is linked to his own recognition of the S36(1) which appear to be linked to and impact on his ability to perform his duties at the rank of Inspector, in accordance with s29 (Inability to perform duties) of the Police Service Act 2003.



As requested, it would be appreciated if you would provide a report to this office commenting on the following elements:

- S36(1)
- 
- Confirmation that a reversion in rank to Sergeant (Q) would supplement S36(1) S36(1) and that he will assimilate with that role comfortably (it is acknowledged that this will primarily be premised on Inspector Reynolds' advice to you but I can indicate he is well positioned to clarify to you what that role entails, having been promoted to and performed duties at that rank in the past); and
- S36(1)

It is prudent to add that the request of this report in no way should be interpreted as a lack of confidence in Inspector Reynolds' capacity to undertake the Sergeant (Q) role; but we are seeking confirmation that a reversion in rank for the reasons outlined by Inspector Reynolds will in fact serve his interests best, particularly in relation to his health and well-being.

S36(1)

S36(1)

This has been agreed to in principle and we are working towards that outcome. In doing so, it may be prudent to consider that although I am Acting Commander at the moment, I hold the same substantive rank as Inspector Reynolds and we are well known to each other. I can confirm this matter is treated as highly confidential, but it may cause Inspector Reynolds some distress should there be a need to discuss my involvement.

I understand that you next meet with Inspector Reynolds on 21<sup>st</sup> September 2012 and you would prefer to wait until after that consultation before responding. I am very content with that preference.

If you have any questions, please don't hesitate to contact me on S36(1)

Yours sincerely

**Robert Bonde**  
A/Commander

HUMAN RESOURCES  
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Our Ref: A12/79395

Your Ref:

Enquiries:



**Tasmania  
POLICE**

C O N F I D E N T I A L

11 October 2012

Inspector Paul Reynolds  
Launceston Police Headquarters  
Cimitiere Street  
Launceston TAS 7250

Dear Inspector Reynolds

I refer to recent discussions regarding your desire to revert from the rank of Inspector to the rank of Sergeant.

I can advise you that, with your consent, we have now received advice from Mr S36(1) regarding your decision and the impact it may have on your S36(1)

S36(1) a reversion to the rank of Sergeant will be S36(1) strongly supports your decision. He also expresses confidence in your ability to assimilate comfortably into the role of a Sergeant and that, with appropriate monitoring, the transition can be readily self-managed.

S36(1)

Consequently, in accordance with your request, and unless you provide advice to the contrary, it is my intention to recommend to the Commissioner that he invoke his authority pursuant to s29 of the *Police Service Act 2003* and seek Ministerial approval for your reversion in rank from Inspector to Sergeant.

It will also be my recommendation that, should the reversion be approved, you will be transferred to a vacant Sergeant position within the Launceston Division.

Upon reversion, you will commence duties at the salary banding of Sergeant Level 7(ii), in recognition of your previously attained qualifications. Should you at any time in the future elect to seek re-appointment to the rank of Inspector, you will be required to enter into the promotion application process and assessed on merit.

I will also recommend to the Commissioner that any formal publication of the reversion will clearly articulate that the reduction in rank and transfer occurred as a consequence of your election to do so, and avoid any inference that the outcome was the result of disciplinary action.

Before I make such recommendations, I seek your formal endorsement to proceed with this course of action, and ask that you respond directly to my office in writing indicating your agreement. Your response within 14 days would be greatly appreciated.

I would like to take this opportunity to commend you on your courage and maturity in making this difficult decision, which I am confident will significantly assist you in your recovery and extend your longevity as a member of Tasmania Police.

Yours sincerely

**M MEWIS**  
Commander

N2011/12  
09 MAR 2012



**OFFICE OF THE COMMISSIONER**

DW:MW

A12/18888

Our Ref  
Your Ref

**CONFIDENTIAL**

7 March 2012

Commander  
**NORTHERN DISTRICT**

**INSPECTOR TRANSFERS - NORTHERN DISTRICT**

Your report notifying this office of Inspector Reynolds formal counselling on 17 February 2012 is noted.

I agree with the recommended course of action formalising the current secondment arrangements and will arrange for the gazettal of the following transfers:

- Inspector Paul Reynolds to the Deloraine Division;

Not Relevant

**DONNA ADAMS**  
Assistant Commissioner  
Crime and Operations

10/10/12  
11.3.12.



