SCOTTISH POLICE
**AUTHORITY**

Agenda Item 2.1

| Meeting | SPA People Committee |
|---|---|
| Date | 31 August 2022 |
| Location | Teleconference |
| Title of Paper | Q1 Workforce Report |
| Presented By | Jude Helliker, Director of People and Development Peter Blair, Head of Strategic Workforce Planning |
| Recommendation to Members | For Discussion |
| Appendix Attached | Appendix A – Q1 Workforce MI Dashboard |

**PURPOSE**

The purpose of this report is to provide Members with an update on Police Scotland workforce as at the end of Q1 of financial year 2022/23

Members are invited to discuss the contents of this report.

## 1.    BACKGROUND

1.1    In order to better inform the People Committee of the position of Police Scotland's workforce in terms of changes and trends the following Quarterly Workforce Report has been compiled.

1.2    This report continues to evolve following feedback from Members in terms of suitability, content and detail.

## 2.    FURTHER DETAIL ON THE REPORT TOPIC

2.1    Appendix A provides the detailed quarterly report. A selection of headlines are detailed below.

Officer/Staff Numbers

2.2    Officer Numbers have dropped this quarter in comparison to last quarter by 191.52 FTE.  All Divisions/LP Areas have recorded a decrease in FTE except LP East and North.  In terms of workforce proportion all LP areas increased their share this quarter where decreases were recorded in all national divisions.

2.3    Representation of female officers continue to shift toward a more balanced workforce, the proportion of female officers increased at all ranks with the exception of CS, though it should be noted this is a small cohort of employees.

2.4    Staff numbers have increased by total 25.07 FTE (incl. SPA) in comparison to last quarter and total FTE is now 5,737.28.

Leavers/Turnover

2.5    Officer Leavers up 55.06% (174) in comparison to Q4.  Highest levels of turnover are attributed to Retirements for officers and highest number of leavers are found in LP West.  Turnover for category Retirement – 25-30 Years has increased 0.91% in comparison to last quarter which represents the largest monthly variation

2.6    Force-wide officer turnover rate has increased 1.06% since last quarter.  Turnover rates broken down by sex shows higher rates of male turnover in comparison to females.

2.7 Officer turnover by leaving reason and sex shows the highest reason for female leavers being Retirement 25-30 Years whereas for males the highest reason for turnover is Retirement – Pension, where 30 years' service is reached.

2.8 Officer retirements by length of pensionable service show the majority of retirements taking place at 30 years' service but an increase in officers retiring between 25-30 years has been recorded this quarter in comparison to last.

Sickness Absence

2.9 Officer absence is down 2.2% on previous quarter, absence rate was at its lowest in May and is currently at 7.01% for end June.

2.10 Staff absence is down 1.46% on previous month, similar to officers absence rate was also at its lowest in May and is currently at 8.32% at end June.

2.11 In May COVID-Related absences were at the lowest they had been in the last 12 months, June recorded an increase in the no. of COVID-Related absences for both employee groups.

2.12 Non-Covid absences steadily increased for officers over the last quarter. Staff recorded a peak in May Non-Covid absences but this has begun to fall again in June.

TOIL and RRRD

2.13 TOIL for officers and staff is up 11.7% from previous quarter and is **43,718 hrs,** (9,588 hours for officers and 34,131 for staff)

2.14 RRRD for Officers and staff are down 9.7% from the previous quarter and total **62,375 days** (61,121 RRRD for officers and 1,254 for staff)

Modified Duties

2.15 There are fewer new instances of Modified Duties (-45) in comparison to last quarter. The total no. of officers on Mod Duties has increased by 18 to 1,879 in June 2022 compared to March 2022. For staff the total no. has decreased by 8 to 120. Total number of officers and staff past or with no review date has increased for both employee groups.

## 3. FINANCIAL IMPLICATIONS

3.1 There are no specific financial implications associated with this paper.

## 4. PERSONNEL IMPLICATIONS

4.1 There are no specific personnel implications associated with this paper.

## 5. LEGAL IMPLICATIONS

5.1 There are no specific legal implications associated with this paper.

## 6. REPUTATIONAL IMPLICATIONS

6.1 There are no reputational issues raised in this paper.

## 7. SOCIAL IMPLICATIONS

7.1 There are no specific social implications associated with this paper.

## 8. COMMUNITY IMPACT

8.1 There are no specific community impact implications associated with this paper.

## 9. EQUALITIES IMPLICATIONS

9.1 There are no specific equalities implications associated with this paper.

## 10. ENVIRONMENT IMPLICATIONS

10.1 There are no specific environmental implications associated with this paper.

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**RECOMMENDATIONS**

Members are invited to discuss the contents of this report.

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# Welcome to the Quarter 1 edition of the P&D MI Report

This report provides a quarterly overview of changes in the Police Scotland workforce, identifying areas of improvement and areas where HR intervention may be required.
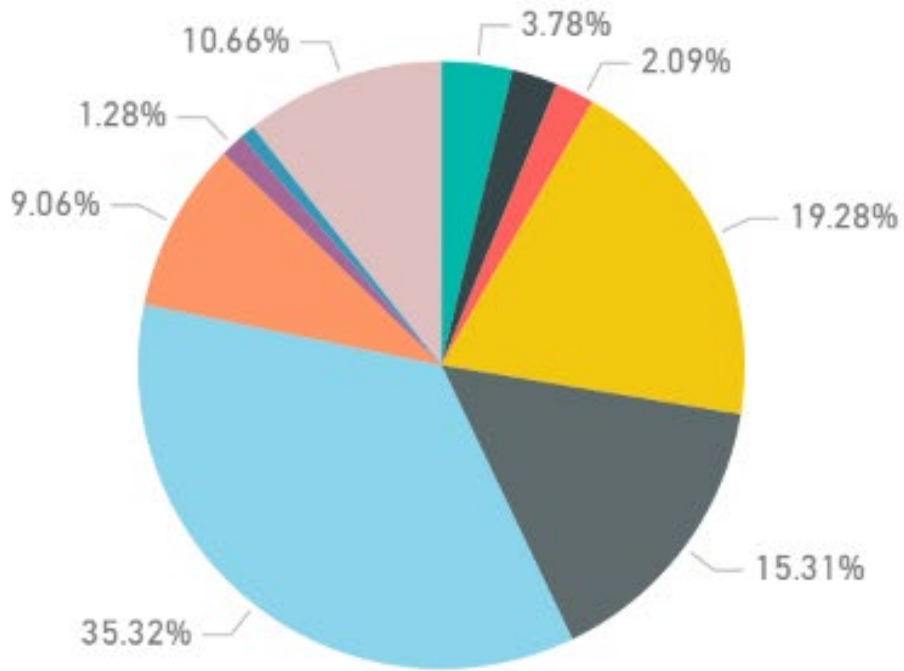
**Exclusions**

Detached officers – those currently working outside of both Police Scotland and SPA – are excluded from **all** analyses except for leavers, turnover and projected retirements (slides 8-16), as their positions will be filled by existing Police Scotland establishment.

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# People & Development Quarterly MI Report – June 2022

## FTE and Distribution

### Police Officer



- 3.78%
- 2.09%
- 10.66%
- 1.28%
- 9.06%
- 19.28%
- 15.31%
- 35.32%

**Business Area**
- ● C3
- ● CJSD
- ● CORPORATE SERVICES DIVISION
- ● Local Policing East
- ● Local Policing North
- ● Local Policing West
- ● OSD
- ● P&A
- ● PPCW
- ● SCD

### Police Staff



- 10.16%
- 18.55%
- 8.4%
- 0.31%
- 4.34%
- 14.67%
- 4.27%
- 4.02%
- 4%
- 3.85%
- 27.41%

**16,562.14 FTE** (-191.52 FTE on Q4)
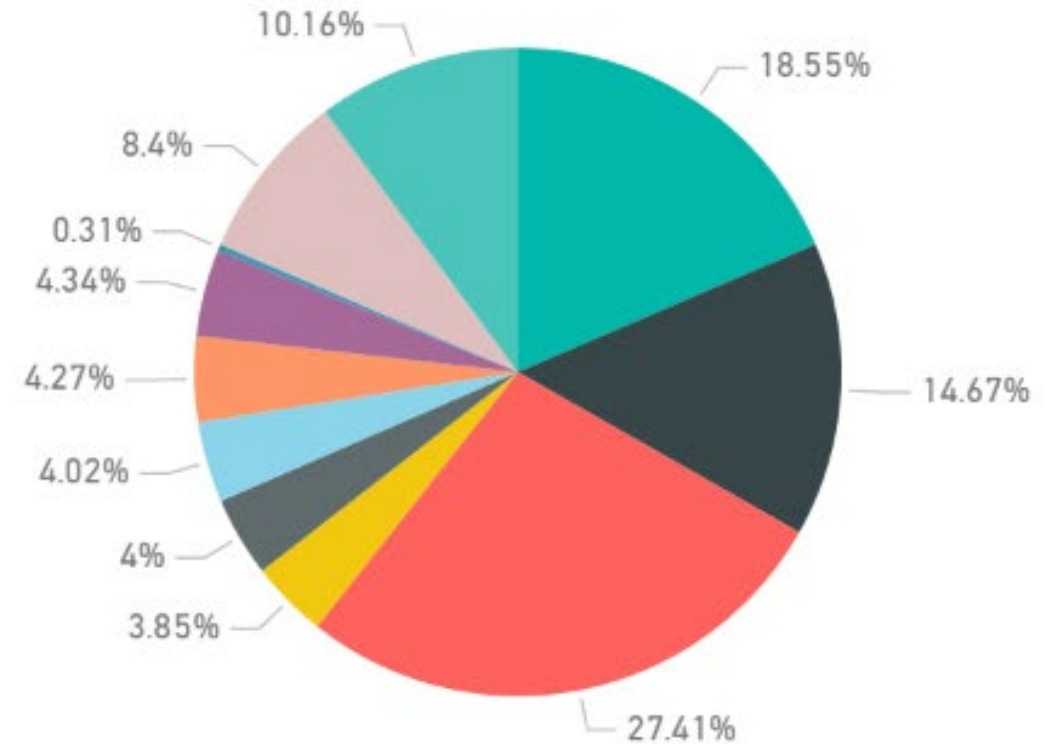
**5,154.52 FTE** (+20.37 FTE on Q4)

**582.76 FTE SPA Corporate & Forensics** (+4.7 FTE on Q4)

# People & Development Quarterly MI Report – June 2022

| Officers | | |
|---|---|---|
| Area | Q1 Change - FTE | Q1 Change - Workforce Proportion |
| C3 | -28.5 | -0.13% |
| CJSD | -10.75 | -0.04% |
| CSD | -29.51 | -0.15% |
| LP East | 1.47 | 0.23% |
| LP North | 14.78 | 0.26% |
| LP West | -37.53 | 0.18% |
| OSD | -38.2 | -0.12% |
| P&A | -6.28 | -0.02% |
| PPCW | -4.41 | -0.02% |
| SCD | -52.53 | -0.19% |

| Staff | | |
|---|---|---|
| Area | Q1 Change - FTE | Q1 Change - Workforce Proportion |
| C3 | 13.13 | 0.15% |
| CJSD | 9.41 | 0.10% |
| CSD | 1.64 | -0.09% |
| SPA | 4.7 | 0.04% |
| LP East | -3.33 | -0.08% |
| LP North | -4.29 | -0.09% |
| LP West | -0.97 | -0.03% |
| OSD | 0.34 | -0.01% |
| P&A | -4.15 | -0.09% |
| PPCW | 0 | 0.00% |
| SCD | 8.6 | 0.11% |

## Sex Profile

Sex Split by Emp Type



| Sex | F | | M | | Total | |
|---|---|---|---|---|---|---|
| Personal rank | FTE | % | FTE | % | FTE | % |
| PC | 3403.29 | 32.86% | 6954.59 | 67.14% | 10357.88 | 100.00% |
| DC | 1063.52 | 41.15% | 1520.85 | 58.85% | 2584.37 | 100.00% |
| PS | 475.32 | 27.97% | 1224.12 | 72.03% | 1699.44 | 100.00% |
| DS | 207.24 | 30.70% | 467.81 | 69.30% | 675.05 | 100.00% |
| PI | 143.90 | 25.76% | 414.69 | 74.24% | 558.59 | 100.00% |
| DI | 77.00 | 27.50% | 203.00 | 72.50% | 280.00 | 100.00% |
| CI | 54.80 | 33.66% | 108.00 | 66.34% | 162.80 | 100.00% |
| DCI | 18.00 | 23.68% | 58.00 | 76.32% | 76.00 | 100.00% |
| SUP | 26.00 | 30.95% | 58.00 | 69.05% | 84.00 | 100.00% |
| DSU | 10.00 | 28.57% | 25.00 | 71.43% | 35.00 | 100.00% |
| CS | 6.00 | 22.22% | 21.00 | 77.78% | 27.00 | 100.00% |
| DCS | 3.00 | 37.50% | 5.00 | 62.50% | 8.00 | 100.00% |
| ACC | 2.00 | 20.00% | 8.00 | 80.00% | 10.00 | 100.00% |
| DCC | 1.00 | 33.33% | 2.00 | 66.67% | 3.00 | 100.00% |
| CC | | | 1.00 | 100.00% | 1.00 | 100.00% |
| Total | 5491.08 | 33.15% | 11071.06 | 66.85% | 16562.14 | 100.00% |

| Total Rank | Female Officer % of Rank | |
|---|---|---|
| | Q4 | Q1 |
| PC | 34.03% | 34.51% |
| PS | 28.32% | 28.75% |
| PI | 25.77% | 26.34% |
| CI | 28.69% | 30.49% |
| SUP | 29.84% | 30.25% |
| CS | 27.78% | 25.71% |

Female representation has **increased** at all ranks with the exception of CS, which has **decreased**.

Officers continue to shift positively toward balance, the proportion of female officers has increased by **0.52%.** Staff groups have fractionally increased the imbalance with the proportion of male staff members decreasing by **0.05%**.

