



ORIGINATOR: CHIEF CONSTABLE

PAPER NO. AP13/4

REASON FOR SUBMISSION: FOR INFORMATION

**SUBMITTED TO: ACCOUNTABILITY AND PERFORMANCE PANEL –
28 FEBRUARY 2013**

SUBJECT: HUMAN RESOURCES UPDATE

SUMMARY:

1. This report provides an update on the Constabulary's sickness performance for January 2013, and provides an overview of establishment and strength figures and recruitment activity.

RECOMMENDATION:

1. The Accountability and Performance Panel is asked to note the content of this report.

1. KEY ISSUES FOR CONSIDERATION:

- 1.1. Sickness absence levels within Suffolk Constabulary are routinely monitored. Force targets for the percentage of hours lost have been set at 3.40% for police officers and 3.80% for police staff. These targets are lower than the prevailing national average of 3.90% for police officers and 3.92% for police staff.
- 1.2. The latest figures available are as of 31 January 2013 and are set out as Appendix 1. There has been an increase in both police officer and police staff sickness during January, with an increase in medium term sickness (between 8 and 27 days in duration). Respiratory conditions and digestive disorders remain higher than usual and this is consistent with the national picture and the experience of other forces. These conditions appear to be extending from short term into medium term sickness timescales.
- 1.3. Long Term sickness cases were 34 as of 1 January 2013 and have reduced to 26 as of 1 February 2013.
- 1.4. The compliance and quality of both Return to Work Interviews and Attendance Support Meetings has improved during January 2013. This continues to be subject to vigorous monitoring by the Human Resources team.
- 1.5. The number of Restricted and Recuperative officers has decreased from 138 cases in January 2013 to 133 cases in February 2013. This includes 10 pregnancy related cases.
- 1.6. Sickness performance has shown a declining trend over recent months. Performance is scrutinised at a monthly Gold Meeting and Human Resources Advisors continue to work with managers to address areas of poor performance. In view of the continuing declining trend in performance, the following additional measures will be introduced:-
 - Intervention by the T/Deputy Chief Constable into areas where sickness performance is consistently poor, or where poor Return to Work interviews (RTW) and Attendance Support Meeting (ASM) compliance/quality is a persistent problem.
 - Commissioning an external review of the issue, to seek a 'critical friend' assessment of the measures we are currently taking to reduce sickness absence, and any organisational and cultural views which are affecting absence levels and the management of them.
 - A review of the content and frequency of information provided to managers regarding sickness absence within their area.
- 1.7. Appendix 2 sets out the update for 31 January 2013 regarding establishment and strength levels for officers, police community support officers (PCSOs) and special constables, and an update on recruitment. Key points to note include the reduction in the variance between officer strength and establishment from 9.44 FTE in December 2012 to 1.88 FTE in January 2013, due to an intake of student officers on 28 January 2013. However; as this intake was made up of primarily PCSOs and Specials this has contributed to a corresponding dip in the strength levels of these two staff groups. This is being addressed through ongoing recruitment, and management of the composition of future student officer intakes.

2. FINANCIAL IMPLICATIONS:

2.1. There are no direct financial implications associated with this update.

3. OTHER IMPLICATIONS AND RISKS:

3.1. There are no identifiable risks arising from this update.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No
Has the PCC's Chief Finance Officer been consulted?	No
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Yes
Have human resource implications been considered?	Yes
Is the recommendation consistent with the objectives in the Police and Crime Plan?	N/A
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	N/A
Has communications advice been sought on areas of likely media interest and how they might be managed?	N/A
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	N/A