Department of Police and Emergency Management  
**Instruction to Transfer**

To  
 Commander, Northern District

For the purpose of official documentation and salary adjustments and in the absence of instruction to the contrary, you are advised that the following transfer shall be effected on Monday, 12 March 2012.

Name	Rank	Badge
Paul James REYNOLDS	Inspector	1466
From	Position Number	
Launceston	28	
To	Position Number	Ex
Deloraine	50	HOPKINS

**The following conditions apply to this transfer:**

- Any exception to this Instruction must be communicated in writing within 14 days of the date of this notice to the Assistant Commissioner (Planning and Development). Such notice is to be provided by the dispatching Commander affected by the transfer;
- The Manager, Asset Management Services is to be notified of any adjustments to pay deductions concerning Departmental Rental Properties prior to the date of transfer. A Residential Tenancy Agreement is required to be completed for each new tenancy.
- No excess leave is to be carried over, unless by agreement with the receiving District. Any previously programmed leave must be re-scheduled to meet the needs of the receiving District;
- No excess TOIL is to be carried over, unless by agreement with the receiving District's Divisional Inspector. Where agreement is not reached the member's Divisional Inspector shall ensure that all TOIL is taken prior to transfer;
- Arrangements with the relevant District property officer must be put in place to manage all Miscellaneous Property held against the transferring member's name;
- Outstanding files must be finalised and offence reports not completed and held against the transferring member's name must be re-allocated prior to transfer;
- Operational skills validation and other training information must be provided to District Training Officers prior to transfer;
- Members in possession of a personal issue and/or a privately owned firearm purchased for police duties must contact the Manager, Firearms Services prior to the transfer date so that Firearms Services records may be adjusted;
- Member(s) occupying a residence owned or leased by the Department are to advise the responsible Divisional Inspector within 14 days prior to vacating if possible. A Rental Advice form should be completed and forwarded to Asset Management Services.
- Transferring member must submit a report via their Commander to the receiving Commander 7 days prior to transfer confirming that point's three (3) to eight (8) inclusive have been satisfactorily addressed.
- Members transferring to one or two person stations are to participate in a training package to be delivered by the District Trainer of the District the member being transferred is departing from. Non-Geographic Districts who are losing members are to coordinate that delivery of the training package by Human Resources. This training is to occur within the 28 day transfer period

S M BURK  
 Inspector

Date

**Copies to**

- |   |  |
|---|--|
| <input type="checkbox"/> Commander, Northern District             | <input type="checkbox"/> Inspector, Professional Development (if applicable) |
| <input type="checkbox"/> Manager, Payroll Services                | <input type="checkbox"/> Inspector, State Intelligence Services              |
| <input type="checkbox"/> Transfer to CIB/DIS                      | <input type="checkbox"/> Telephonist, Police Switchboard                     |
| <input type="checkbox"/> Manager, Asset Management Services       | <input type="checkbox"/> Personal Dossier, Records Information Services      |
| <input type="checkbox"/> Manager, Information Technology Services | <input type="checkbox"/> Police Gazette, Vacancy Gazetted                    |
| <input type="checkbox"/> Academy Library Notified                 | <input type="checkbox"/> Police Gazette, Transfer Gazetted                   |

A13/118154

06-K 653

P.D. 101



## DELORAINÉ DIVISION

File Ref. N-

Enquiries: PJR/PJR  
☎ 4329

23 August 2012

**COMMANDER R COWLING  
NORTHERN DISTRICT**

### **ELECTION TO REDUCE IN RANK – INSPECTOR P REYNOLDS**

As you are aware, for some time I have been experiencing difficulty in maintaining the standard which is expected of an Inspector of Police. This has not been an intentional attitude but one that I am struggling to deal with and, I no longer have the confidence to continue at this level.

S36(1)

S36(1)

The result has been that I have found it difficult to embrace all the responsibilities which are associated with the rank of Inspector. I do not affiliate with the role and do not consider that I am contributing, or that any contribution I make is valued.

I am aware that I have failed to manage an incident appropriately in the previous three weeks and this has highlighted the shortcomings in my performance. Being in this position is an untenable situation for you as the Commander, for the Commissioner of Tasmania Police and for me.