## Age Profile

## Length of Service Profile – Actual Service



Officer Avg Actual Service (excluding ACC,DCC and CC)

**12.83**
Avg Officer Actual Service
(exc ACC, DCC and CC)
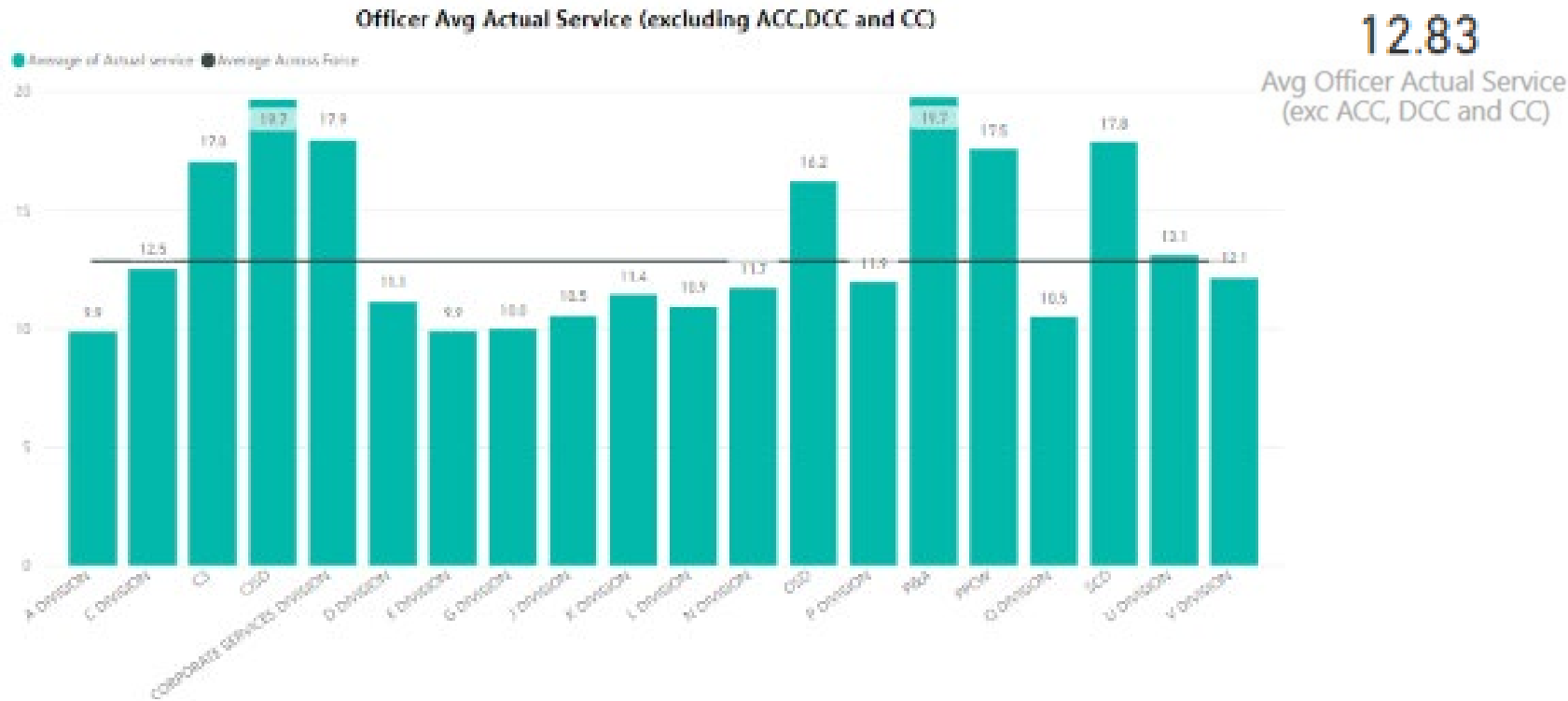
| Local Area/Division | Variance from average | |
|---|---|---|
| | Q4 | Q1 |
| A DIVISION | -23.56% | -23.15% |
| C DIVISION | -1.90% | -2.57% |
| C3 | 33.05% | 32.66% |
| CJSD | 49.62% | 53.16% |
| CORPORATE SERVICES DIVISION | 36.78% | 39.83% |
| D DIVISION | -13.22% | -13.33% |
| E DIVISION | -25.38% | -22.92% |
| G DIVISION | -22.64% | -22.29% |
| J DIVISION | -17.86% | -18.08% |
| K DIVISION | -12.23% | -11.07% |
| L DIVISION | -11.70% | -14.89% |
| N DIVISION | -7.37% | -8.96% |
| OSD | 25.00% | 26.11% |
| P DIVISION | -7.98% | -6.86% |
| P&A | 53.65% | 53.86% |
| PPCW | 38.07% | 36.71% |
| Q DIVISION | -17.17% | -18.32% |
| SCD | 37.46% | 39.05% |
| U DIVISION | 1.82% | 1.87% |
| V DIVISION | -3.88% | -5.53% |

Local Policing Divisions can be expected to trend lower than the forcewide average, as these are the entry points for new officers. National Services tend to trend above the forcewide average.

Areas demonstrating continuing travel away from (+/-) the forcewide average are highlighted yellow in the table above right.

## Length of Service Profile by Sex – Actual Service



**Male Officer Avg Actual Service (excluding ACC, DCC and CC)**
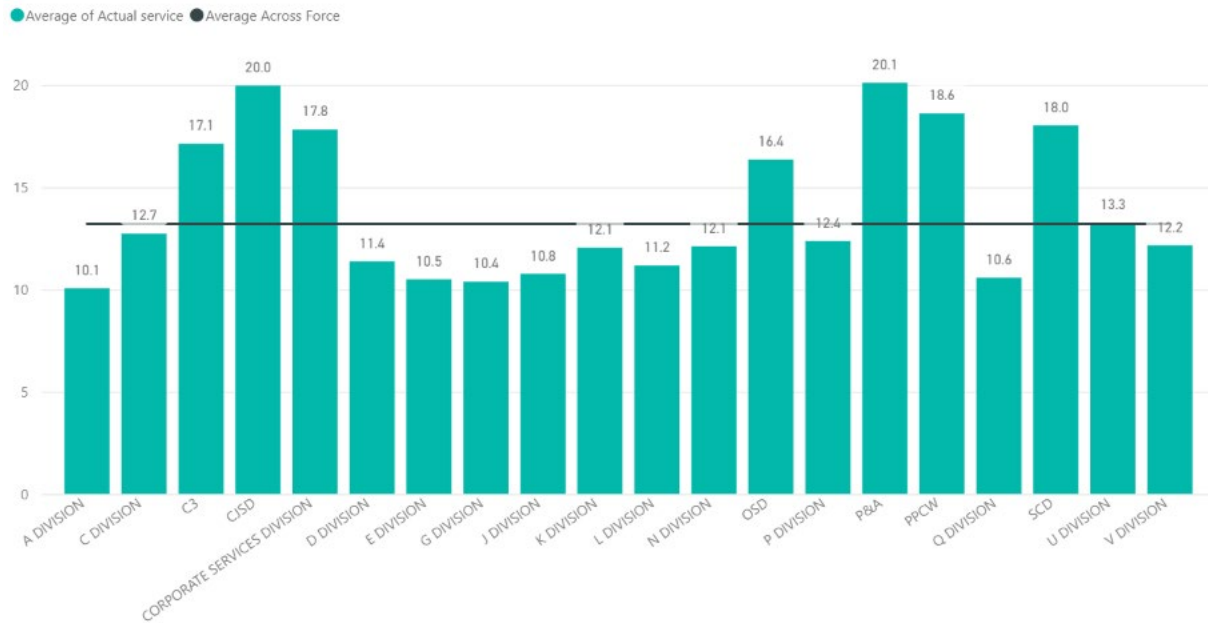
**Female Officer Avg Actual Service (excluding ACC, DCC and CC)**
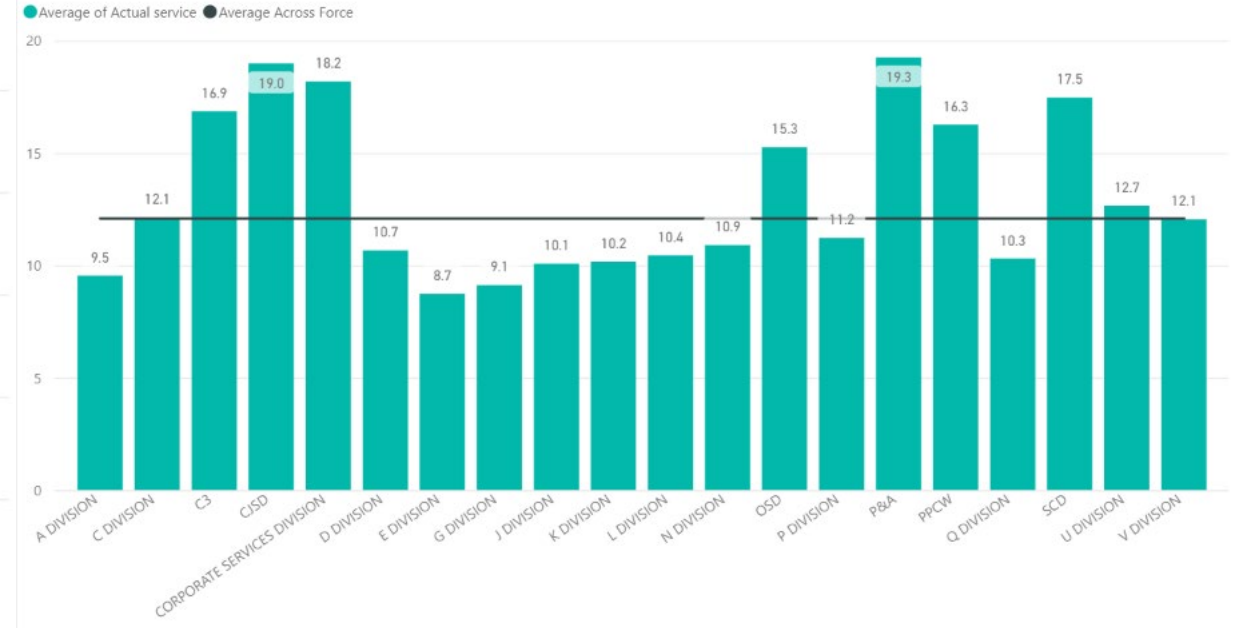
Female officers have shorter average length of service, with an average of 12.09 years service against the average of 13.21 years for male officers.

Variation of average length of service by division are broadly comparable across both sexes.

## Temporary Ranks by Rank – June Snapshot



**Temp/Permanent Ranks**
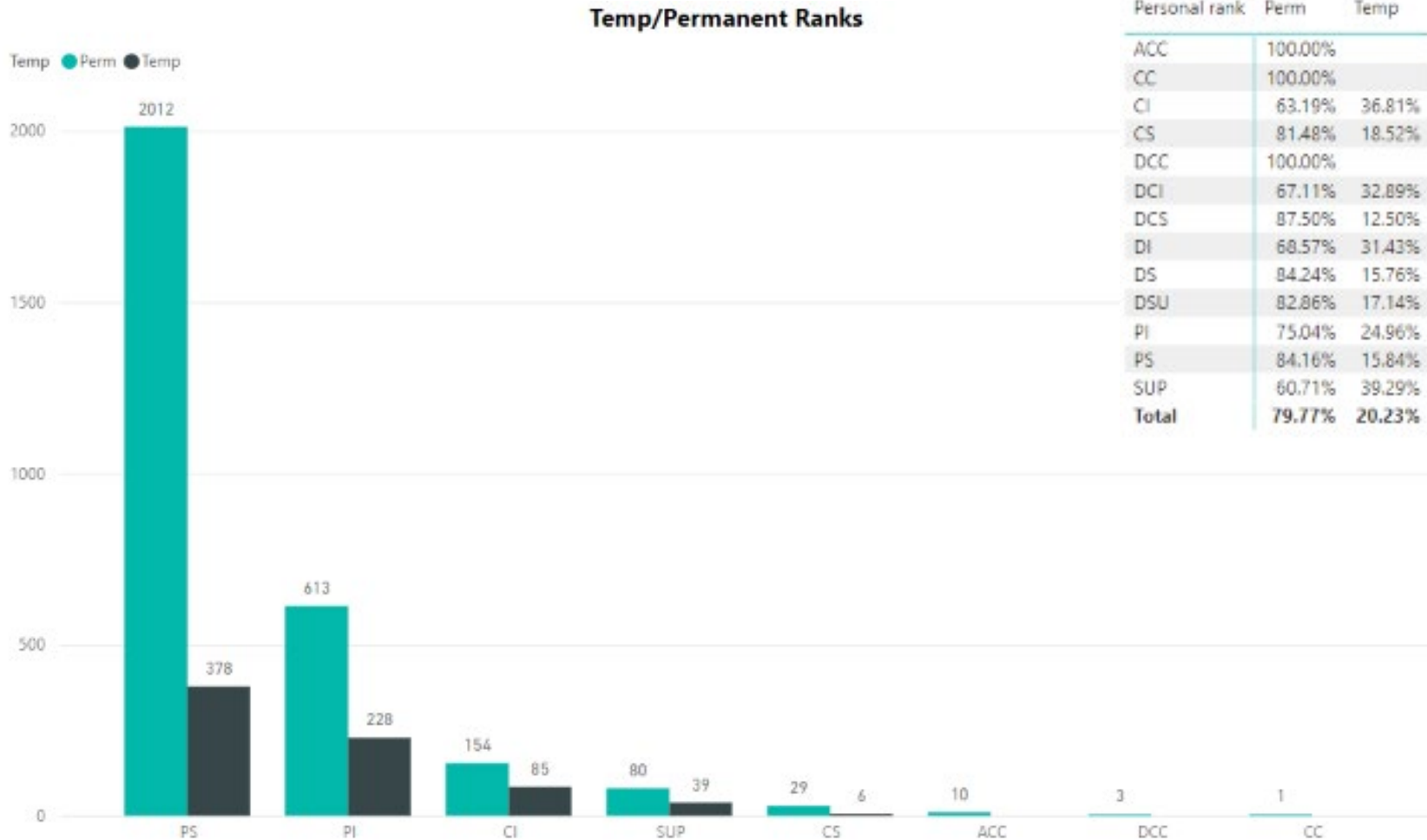
Temp ●Perm ●Temp

| Personal rank | Perm | Temp |
|---|---|---|
| ACC | 100.00% | |
| CC | 100.00% | |
| CI | 63.19% | 36.81% |
| CS | 81.48% | 18.52% |
| DCC | 100.00% | |
| DCI | 67.11% | 32.89% |
| DCS | 87.50% | 12.50% |
| DI | 68.57% | 31.43% |
| DS | 84.24% | 15.76% |
| DSU | 82.86% | 17.14% |
| PI | 75.04% | 24.96% |
| PS | 84.16% | 15.84% |
| SUP | 60.71% | 39.29% |
| **Total** | **79.77%** | **20.23%** |

The proportion of officers in temporary ranks has increased in Q1, up 4.08% since Q4.

The highest proportion of temporary ranks occurs at the CI rank, with 35.36% (combined CI and DCI) of these individuals in rank on a temporary basis.