The operational side of policing has always been my strength and my passion. I have demonstrated that I continue to operate in a competent manner, however, I do not wish to continue in an administrative role such as is required by an Inspector.

I seek an audience with the Commissioner of Police to advise him that I request to relinquish my Commission as an Inspector of Police and revert to the rank of Sergeant (Qualified).

This is not a decision that I have made lightly and I have discussed it with a number of persons. The only consideration I ask be made at this time is that I be permitted to remain within the greater Launceston area

S36(1)

\\Deldc1\administration\Divisional Inspector\personal\SUBJECT REPORT Template.doc1

I apologise for any inconvenience or failure on my part to discharge the duties which are expected of me as an Inspector. For the initial five years of my promotion I fulfilled my obligations professionally and conscientiously. For the reasons that I have outlined, I am no longer confident that I am able to do so and consider my future as a supervisor with a wealth of experience who can focus on that role without the distractive burden of a manager.



PAUL REYNOLDS  
DIVISIONAL INSPECTOR



## NORTHERN DISTRICT COMMANDER

Our Ref: A12/406 537/12  
Your Ref:

CONFIDENTIAL

24 August 2012

**Mr P L Wilkinson**  
Assistant Commissioner  
Planning and Development

### ELECTION TO REDUCE RANK – INSPECTOR PAUL REYNOLDS

Please find attached a report from Inspector Reynolds requesting to relinquish his Commission and revert to the rank of Sergeant (Qualified).

As you are aware, in the last five or so years, the Inspector has struggled to fulfil the obligations imposed upon him as an Officer of Police. As early as 21 December 2011, Commander Frame wrote to the Assistant Commissioner (Crime and Operations) outlining his concerns about Inspector Reynolds ability to perform his duties, partially because of the Inspector's <sup>S36(1)</sup> and his requirement to constantly monitor the Inspector's performance. On 1 February 2012, I also wrote to the Deputy Commissioner outlining my own concerns about the Inspector's performance and <sup>S36(1)</sup>. This resulted in a formal reprimand given to the Inspector by myself. I also, in consultation with the Inspector, implemented a performance management plan with a view to support him <sup>S36(1)</sup> monitor his workload and ensure his staff also received appropriate management and supervision. Copies of these reports are attached to this report.

<sup>S36(1)</sup>

I regretfully report that since my formal reprimand the Inspector's work performance has not recovered to a consistent and acceptable standard. You will note that the Inspector <sup>S36(1)</sup> he is still struggling to meet the standard required of an Officer of Police and he is not getting any fulfilment from the roles and responsibilities of his rank.



- 2 -

The catalyst for the Inspector's request seems to stem from an incident the Inspector handled very poorly, earlier this month.

Not Relevant

Not Relevant

This matter was assigned to Inspector Reynolds to manage on 2 August 2012. He did nothing with the matter until 21 August 2012, when he allocated it to one of his sergeants.

Not Relevant

No other investigation was carried out, and none of the requirements of the *Police Manual* - Inspector Reynolds made no follow-up with the sergeant to ensure proper protocols had been implemented. The matter was brought to my attention by Inspector Johnston on 22 August 2012.

Not Relevant

This is another serious example of the lack of leadership and judgement displayed by Inspector Reynolds which has now culminated in his request for reversion.

S36(1)

support his request for reversion to the rank of sergeant. The Inspector has continued to submit other work that is often late, lacking in detail and his management of his staff has been ad-hoc and sporadic. This has resulted in criticism from other members of the District Management Group, which undoubtedly, is not helping him.

I have discussed with the Inspector his future intentions. He indicates he is still keen to remain with Tasmania Police, but in a more hands-on operational role. He intends to move into and wishes to perform duties somewhere in the greater Launceston area.

As of result of this discussion, from Monday, 27 August 2012, I suggest that this time be used to make a final determination with regard to his reversion request. The District currently, has two vacancies for sergeants on the Launceston watch which have not been filled and I suggest he could be appointed to one of those positions where he can perform duties as a station sergeant. His experience and solid communication skills would be an asset to the young officers there. The location would also allow for both increased supervision and support for the Inspector.

S36(1)

S36(1)

That report indicated he was medically fit to perform full police duties and this may still be the case.

S36(1)

Not Relevant

- 3 -

Normally, section 37 of the *Police Service Act 2003* deals with reversion to previous ranks. Sub-section 4 states,

(4) A police officer, at any time, may elect to revert to a rank that is lower than the rank the police officer currently holds subject to the approval of the Commissioner and any terms and conditions the Commissioner determines.

This would be my preferred option, should reversion occur, however, sub-section 5 goes on to add,

(5) This section does not apply to a police officer whose instrument of appointment was entered into before the commencement of this Act and which does not specify a right to revert to another rank.

The Act came into force in December 2003, whilst Inspector Reynolds was promoted before this on 2 May 2003. I am not aware of any reversion conditions in his appointment, so it seems section 37 will not allow a voluntary reversion request. Pursuant to section 30 of the Act, the Commissioner may recommend to the Minister that a commissioned officer be demoted if he has lost confidence in their suitability to continue at that rank. With the Inspector openly stating he himself does not believe he has the confidence to continue at his current rank, there is certainly scope to pursue reversion through this section. It may also be possible for the Inspector to voluntarily relinquish his Commission and in turn the Commissioner make a subsequent recommendation to the Minister.

No matter what mechanism is utilised to achieve reversion, I support the Inspector's request. As stated earlier, S36(1) should he continue in his current rank and do not think the expectations required by his rank are S36(1). To continue to force him to remain at that rank is not fair to the Inspector or his staff who require a manager who is S36(1) and committed to them and the organisation.

I make the following recommendations:

- The Inspector's request to revert to the rank of Sergeant (qualified) be accepted and acted upon;
- The Inspector be transferred to one of the two current Launceston sergeant vacancies;
- A suitable support/management plan for the Inspector be produced, which I am happy to implement in liaison with the Inspector S36(1);
- Not Relevant



**R Cowling**  
Commander



## NORTHERN DISTRICT COMMANDER

Our Ref: A12/  
Your Ref:

20 December 2012

**Inspector Reynolds**  
Northern District

### REVERSION TO SENIOR SERGEANT

I wish to inform you that your reversion to senior sergeant has been approved and signed and is now in effect. Your transfer will take effect as of 1 January 2013.

I am sure your decision to revert to your previous rank was not an easy decision and I thank you for both your candour and courage in making this request. I wish to thank you for your service to the District as an Officer of Police over the last nine years. I am confident that your experience and ability will be a tremendous asset to the young officers you will take charge off.

Finally I wish to thank you for your efforts over the last few months. At what must have been a difficult time, your performance conducting audits of the organisational health of the District has been a great benefit to the District Management Group at a time of significant change. I wish you success in your future endeavours in the Launceston Division and look forward to the positive influence I know you will bring to our newest officers.

A handwritten signature in black ink, appearing to read 'R Cowling'.

**R Cowling**  
Commander

*copy for Jessica*

A15/118129

P.D. 101

09-K653



HR 696-02

## NORTHERN DISTRICT

Inspector P REYNOLDS  
Enq: 536(1)

17 October 2012

# CONFIDENTIAL

Commander M MEWIS  
HUMAN RESOURCES

### REVERSION TO RANK OF SERGEANT - INSPECTOR P REYNOLDS

Thank you for your report dated 11 October 2012 regarding my request to revert to the rank of Sergeant. As I indicated in my report dated 23 August 2012, I have considered this course of action for some time and believe that it is in the best interests of all concerned. I have not altered my position regarding the application and endorse the procedure which you have outlined. I understand that this is a unique situation and apologise for any inconveniences which the application has created.

I also acknowledge that I am to take up a position at Launceston Uniform Section at the rank of Sergeant (Q) Level 7 (ii) and further, should I ever decide to seek promotion to the rank of Inspector I would be required to undertake the promotion process as a new applicant.

I also wish to express my gratitude for the support and advice I have received and look forward to fulfilling my role to the best of my ability.