# People & Development Quarterly MI Report – June 2022

## Temporary Ranks by Sex – June Snapshot

### Male Temp/Permanent Ranks



| Post Rank | Perm | Temp |
|---|---|---|
| ACC | 100.00% | |
| CC | 100.00% | |
| CI | 64.81% | 35.19% |
| CS | 85.71% | 14.29% |
| DCC | 100.00% | |
| DCI | 68.97% | 31.03% |
| DCS | 80.00% | 20.00% |
| DI | 72.55% | 27.45% |
| DS | 84.86% | 15.14% |
| DSU | 76.92% | 23.08% |
| PC | 100.00% | |
| PI | 76.14% | 23.86% |
| PS | 84.93% | 15.07% |
| SUP | 61.40% | 38.60% |
| **Total** | **80.82%** | **19.18%** |

### Female Temp/Permanent Ranks



| Post Rank | Perm | Temp |
|---|---|---|
| ACC | 100.00% | |
| CI | 59.26% | 40.74% |
| CS | 66.67% | 33.33% |
| DCC | 100.00% | |
| DCI | 61.11% | 38.89% |
| DCS | 100.00% | |
| DI | 58.44% | 41.56% |
| DS | 82.46% | 17.54% |
| DSU | 90.00% | 10.00% |
| PC | 100.00% | |
| PI | 72.30% | 27.70% |
| PS | 82.23% | 17.77% |
| SUP | 61.54% | 38.46% |
| **Total** | **77.14%** | **22.86%** |
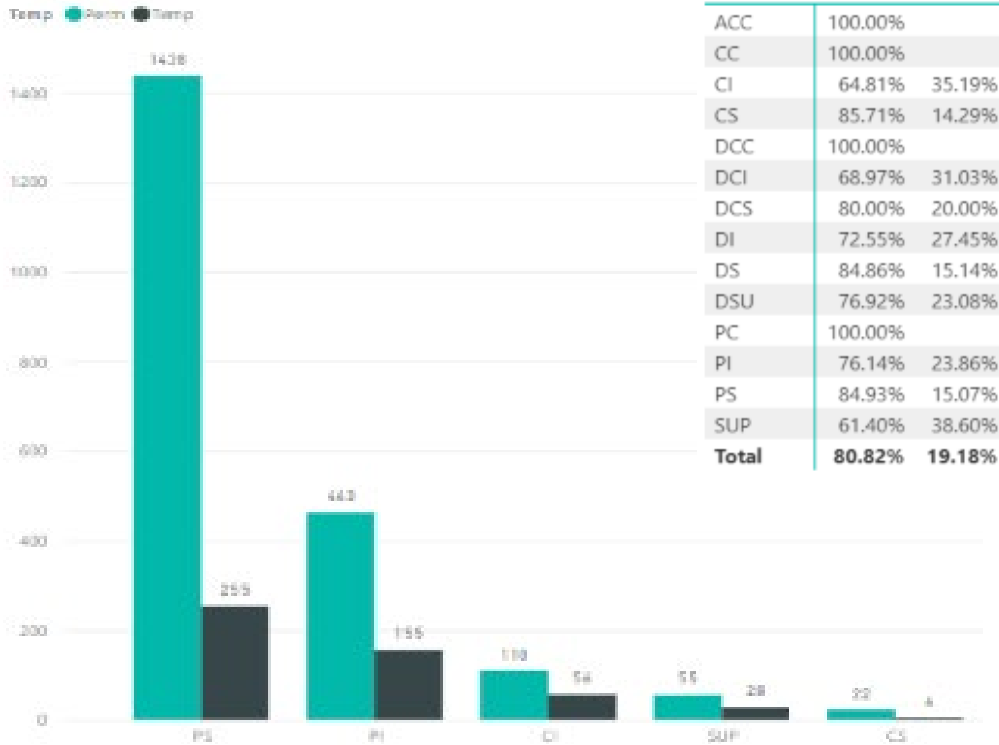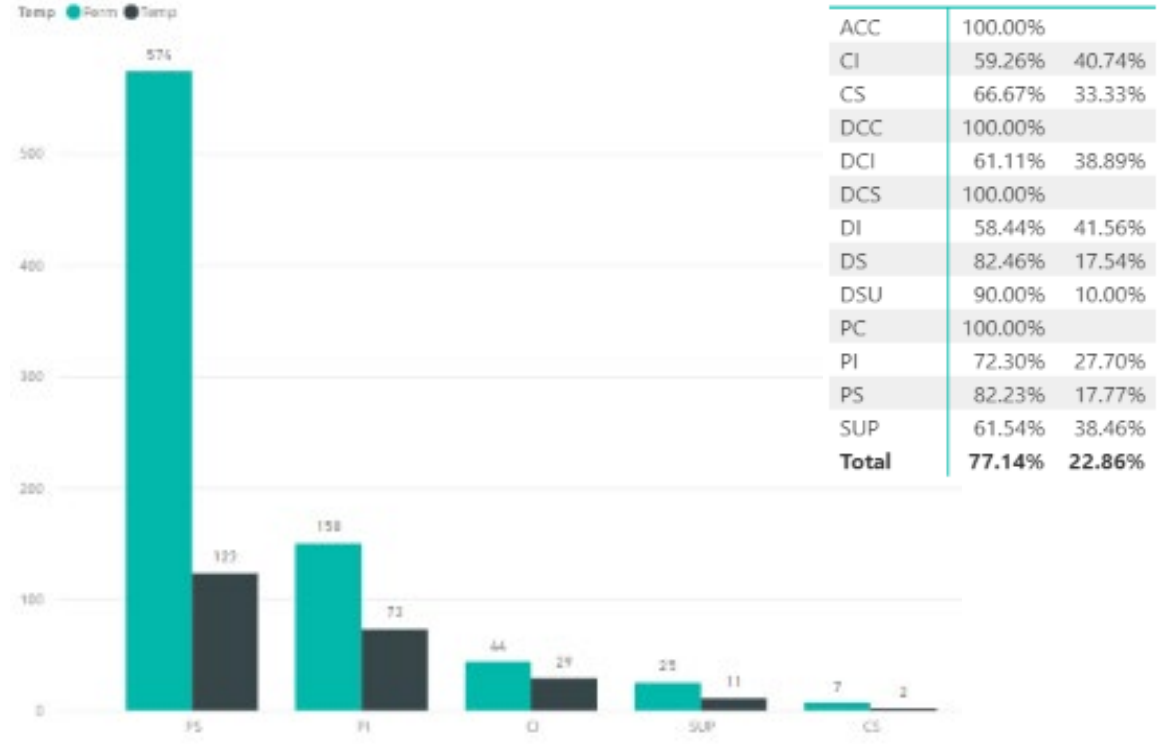
A higher proportion of female officers than male officers occupy temporary ranks.
This difference has widened (+4.12%) since Q4.

## Temporary Ranks by Duration – June Snapshot



Temp Ranks by Duration (Years)
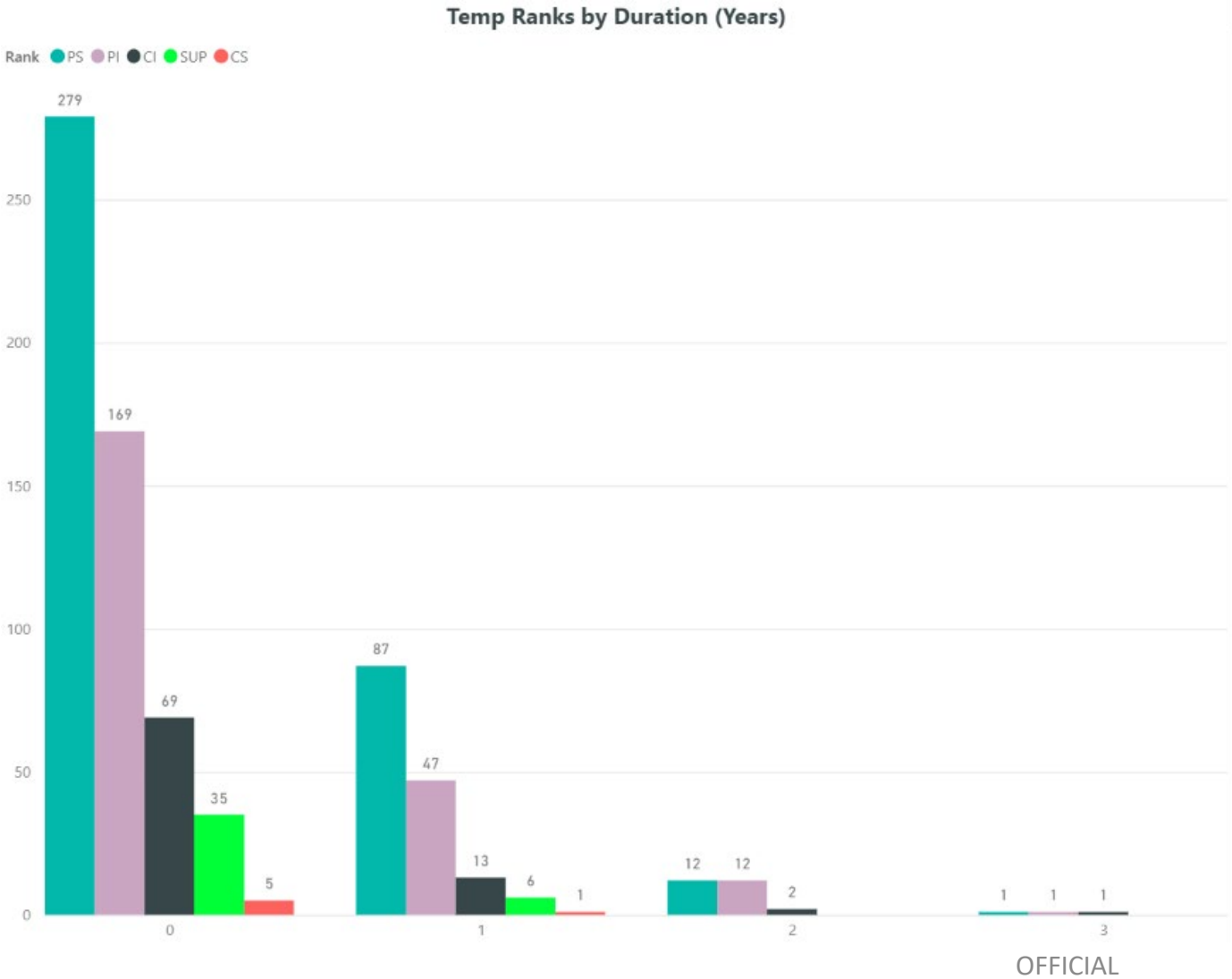
The duration of temporary ranks lasting 3 years or more has decreased since Q4.

The majority of temporary ranks have now been in place for 1 year or less.

The longest-running temporary ranks appear at the PS level, with 5.68% of temporary PS ranks lasting for 2 years or more.

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# People & Development Quarterly MI Report – June 2022

## Leavers – Q1 2022/23



Officer Leavers - Headcount

| Region | Headcount |
|--------|-----------|
| North | 48 |
| East | 57 |
| West | 148 |
| C3 | 39 |
| CSD | 28 |
| CJSD | 16 |
| OSD | 67 |
| PPCW | 10 |
| SCD | 77 |
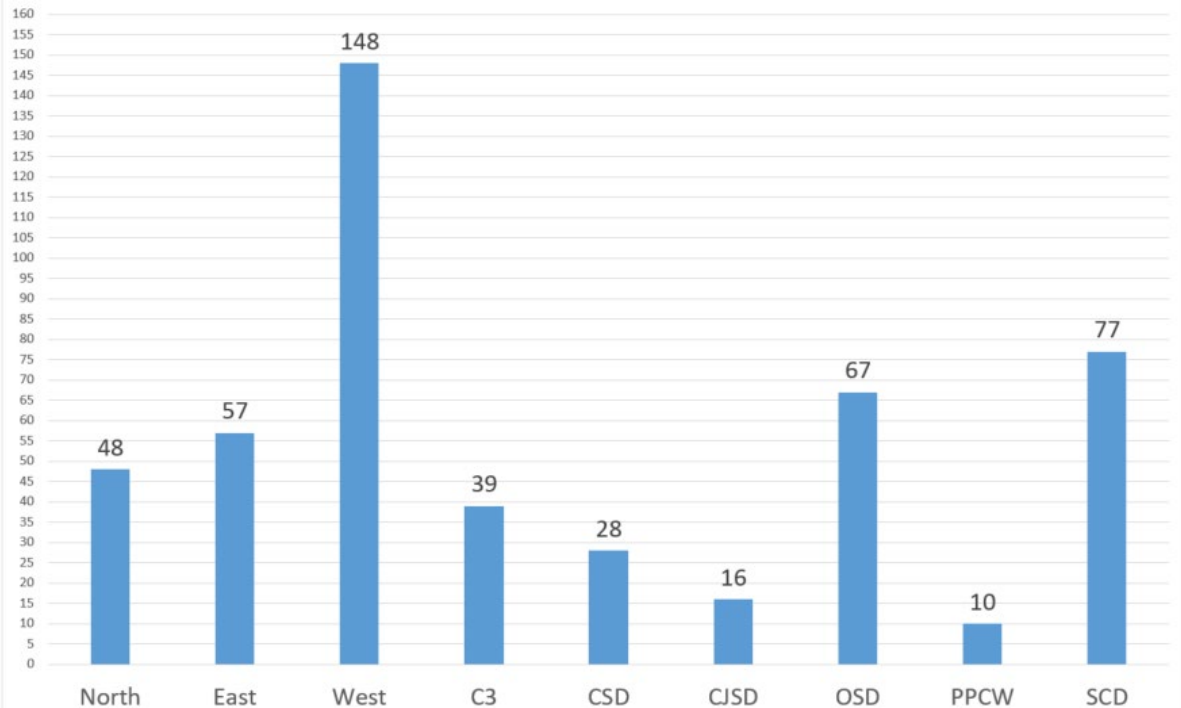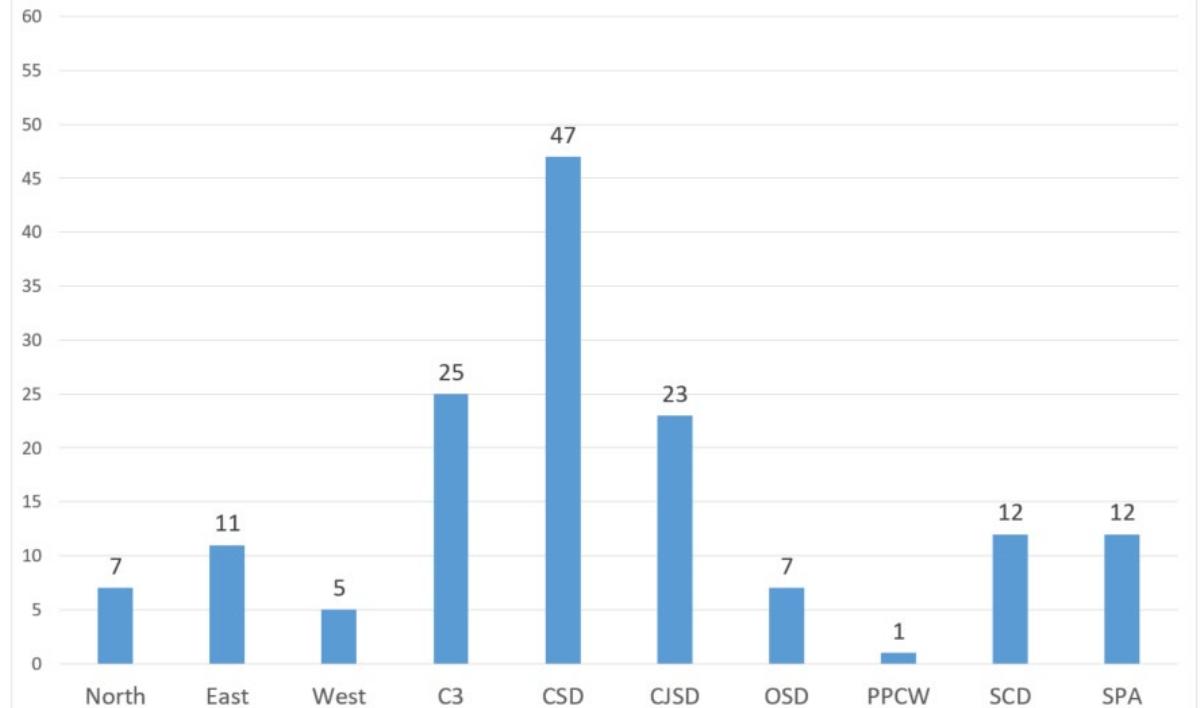
**Officer Leavers - 490**

⬆ Up **174 (55.06%)** on previous quarter



Staff Leavers - Headcount

| Region | Headcount |
|--------|-----------|
| North | 7 |
| East | 11 |
| West | 5 |
| C3 | 25 |
| CSD | 47 |
| CJSD | 23 |
| OSD | 7 |
| PPCW | 1 |
| SCD | 12 |
| SPA | 12 |

**Staff Leavers - 145**
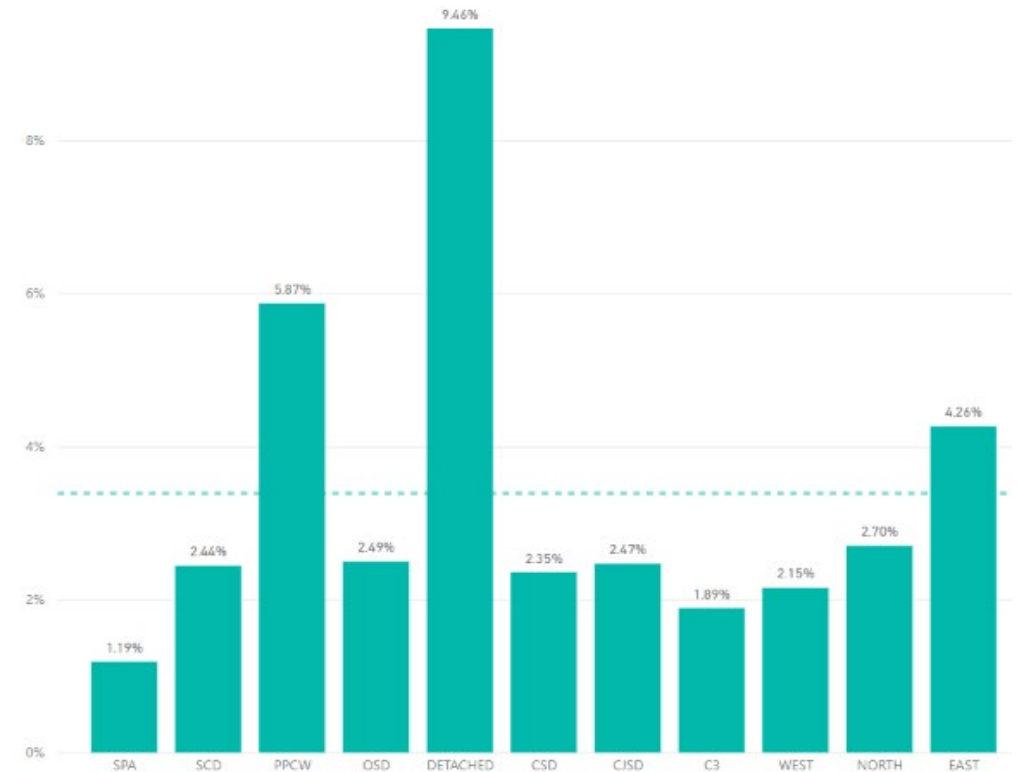
⬆ Up 22 **(17.89%)** on previous quarter

# People & Development Quarterly MI Report – June 2022

## Turnover by Sex - Officers – Q1 2022/23



**Male Officer Turnover**

| | |
|---|---|
| DETACHED | 12.63% |
| PPCW | 8.01% |
| C3 | 7.76% |
| CSD | 6.05% |
| SCD | 4.65% |
| OSD | 4.37% |
| CJSD | 3.24% |
| WEST | 3.01% |
| EAST | 2.22% |
| NORTH | 2.07% |

**Female Officer Turnover**

| | |
|---|---|
| DETACHED | 15.79% |
| PPCW | 6.57% |
| CJSD | 5.23% |
| OSD | 4.26% |
| SCD | 3.49% |
| CSD | 2.99% |
| C3 | 2.97% |
| WEST | 1.47% |
| NORTH | 1.43% |
| EAST | 0.91% |
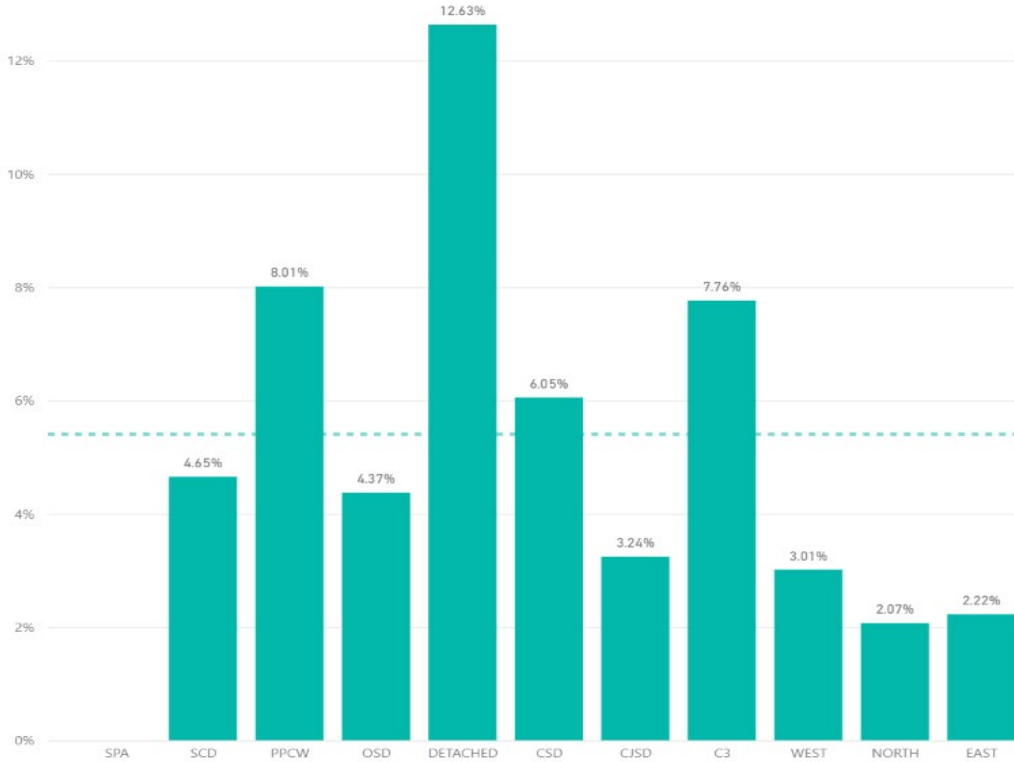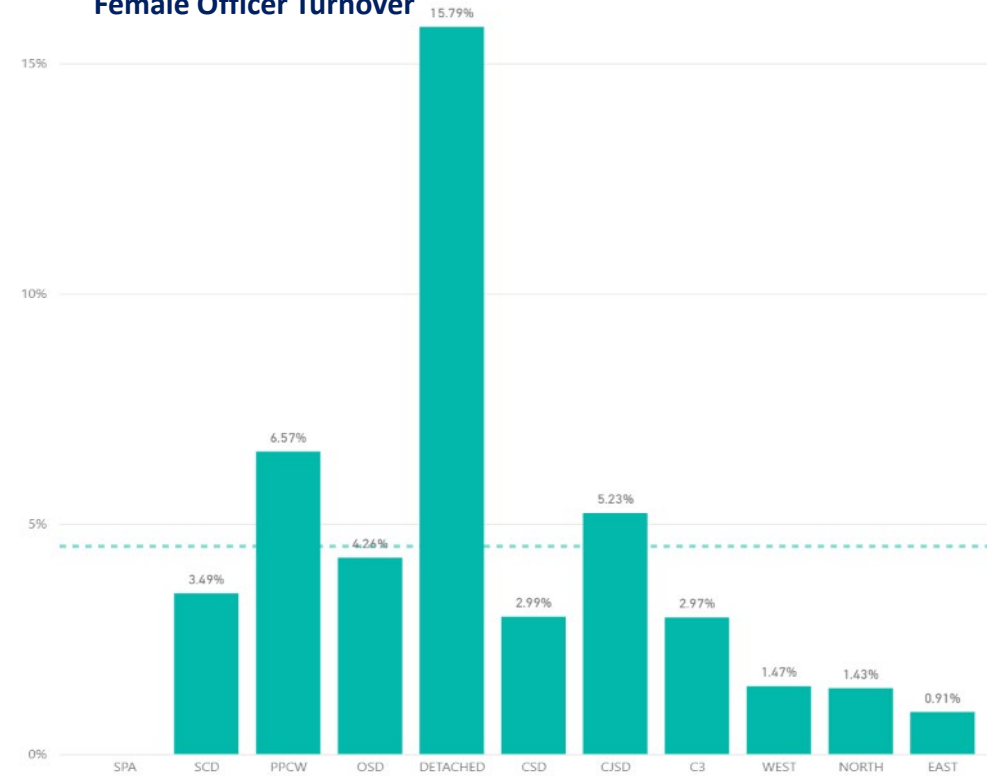
**Forcewide Male Officer Turnover:**
# 3.39%
⬆ **0.46%** over general force average.

**Forcewide Female Officer Turnover:**
# 2%
⬇ **0.93%** below general force average.

# People & Development Quarterly MI Report – June 2022

## Turnover by Sex - Staff – Q1 2022/23



**Male Staff Turnover**

| Category | Value |
|---|---|
| SPA | 1.05% |
| SCD | 2.82% |
| PPCW | |
| OSD | 3.75% |
| DETACHED | 13.47% |
| CSD | 2.74% |
| CJSD | 3.21% |
| C3 | 1.89% |
| WEST | 1.68% |
| NORTH | 5.74% |
| EAST | 7.70% |

**Female Staff Turnover**

| Category | Value |
|---|---|
| SPA | 1.26% |
| SCD | 2.14% |
| PPCW | 12.99% |
| OSD | 1.94% |
| DETACHED | |
| CSD | 2.00% |
| CJSD | 1.88% |
| C3 | 1.88% |
| WEST | 2.31% |
| NORTH | 1.81% |
| EAST | 3.26% |
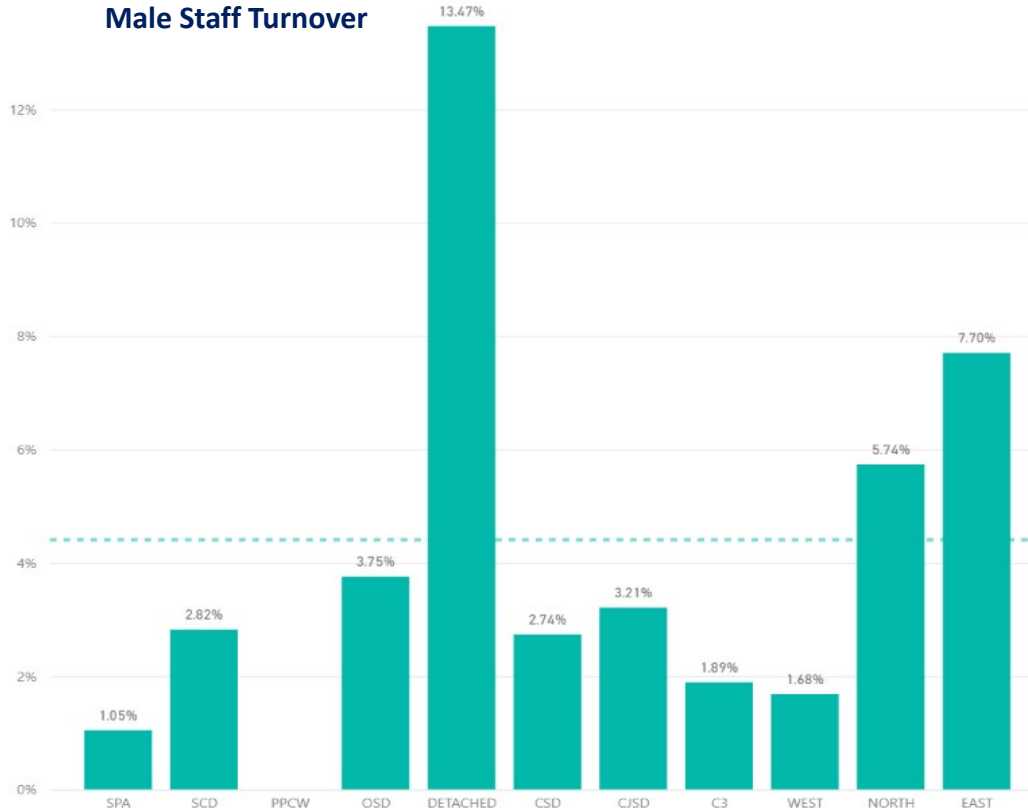
**Forcewide Male Staff Turnover:**

**2.76%** ⬆ 0.48% over general force average.

**Forcewide Female Staff Turnover:**

**1.98%** ⬇ 0.30% below general force average.

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## Turnover by Reason – Q1 2022/23

**Turnover by Reason - Officer**

| Reason | Value |
|---|---|
| RETIREMENT - PENSION | 1.48% |
| RETIREMENT - 25-30 YEARS | 1.06% |
| RESIGNATION - PERSONAL | 0.15% |
| RESIGNATION - OTHER EMPLOYM... | 0.12% |
| RETIREMENT - MEDICAL | 0.02% |
| DEATH IN SERVICE | 0.02% |
| DISMISSAL - DISCIPLINE | 0.02% |
| RESIGNATION - EDUCATION | 0.01% |
| TRANSFER TO ANOTHER FORCE | 0.01% |

**Turnover by Reason - Staff**

| Reason | Value |
|---|---|
| RETIREMENT - PENSION | 0.75% |
| RESIGNATION - OTHER EMPLOYM... | 0.59% |
| RESIGNATION - PERSONAL | 0.47% |
| RETIREMENT - MEDICAL | 0.21% |
| REDUNDANCY - VOLUNTARY | 0.11% |
| DEATH IN SERVICE | 0.05% |
| END OF TEMPORARY CONTRACT | 0.03% |
| DISMISSAL - ATTENDANCE | 0.02% |
| DISMISSAL - DISCIPLINE | 0.02% |
| POLICE STAFF TRANSFER TO POLI... | 0.02% |
| RETIREMENT - 25-30 YEARS | 0.02% |

The main reason for officer turnover this quarter was **Retirement – Pension**, at **1.48%** (up 0.13% from Q4).

For the Staff group, the main reason for turnover was **Retirement - Pension** at **0.75%** (up 0.07% from Q4).

Retirement remains the main reason for male Officer attrition over the last 12 months, at a combined **6.7%** turnover.
Resignations are the main reason for Staff attrition over the last 12 months, at a combined **4.43%** turnover.
Turnover is now **7.47%** (+2.46% since Q4) organisation-wide over the last 12 months, and is now over the anticipated levels of 5-6%.

## Turnover by Reason by Sex – Officers – Q1 2022/23

### Turnover by Reason – Male Officer



| Reason | % |
| --- | --- |
| RETIREMENT - PENSION | 1.82% |
| RETIREMENT - 25-30 YEARS | 1.16% |
| RESIGNATION - PERSONAL | 0.15% |
| RESIGNATION - OTHER EMPLOYM... | 0.14% |
| DISMISSAL - DISCIPLINE | 0.03% |
| DEATH IN SERVICE | 0.02% |
| RESIGNATION - EDUCATION | 0.02% |
| RETIREMENT - MEDICAL | 0.02% |
| TRANSFER TO ANOTHER FORCE | 0.02% |

**Retirement** remains the primary cause of turnover for officers across both sexes.

For female officers, a higher percentage of leavers have retired with 25-30 years. In comparison to male officers where the highest turnover reason is for officers reaching 30 Years service.

### Turnover by Reason – Female Officer

| Reason | % |
| --- | --- |
| RETIREMENT - 25-30 YEARS | 0.87% |
| RETIREMENT - PENSION | 0.80% |
| RESIGNATION - PERSONAL | 0.16% |
| RESIGNATION - OTHER EMPLOYM... | 0.08% |
| RETIREMENT - MEDICAL | 0.03% |
| DEATH IN SERVICE | 0.02% |

Retirement (excluding Medical) accounts for a combined 6.7% of male Officer and 4.06% of female Officer attrition over the last 12 months.

Retirement - Medical accounts for 0.17% of male Officer and 0.20% of female Officer attrition over the last 12 months.