P J REYNOLDS  
INSPECTOR

Department of Police and Emergency Management  
OFFICE OF THE COMMISSIONER

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GPO Box 308, Hobart, TAS 7001 Australia  
Ph (03) 6230 2111 Fax (03) 6230 2117  
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Our Ref.  
Your Ref.  
Enquiries:

A12/81820



## BRIEFING NOTE

## MINISTER FOR POLICE AND EMERGENCY MANAGEMENT

SUBJECT: REVERSION FROM THE RANK OF INSPECTOR – P J REYNOLDS

NOTED

MINISTER / / 20

## BACKGROUND:

- Inspector P J Reynolds No. 1466 was promoted to the rank of Inspector on 2 May 2003.
- Inspector Reynolds has served at the rank of Inspector in the following divisions: George Town, Northern District Response, Launceston and Deloraine.
- Inspector Reynolds is currently the Inspector, Deloraine Division.
- On 23 August 2012 Inspector Reynolds submitted a report electing to reduce in rank and relinquish his commission as a result of his inability to cope with the role and expectations of the rank of Inspector. <sup>S36(1)</sup>  
<sup>S36(1)</sup>

## CURRENT SITUATION:

- The Commander, Northern District, supports the application by Inspector Reynolds to reduce his rank as a result of the Inspector's <sup>S36(1)</sup>  
<sup>S36(1)</sup>
- <sup>S36(1)</sup>
- Consultation has occurred with Inspector Reynolds to consider options other than a reduction in rank. Inspector Reynolds is adamant that it is his desire to revert to the rank of Sergeant and to take up a position involving supervisory duties in a

- 2 -

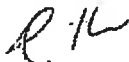
- rotational shift capacity in Launceston.

- S36(1)

- S36(1) reports from Inspector Reynolds and senior officers I have determined pursuant to section 29(1)(b), *Police Service Act 2003* that Inspector Reynolds is unable to efficiently and effectively perform his duties.
- It is my intention to accept the offer of Inspector Reynolds to reduce in rank to that of Sergeant (Qualified), salary level 7 (ii). Inspector Reynolds will be transferred to a vacant position at the rank of Sergeant within the Launceston Division performing a 24 hour rotational shift supervisor role.
- Inspector Reynolds submitted a report dated 17 October 2012 in which he acknowledged the recommended transfer and that should he decide in the future to seek promotion back to the rank of Inspector, he will be required to undertake the normal promotion process along with other suitable applicants.
- The intended reversion and subsequent placement of Inspector Reynolds into a 24 hour rotational shift capacity meets with the approval of S36(1)

#### SUGGESTED APPROACH:

- Pursuant to section 29(4)(g), *Police Service Act 2003* it is my recommendation that Inspector Reynolds is demoted (voluntarily) from the rank of Inspector to the rank of Sergeant (qualified).
- It is also my recommendation that His Excellency the Governor accepts the relinquishing of the commission of Inspector Reynolds.



D L Hine  
SECRETARY

2.1 October 2012

(F)

HR696-02

A12/95832

**MINISTER FOR POLICE AND EMERGENCY MANAGEMENT**

I enclose:

- Prepared/draft reply for correspondence dated  
Your request dated  
Your tracking number
- Question Time Brief
- Briefing Note  
Request dated
- Minute
- Other - Executive Council documents

**COMMENT:**

**SUBJECT:** DEMOTION OF PAUL JAMES REYNOLDS FROM INSPECTOR OF POLICE TO SERGEANT (QUALIFIED)

**AUTHOR:** S C Biggs, Manager, Officer of the Commissioner

*SB . 7/12/12.*

**CLEARED BY:**

*supported*  
*[Signature]*  
*09/12/12*

*[Signature]*  
D L'Hine  
SECRETARY

7 December 2012

Department of Police and Emergency Management  
OFFICE OF THE COMMISSIONER

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A12/R1820



## BRIEFING NOTE

## MINISTER FOR POLICE AND EMERGENCY MANAGEMENT

SUBJECT: REVERSION FROM THE RANK OF INSPECTOR - P J REYNOLDS

NOTED	
MINISTER	1 / 11 / 2012

## BACKGROUND:

- Inspector P J Reynolds No. 1466 was promoted to the rank of inspector on 2 May 2003.
- Inspector Reynolds has served at the rank of Inspector in the following divisions: George Town, Northern District Response, Launceston and Deloraine.
- Inspector Reynolds is currently the Inspector, Deloraine Division.
- On 23 August 2012 Inspector Reynolds submitted a report electing to reduce in rank and relinquish his commission as a result of his inability to cope with the role and expectations of the rank of inspector and S36(1)  
S36(1)