# People & Development Quarterly MI Report – June 2022

## Officer Retirals by Length of Pensionable Service – Q1 2022/23

**Q4 – Officer Retirements by Pensionable Service**
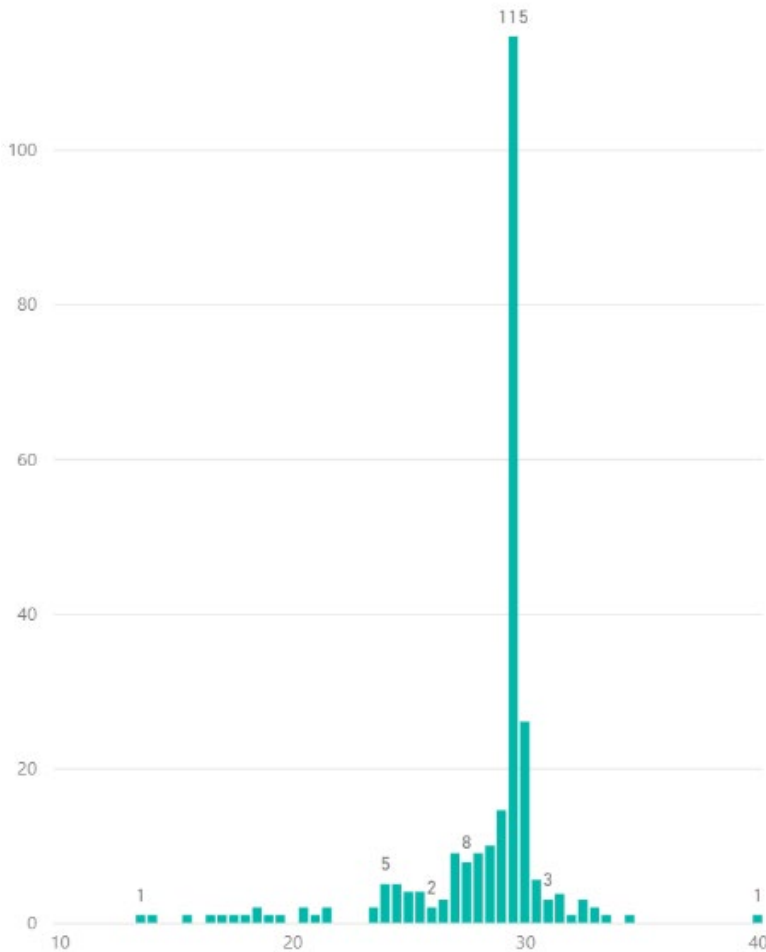


As seen in Q1, and the end of Q4 the vast majority of retirements occurred around 30 years service.

Q1 has recorded an increase in officers retiring with less than 30 Years pensionable service.  This is likely impacted by the introduction of the 2015 remedy to pensions.

**Q1 – Officer Retirements by Pensionable Service**
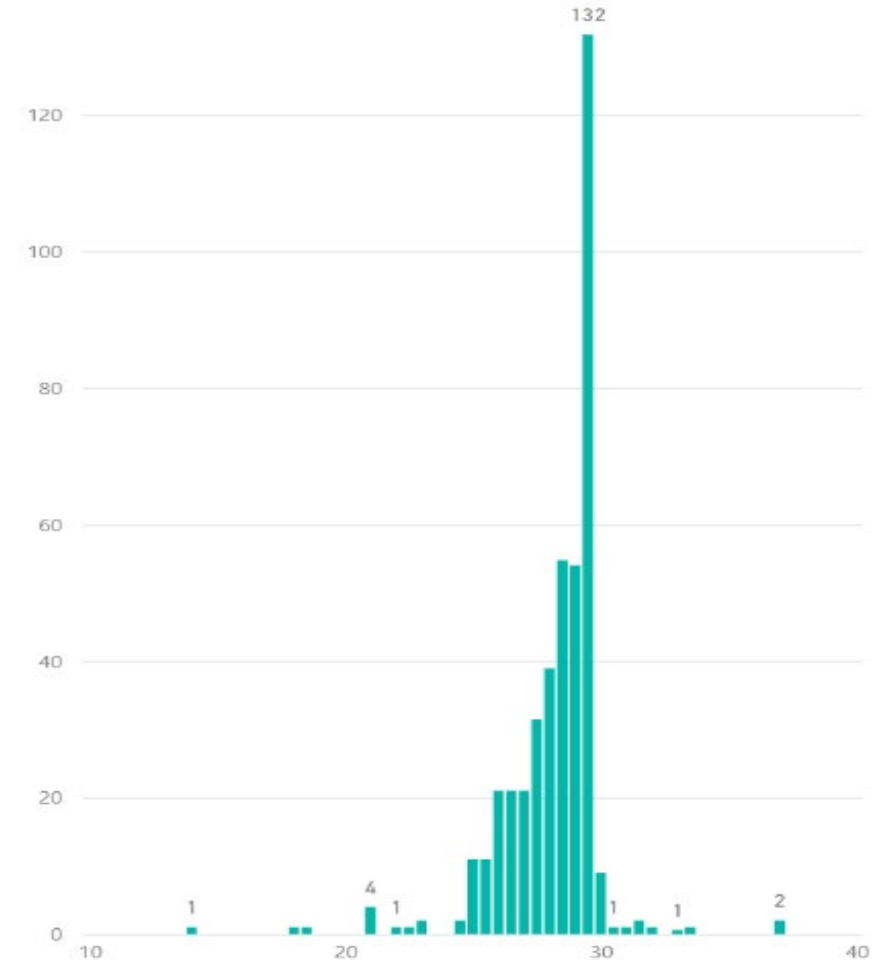
## Projected Officer Retirals – Q1 2022/23

A total of **57** Officers are projected to reach full pension eligibility during Q2, based on full pension eligibility under their scheme.

**129** Officers are projected to reach early pension eligibility during Q2 based on early pension eligibility under their scheme.

It should be noted that within these figures there is possibility for an officer to be counted twice if eligibility factors means they have reached full and early pension eligibility.



Q1 Projected Officer Retirals (Headcount)
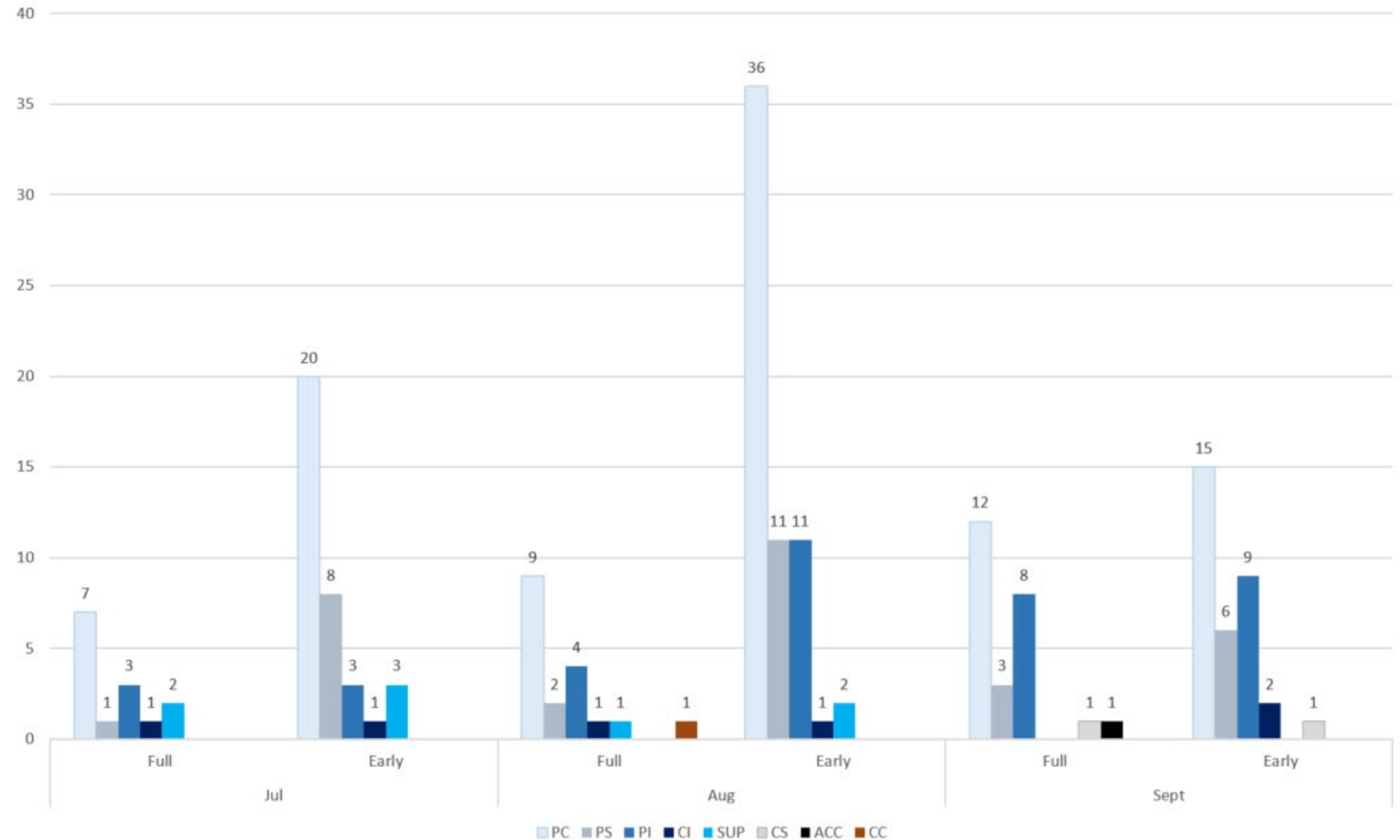
# People & Development Quarterly MI Report – June 2022

## Total Sickness Absence – June Snapshot

**Officer Sickness Absence rate:**

# 6.88%

Down 2.2% on end Q4

Monthly rates: Apr 7.75%, May 5.93%, Jun 7.01%

### Abstractions by Category - Officer
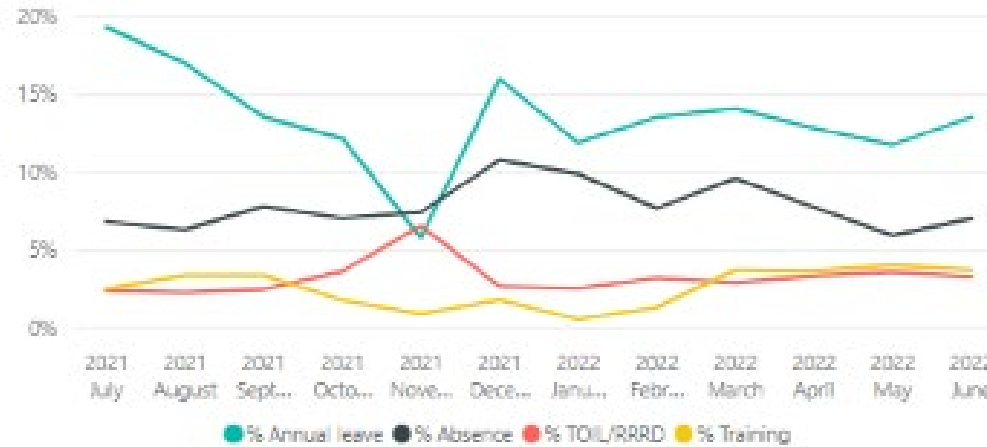


**2022 June**
- % Annual leave — 13.51%
- % Absence — 7.01%
- % TOIL/RRRD — 3.27%
- % Training — 3.69%

### Abstractions by Category - Staff
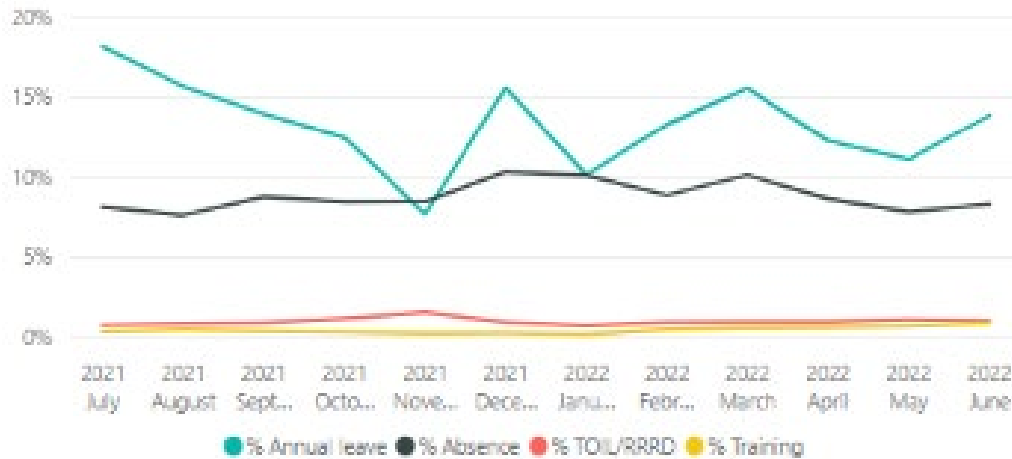


**2022 June**
- % Annual leave — 13.83%
- % Absence — 8.32%
- % TOIL/RRRD — 1.01%
- % Training — 0.87%

**Staff Sickness Absence rate:**

Down 1.46% on end Q4

# 8.26%

Monthly rates: Apr 8.64%, May 7.83%, Jun 8.32%

## Total Sickness Absence by Business Area – Q1 2022/23

PPCW is the furthest over the forcewide average for lost working time for officers, at **13.2%** in Q1 (up 0.7% since Q4). C3 has reduced 2.9% since Q4.

**Absence% of Total Working Time - Officer**
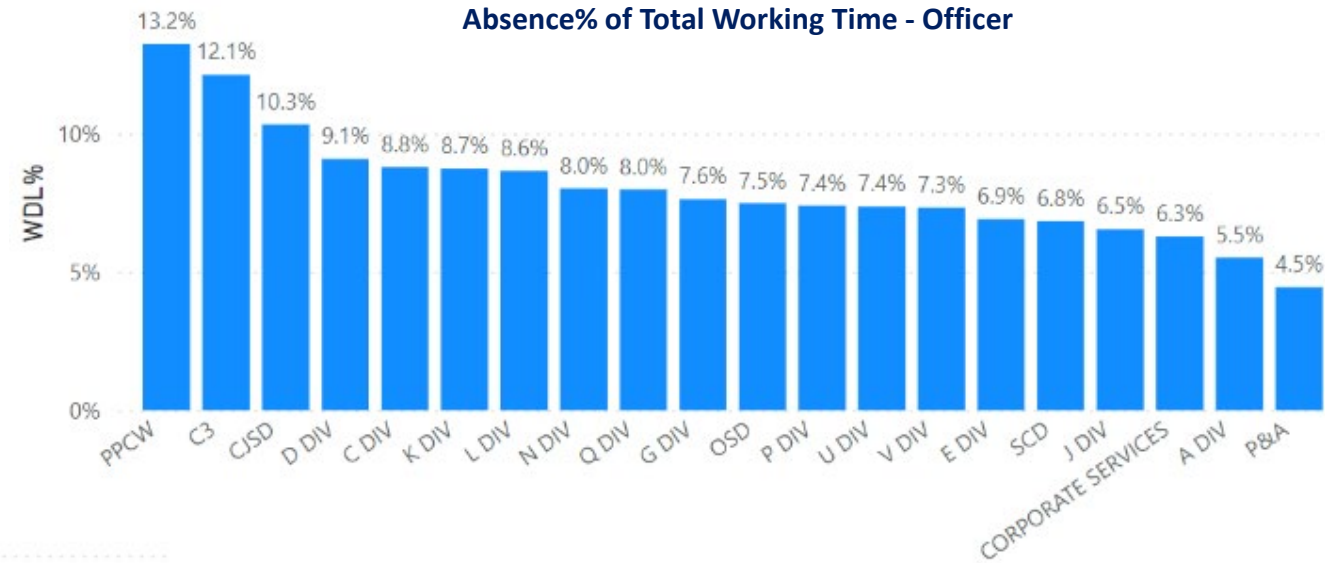


**Absence% of Total Working Time - Staff**
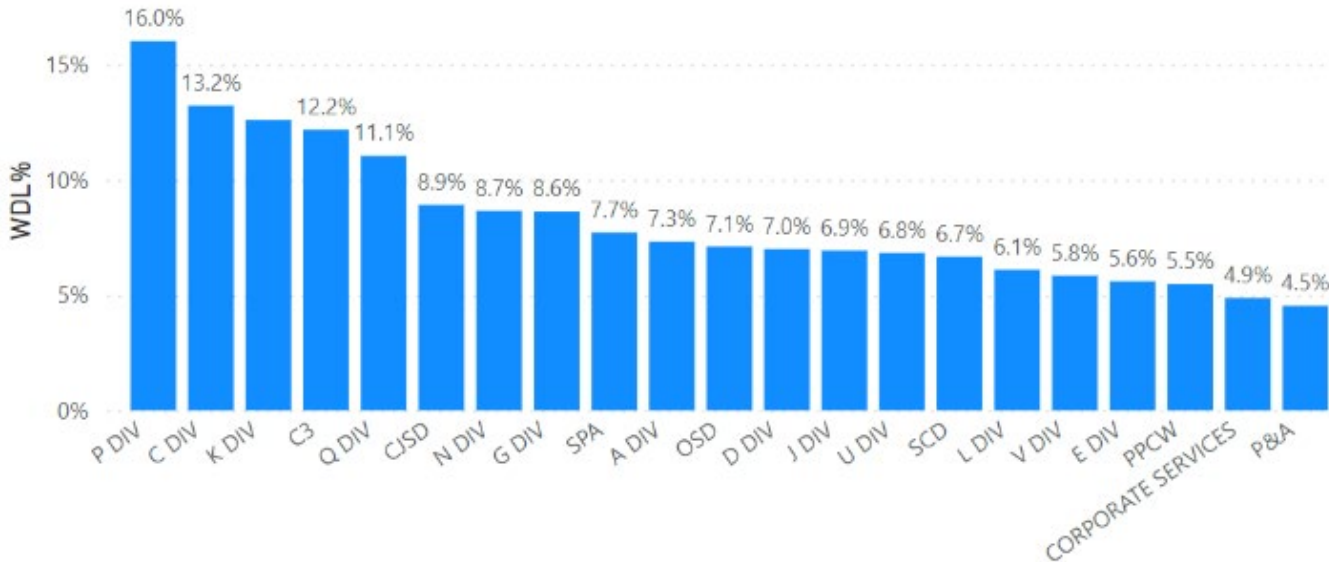


P Division is now the furthest over the forcewide average for lost working time for staff, at **16%** in Q1 (down 0.9% on Q4). This follows a significant reduction in G Division staff absence, down 5.9% on Q4.

The small size of cohorts should be noted when considering absence rates in Local Policing staff.

## COVID and non-COVID Absence Rates Over Time



**Absence Rate with COVID Focus - Officer**



**Absence Rate with COVID Focus - Staff**
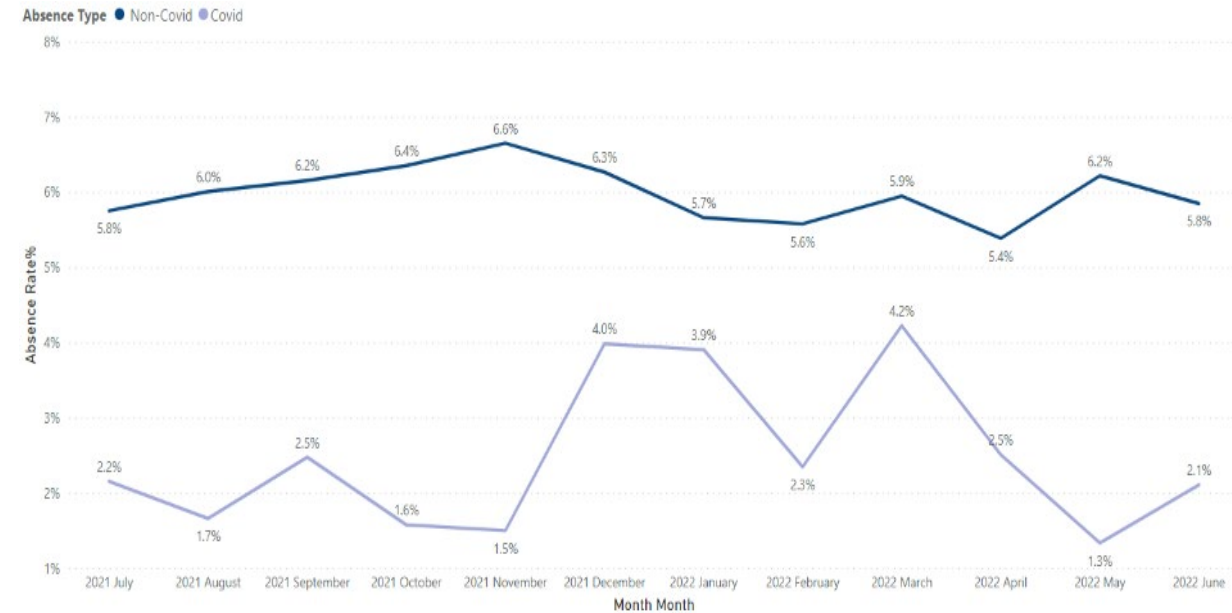
COVID-related absence dropped significantly this quarter in comparison to position at end of Q1 for both employee groups. May saw our lowest levels of COVID-related absences in the past 12 months. Increases have been recorded in June for both employee groups.

Non-COVID sickness absence fell in April but has been gradually increasing then for Officers. Staff groups recorded a peak in May but has began to fall in June.

## Sickness Absence – split COVID and non-COVID – Q1 2022/23



**Absence Rate with COVID Focus - Officer**
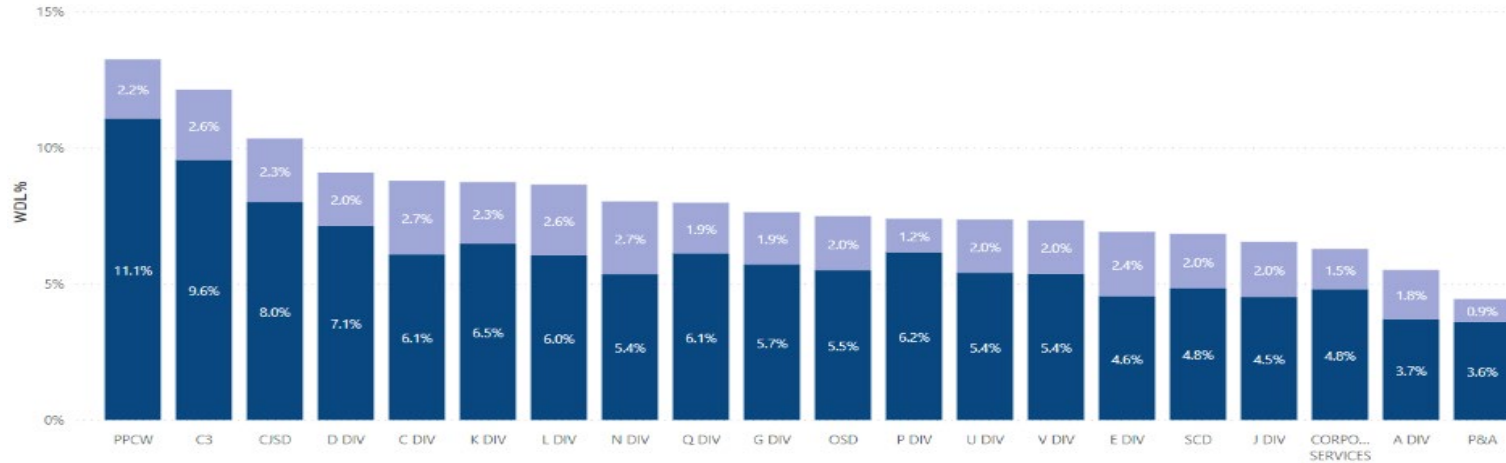
**Absence Rate with COVID Focus - Staff**
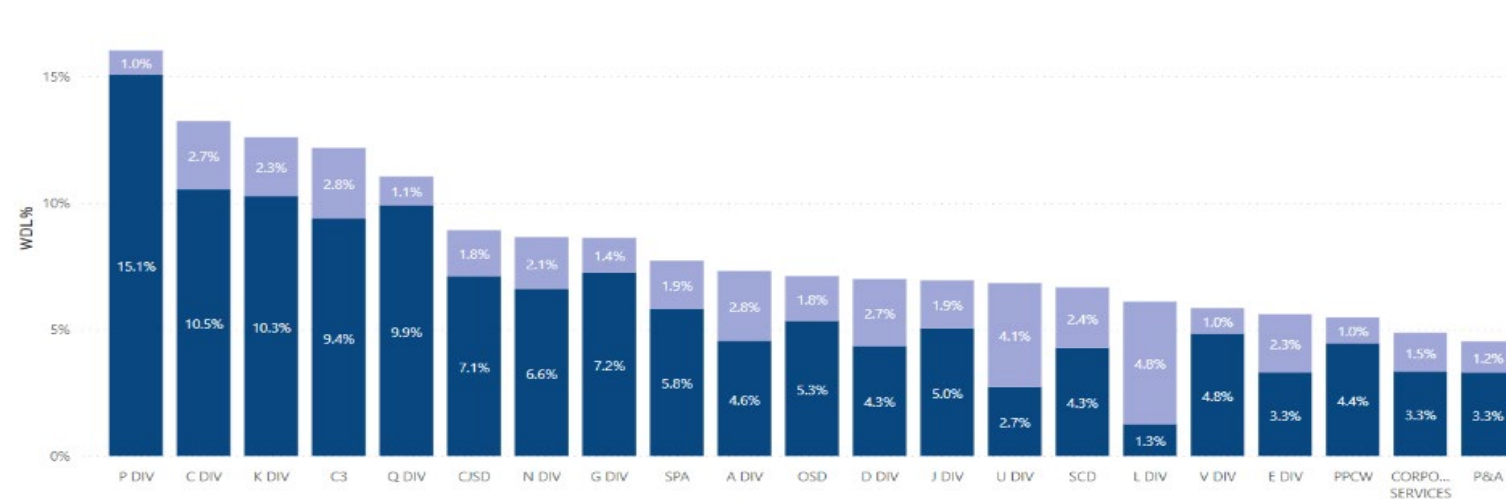
COVID absence rates decreased across all areas within the Officer group and in most areas of the Staff group with the exceptions of C, D & U Divisions.

Among Staff, L Division continues to have a higher proportion of COVID related absences in comparison to non-COVID absences.

# People & Development Quarterly MI Report – June 2022

## % of Total Working Days Lost to COVID by Reason – Q1 2022/23

**Working Days Lost% (Covid-19-related Absence Only)**

| Absence reason | WDL% |
|---|---|
| COVID-19 - SYMPTOMS | 0.9% |
| COVID-19 - ACUTE COVID | 0.8% |
| COVID-19 - POST COVID ... | 0.2% |
| COVID-19 - ONGOING SY... | 0.1% |
| COVID-19 - PRECAUTION... | 0.0% |
| COVID-19 - TRACING | 0.0% |
| COVID-19 - TRACING (PR... | 0.0% |
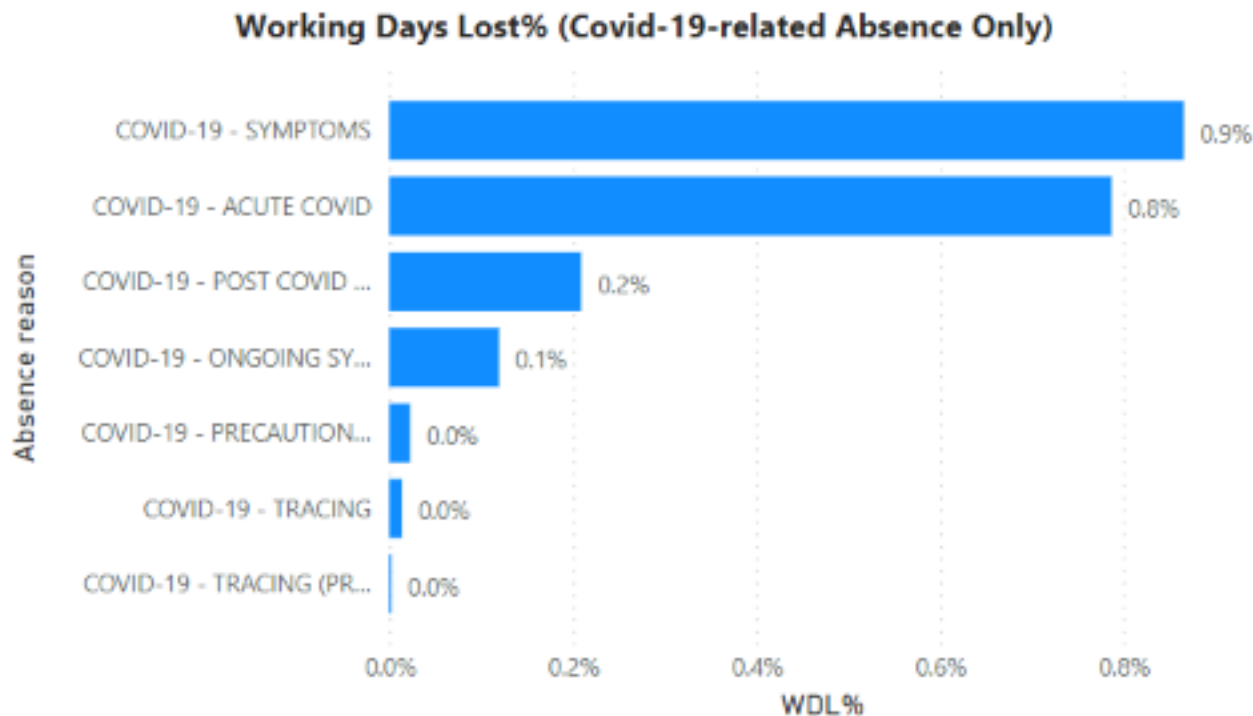
The largest proportion of working days lost to COVID in Q1 relate to the **COVID-19 – Symptoms** (+0.6% on Q4) and **COVID-19 – Acute COVID** (-2.5% on Q4) categories.

Reductions were recorded in all reasons (except COVID-19 Symptoms). Part of these findings (significant reduction in Acute Covid and increases in Symptoms) can be attributed to changes in absence recording practices which as of 1 May has seen the 'Acute COVID' marker no longer be used and instead the 'Symptoms' reason has been used.

The proportion of days lost to **Post-COVID Syndrome** remains stable.