## CURRENT SITUATION:

- The Commander, Northern District, supports the application by Inspector Reynolds to reduce his rank as a result of the inspector's S36(1)  
S36(1)
- S36(1)
- Consultation has occurred with Inspector Reynolds to consider options other than a reduction in rank. Inspector Reynolds is adamant that it is his desire to revert to the rank of Sergeant and to take up a position involving supervisory duties in a



- 2 -

- rotational shift capacity in Launceston.
- S36(1)
- S36(1) reports from Inspector Reynolds and senior officers I have determined pursuant to section 29(1)(b), *Police Service Act 2003* that Inspector Reynolds is unable to efficiently and effectively perform his duties.
- It is my intention to accept the offer of Inspector Reynolds to reduce in rank to that of Sergeant (Qualified), salary level 7 (ii). Inspector Reynolds will be transferred to a vacant position at the rank of Sergeant within the Launceston Division performing a 24 hour rotational shift supervisor role.
- Inspector Reynolds submitted a report dated 17 October 2012 in which he acknowledged the recommended transfer and that should he decide in the future to seek promotion back to the rank of Inspector, he will be required to undertake the normal promotion process along with other suitable applicants.
- The intended reversion and subsequent placement of Inspector Reynolds into a 24 hour rotational shift capacity meets with the approval of S36(1)

**SUGGESTED APPROACH:**

- Pursuant to section 29(4)(g), *Police Service Act 2003* it is my recommendation that Inspector Reynolds is demoted (voluntarily) from the rank of Inspector to the rank of Sergeant (qualified).
- It is also my recommendation that His Excellency the Governor accepts the relinquishing of the commission of Inspector Reynolds.

  
 D L Hine  
 SECRETARY

29 October 2012

HR696-02

Department of Police and Emergency Management  
OFFICE OF THE COMMISSIONER

EMAILED  
...31/10/12



Tasmania

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**MINISTER FOR POLICE AND EMERGENCY MANAGEMENT**

I enclose:

- Prepared reply for correspondence dated  
Your request dated  
Your tracking number
- Question Time Brief
- Briefing Note  
Request dated
- Minute
- Other

**COMMENT:**

**SUBJECT: REVERSION FROM THE RANK OF INSPECTOR - P J REYNOLDS**

**AUTHOR:**   
**M MEWIS**  
Commander, Human Resources

**CLEARED BY:**   
**P L WILKINSON**  
Assistant Commissioner, Planning and Development

  
**D L Hine**  
**SECRETARY**

29 October 2012

A12/05692

**MINUTE TO THE MINISTER FOR POLICE AND EMERGENCY MANAGEMENT**

**SUBJECT: DEMOTION OF PAUL JAMES REYNOLDS FROM INSPECTOR OF POLICE TO SERGEANT (QUALIFIED)**

APPROVED/NOT APPROVED ..... MINISTER /12/2012
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**RECOMMENDATION:**

- That Inspector Reynolds be demoted in rank from the commissioned police officer rank of Inspector of Police to the non-commissioned rank of Sergeant (Qualified).
- That the attached documents be forwarded to the Executive Council in order for His Excellency the Governor-in-Council to formally demote the abovenamed to the rank of Inspector of Police.

**BACKGROUND:**

Inspector P J Reynolds No.1466 was promoted to the rank of Inspector on 2 May 2003.

Inspector Reynolds has served at the rank of Inspector in the following divisions: George Town, Northern District Response, Launceston and Deloraine.

On 23 August 2012 Inspector Reynolds submitted a report electing to reduce in rank and relinquish his commission as a result of his inability to cope with the role and expectations of the rank of Inspector. S36(1)

S36(1)

S36(1)

Consultation has occurred with Inspector Reynolds to consider options other than a reduction in rank. Inspector Reynolds is adamant that it is his desire to revert to the rank of Sergeant and to take up a position involving supervisory duties in a rotational shift capacity in Launceston.

S36(1)

As a result of the medical advice received and reports from Inspector Reynolds and senior officers, I recommended to you in a Briefing Note dated 29 October 2012 and pursuant to section 29(1)(b), *Police Service Act 2003* that Inspector Reynolds is unable to efficiently and effectively perform his duties.