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## Sickness Absence – Average Working Days Lost (AWDL) – Q1 2022/23

**Forcewide** AWDL to sickness was **3.9 days** for Officers (**down 1.2** on Q4), with a 2.9:1 non-COVID:COVID split.

YTD: 3.9 (2.9:1 non-COVID:COVID)
Projected YE: 15.7

**Average Working Days Lost in Q1 - Officer**
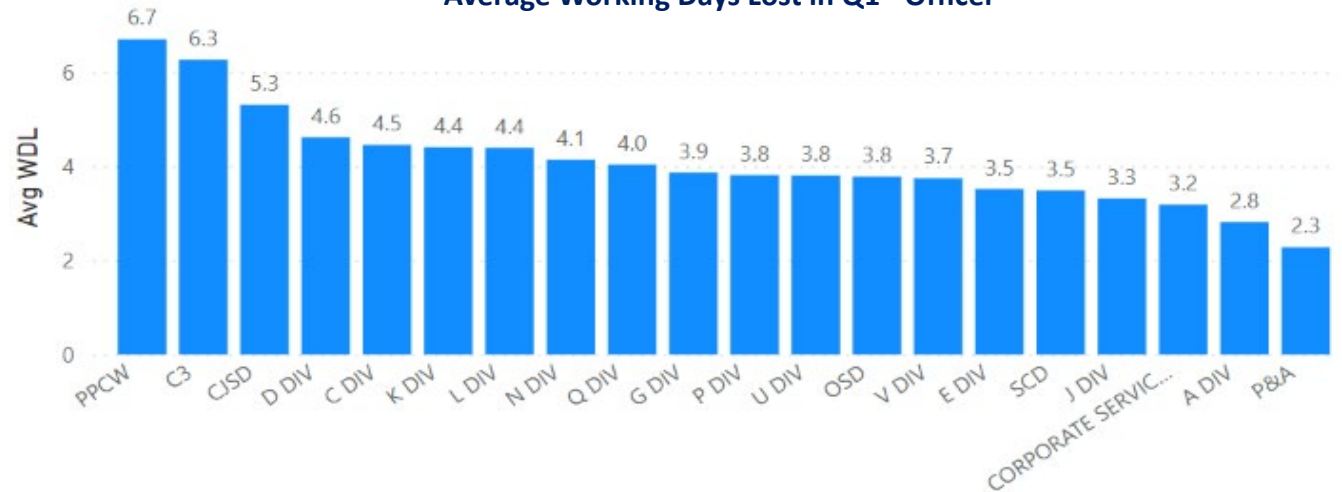


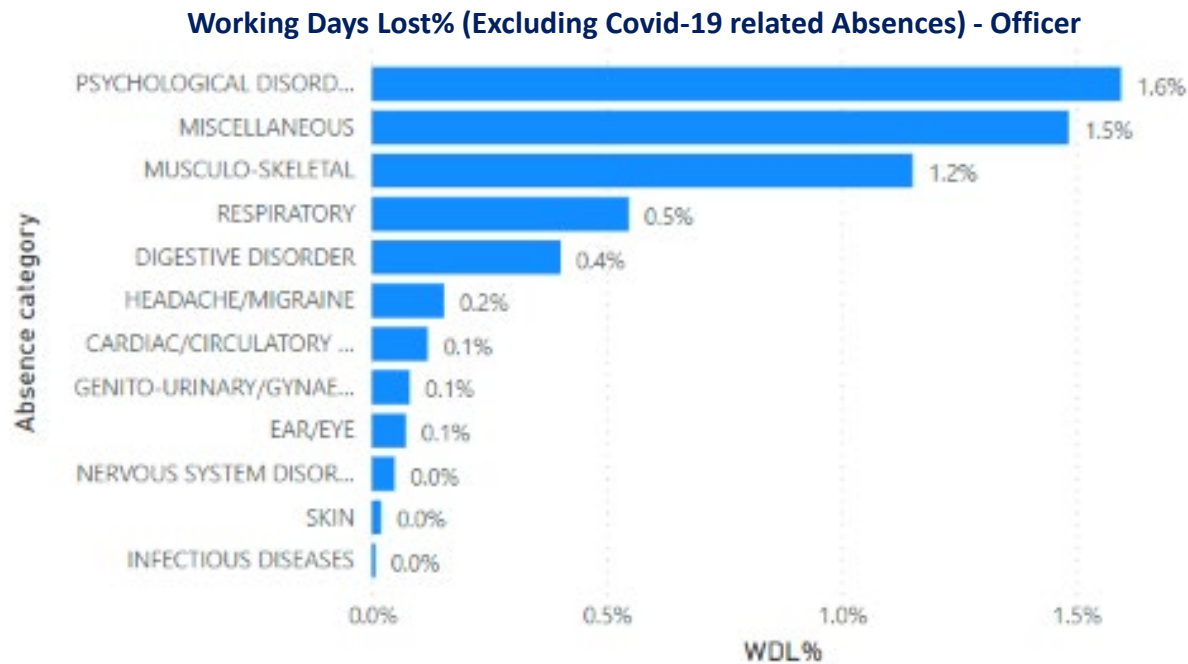**Average Working Days Lost in Q1 - Staff**
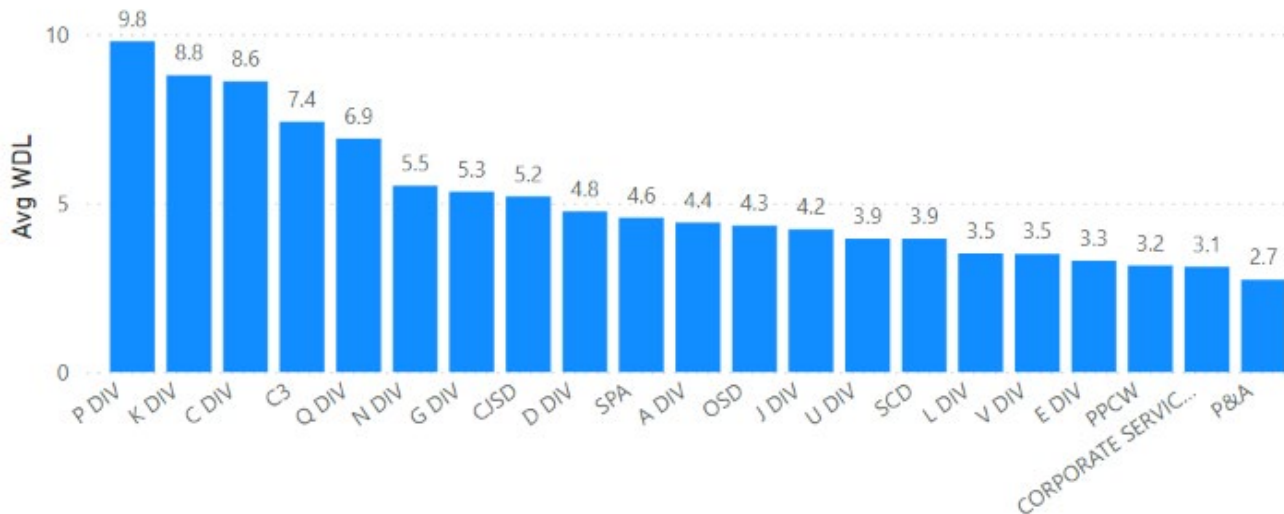


**Forcewide** AWDL to sickness was **4.7 days** for Staff (**down 0.9 days** on Q4), with a 3.6:1.2 non-COVID:COVID split.

YTD: 4.7 (3.6:1.2 non-COVID:COVID)
Projected YE: 18.8

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# People & Development Quarterly MI Report – June 2022

## % of Total Working Days Lost to non-COVID Sickness by Reason – Q1 2022/23
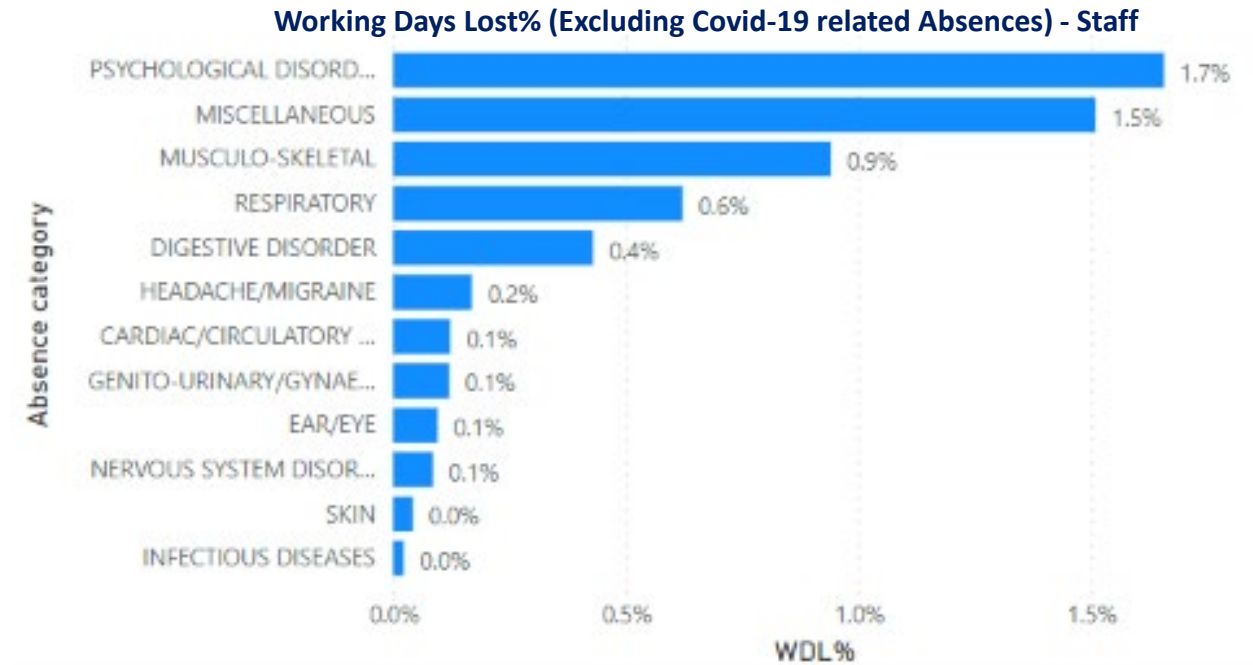


The main causes of non-COVID sickness absence are similar across both Officer and Staff groups.

Psychological Disorders remain the highest cause of sickness absence across both groups this quarter, with a higher percentage of work days lost to this category of illness in the Staff group than in the Officer group.

The absence rate for Psychological Disorders has **decreased** by 0.2% for Staff since Q4, and has remained stable for Officers.

## % of Total Working Days Lost to Psychological Disorders by Business Area – Q1 2022/23



**% Working Days Lost to Psychological Disorders - Officer**

**% Working Days Lost to Psychological Disorders - Staff**

PPCW, C3 and CJSD remain areas of highest Officer absence related to Psychological Disorders. This absence rate has reduced in PPCW (-0.3%) and C3 (-0.7%), and risen by **0.2%** in CJSD since Q4.

In the Staff group, P Division has experienced a (-1.2%) decrease in this absence type during Q1. Small cohorts in Local Policing Divisions can result in significant swings in absence rates. Among areas with the largest staff proportions, small increases in this absence type are noted in C3 (+0.2%), and reductions in CJSD (-1%) and CSD (-0.7%) since Q4.

## Outstanding Return to Work Interviews - Officers – June snapshot
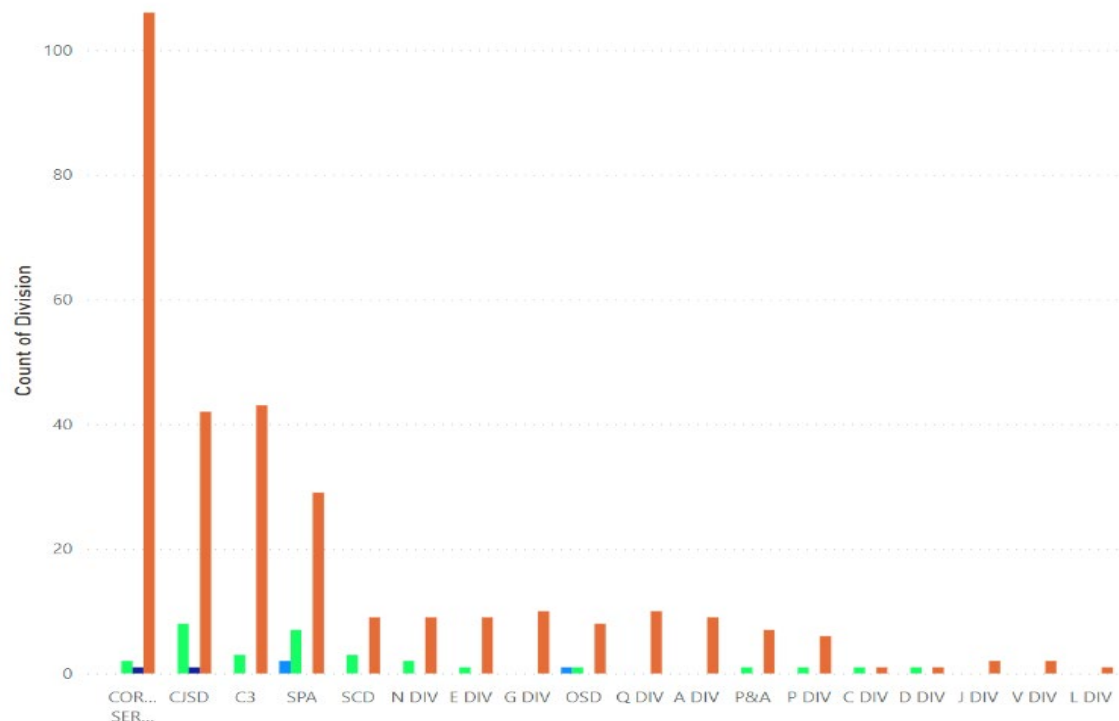
### Outstanding Return to Work Interviews

## *609

⬆ Up **(25%)** on total of 486 as at end of Q4*

**Outstanding Return to Works - Officer**

Outstanding ● >14 Days ● 0-7 Days ● 8-14 Days ● Outstanding RTW
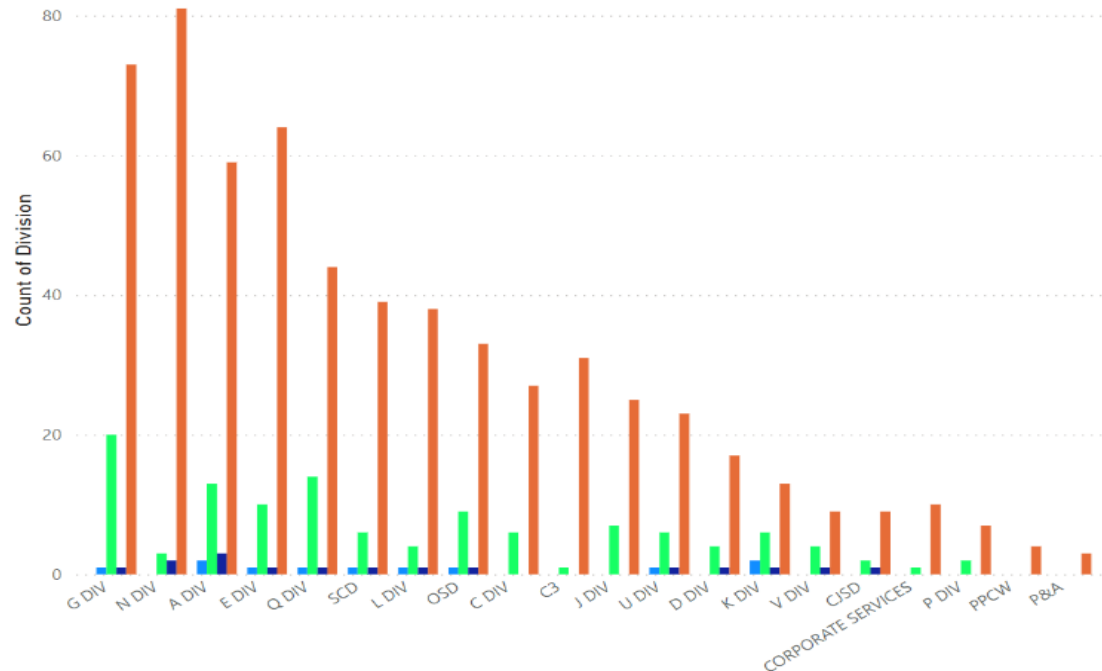


180 return to work interviews were signed by line managers for absences that ended during June.