On 1 November 2012 you noted and accepted my recommendation.

Under Section 29(7) of the *Police Service Act 2003* if the Minister accepts a recommendation made by the Commissioner under subsection (4)(g), the Minister is to recommend to the Governor, that (a) the commissioned police officer be demoted.

Under Section 29(8)(a) of the *Police Service Act 2003*, the Governor, on receipt of the Minister's recommendation, may, as appropriate –

- (a) demote the commissioned police officer; or
- (b) terminate his or her appointment as a police officer.

Attached is the required documentation to be forwarded to the Executive Council in order to proceed to formally enable the (voluntary) demotion.



D L Hine  
SECRETARY

7 December 2012

HR 696-02



Department of Police and Emergency Management  
**Instruction to Transfer**

70  
2466

To  
Commander, Northern District

For the purpose of official documentation and salary adjustments and in the absence of instruction to the contrary, you are advised that the following transfer shall be effected on Tuesday, 1 January 2013.

<b>Name</b> REYNOLDS, Paul James	<b>Rank</b> Sergeant	<b>Badge</b> 1466
<b>From</b> Deloraine (Inspector)	<b>Position Number</b> 50	
<b>To</b> Launceston	<b>Position Number</b> 103	<b>Ex</b> THOMAS

**The following conditions apply to this transfer:**

- Any exception to this instruction must be communicated in writing within 14 days of the date of this notice to the Assistant Commissioner (Planning and Development). Such notice is to be provided by the dispatching Commander affected by the transfer;
- The Manager, Asset Management Services is to be notified of any adjustments to pay deductions concerning Departmental Rental Properties prior to the date of transfer. A Residential Tenancy Agreement is required to be completed for each new tenancy.
- No excess leave is to be carried over, unless by agreement with the receiving District. Any previously programmed leave must be re-scheduled to meet the needs of the receiving District;
- No excess TOIL is to be carried over, unless by agreement with the receiving District's Divisional Inspector. Where agreement is not reached the member's Divisional Inspector shall ensure that all TOIL is taken prior to transfer;
- Arrangements with the relevant District property officer must be put in place to manage all Miscellaneous Property held against the transferring member's name;
- Outstanding files must be finalised and offence reports not completed and held against the transferring member's name must be re-allocated prior to transfer;
- Operational skills validation and other training information must be provided to District Training Officers prior to transfer;
- Members in possession of a personal issue and/or a privately owned firearm purchased for police duties must contact the Manager, Firearms Services prior to the transfer date so that Firearms Services records may be adjusted;
- Member(s) occupying a residence owned or leased by the Department are to advise the responsible Divisional Inspector within 14 days prior to vacating if possible. A Rental Advice form should be completed and forwarded to Asset Management Services.
- Transferring member must submit a report via their Commander to the receiving Commander 7 days prior to transfer confirming that points three (3) to eight (8) inclusive have been satisfactorily addressed.
- Members transferring to one or two person stations are to participate in a training package to be delivered by the District Trainer of the District the member being transferred is departing from. Non-Geographic Districts who are losing members are to coordinate that delivery of the training package by Human Resources. This training is to occur within the 28 day transfer period.

  
S SMITH  
Acting Inspector

Date

20 December 2012

**Copies to**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Commander, Northern District             | <input checked="" type="checkbox"/> Inspector, Professional Development (if applicable) |
| <input checked="" type="checkbox"/> Manager, Payroll Services                | <input checked="" type="checkbox"/> Inspector, State Intelligence Services              |
| <input checked="" type="checkbox"/> Transfer to CIB/DIS                      | <input checked="" type="checkbox"/> Telephonist, Police Switchboard                     |
| <input checked="" type="checkbox"/> Manager, Asset Management Services       | <input type="checkbox"/> Personal Dossier, Records Information Services                 |
| <input checked="" type="checkbox"/> Manager, Information Technology Services | <input checked="" type="checkbox"/> Police Gazette, Vacancy Gazetted                    |
| <input checked="" type="checkbox"/> Academy Library Notified                 | <input checked="" type="checkbox"/> Police Gazette, Transfer Gazetted 17.1.13           |