Of these :-

- 151 (84%) were completed within 7* days of return
- 18 (10%) were completed between 8 and 14 days after return
- 11 (6%) were completed more than 14 days after return

*There is currently no set timescale that RTW interviews have to be completed within, however the Attendance Management policy states these should be completed as soon as possible after the employee returns to work.*

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## Outstanding Return to Work Interviews – Staff – June snapshot

### Outstanding Return to Work Interviews

**\*304**  ⬇  Down **11 (3%)** on total of 315 at end of Q4

**Outstanding Return to Works - Staff**

Outstanding  ● >14 Days  ● 0-7 Days  ● 8-14 Days  ● Outstanding RTW

Count of Division

100

80

60

40

20

0

COR... SER... CJSD C3 SPA SCD N DIV E DIV G DIV OSD Q DIV A DIV P&A P DIV C DIV D DIV J DIV V DIV L DIV

36 return to work interviews were signed by line managers for absences that ended during June.

Of these :-

- 31 (86%) were completed within 7\* days of return
- 2 (6%) were completed between 8 and 14 days after return
- 3 (8%) were completed more than 14 days after return

*\*There is currently no set timescale that RTW interviews have to be completed within, however the Attendance Management policy states these should be completed as soon as possible after the employee returns to work.*

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# People & Development Quarterly MI Report – June 2022

**TOIL Balances**

## 43,718 hrs ⬆️ Up **4,563** hours **(11.7%)** on Q4
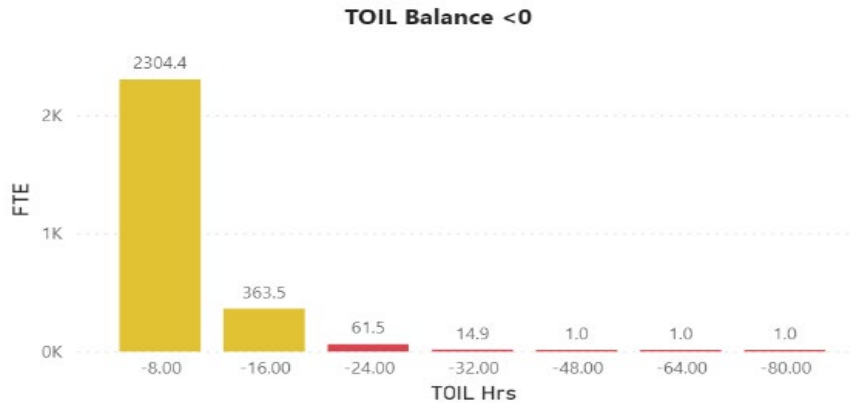


**RRRD Balances**

## *62,375 days ⬇️ Down **6,690** days **(9.7%)** on Q4

*Does not include agency staff or special constables*

**TOIL Balances** currently stand at **9,588** hours for officers and **34,131** for staff, with an approximate total pay value of **£910,403.74**.

**55.2 FTE** hold negative TOIL balances in excess of 16 hours, the permitted limit as per Force Memo PS 034-21 – this is down by 24.2 FTE in the last quarter.

**RRRD Balances** currently stand at **61,121** RRRD for officers and **1,254** for staff, with an approximate total pay value of **£14,494,391.52**.

## TOIL Balances by Business Area – Officers – June snapshot

**TOIL Balance (hrs) by Local Area/Division - Officers**
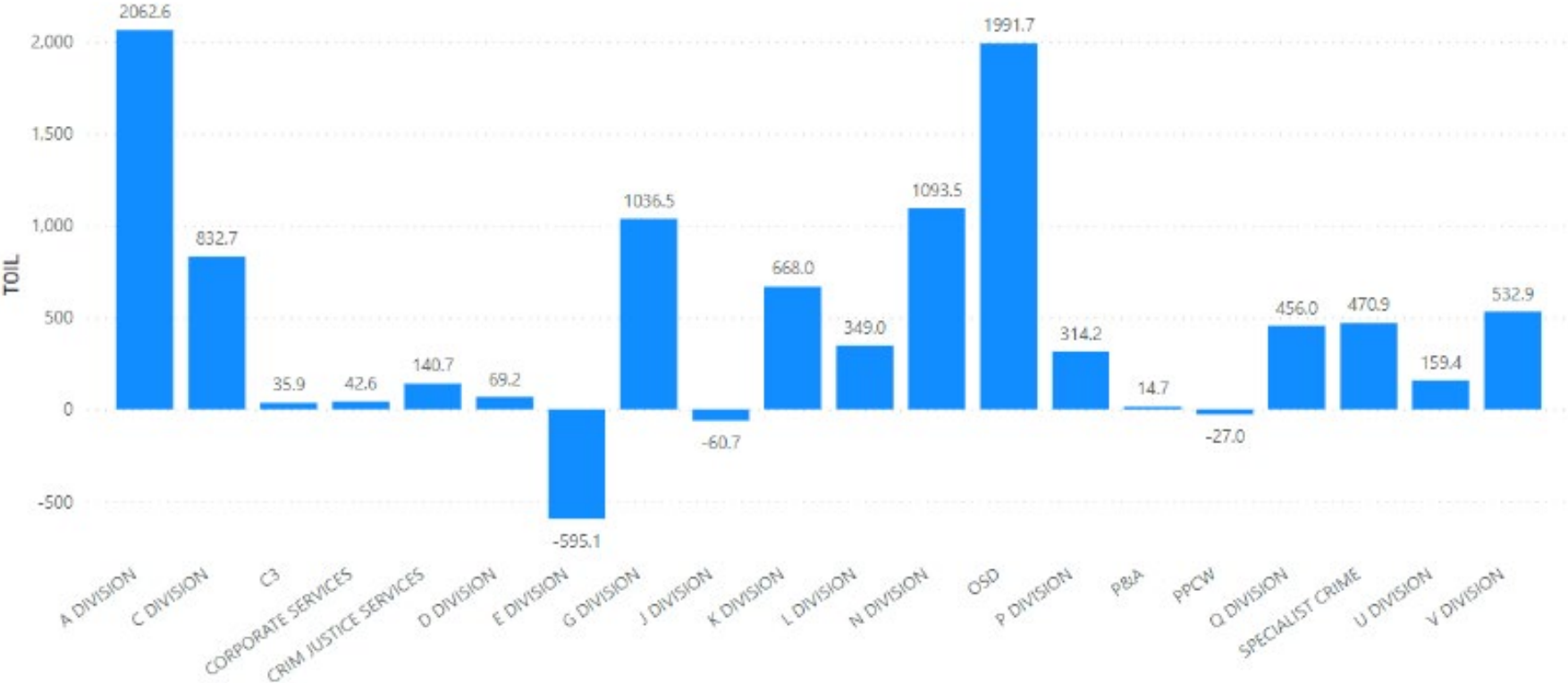


The highest TOIL balance for officers is within A Division, at **2062.6** hours.

The lowest TOIL balance is in E Division, where officers currently appear to owe back **595.1** hours.

# People & Development Quarterly MI Report – June 2022

## TOIL Balances by Business Area – Staff – June Snapshot

### TOIL Balance (hrs) by Local Area/Division - Staff
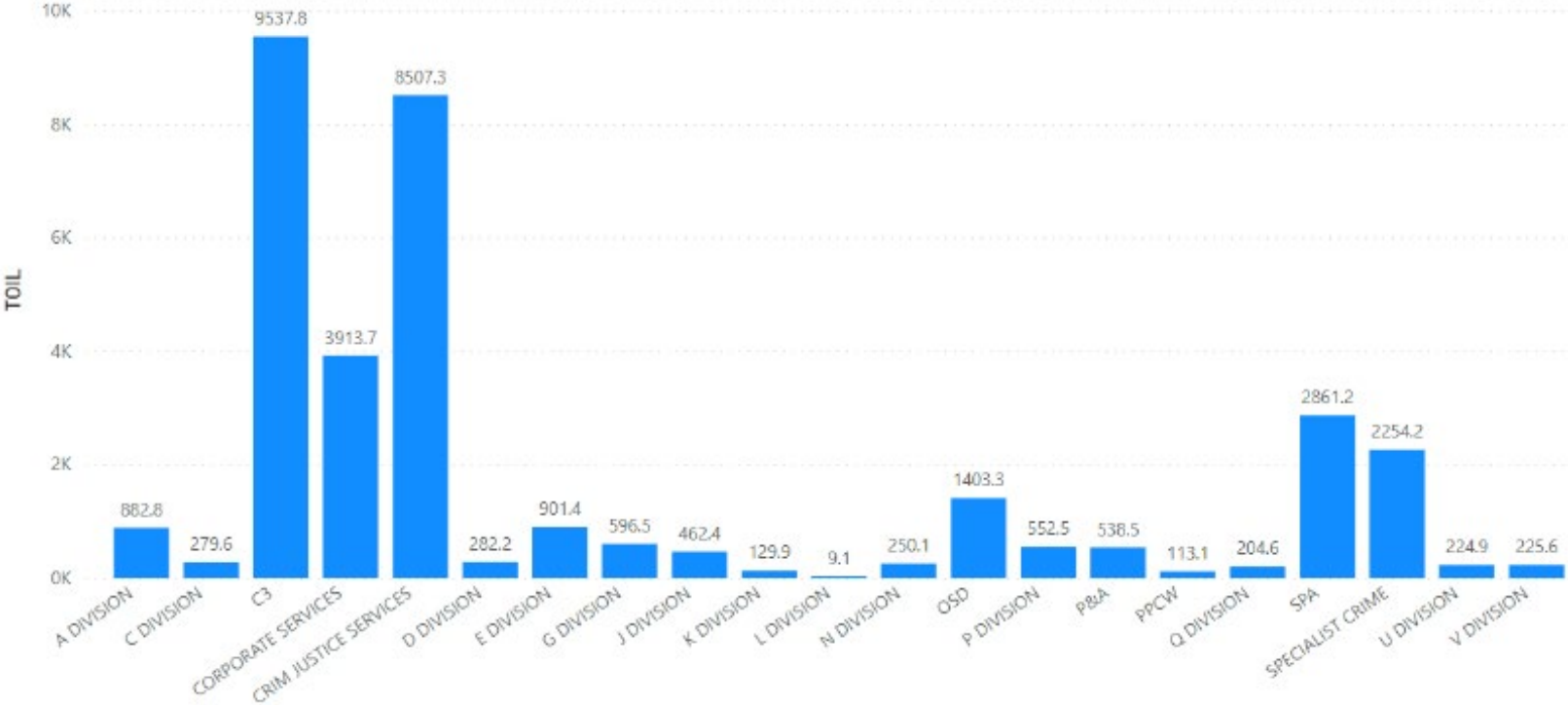


The highest TOIL balance for staff remains in C3, at 9,537.8 hours, followed by CJSD with 8,507.3 hours.

These areas also have two of the largest proportions of members of police staff (18.55% and 14.67% respectively).

# People & Development Quarterly MI Report – June 2022

## RRRD Balances by Rank/Grade and Workforce Proportion – June snapshot

**Officers**

FTE %  ● RRRD %

| Rank | FTE % | RRRD % |
|------|-------|--------|
| PC | 62.26% | 63.53% |
| DC | 15.73% | 11.50% |
| PS | 10.32% | 9.49% |
| DS | 4.09% | 3.49% |
| PI | 3.46% | 4.40% |
| DI | 1.69% | 1.95% |
| CI | 1.01% | 2.28% |
| SUP | 0.53% | 1.26% |
| DCI | 0.46% | 0.74% |
| DSU | 0.22% | 0.51% |
| CS | 0.17% | 0.60% |
| DCS | 0.05% | 0.26% |

FTE % and RRRD %

**Staff**

FTE %  ● RRRD %

| Grade | FTE % | RRRD % |
|-------|-------|--------|
| GRADE 3 | 26.04% | 29.59% |
| GRADE 4 | 23.90% | 33.25% |
| GRADE 5 | 13.51% | 9.73% |
| GRADE 2 | 9.77% | 5.10% |
| GRADE 7 | 8.02% | 9.97% |
| GRADE 6 | 6.55% | 2.71% |
| GRADE 8 | 4.52% | 3.11% |
| GRADE 9 | 2.84% | 1.83% |
| GRADE 10 | 2.10% | 2.15% |
| GRADE 1 | 1.40% | 0.40% |
| GRADE 11 | 0.58% | 1.04% |
| GRADE 13 | 0.42% | 0.48% |
| GRADE 12 | 0.35% | 0.64% |

FTE % and RRRD %

**Officer group significant variations:**

- PI (**3.46%** of officer FTE, **4.40%** of RRRDs)
- CI (**1.01%** FTE / **2.28%** RRRDs)
- PS (**10.32%** FTE / **9.49%** RRRDs)
- DC (**15.73%** FTE / **11.50%** RRRDs)
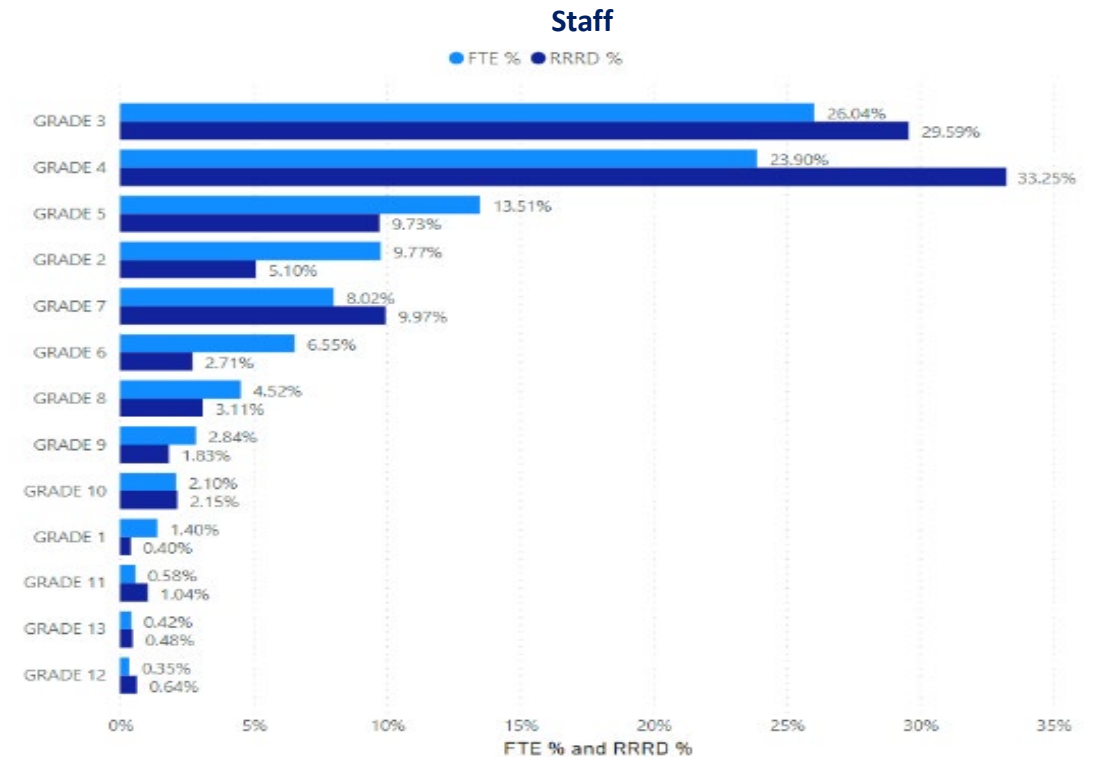
**Staff group significant variations:**

- Grade 4 (**23.90%** of staff FTE / **33.25%** RRRDs)
- Grade 7 (**8.02%** FTE, **9.97%** of RRRDs)
- Grade 5 (**13.51%** FTE / **9.73%** RRRDs)
- Grade 6 (**6.55%** FTE / **2.71%** RRRDs)

## RRRD Balances by Business Area and Workforce Proportion – June snapshot

**Officers**



**Staff**



The variance patterns of RRRD data continue to indicate that there is a stronger relationship between RRRDs and **business area** than rank/grade.
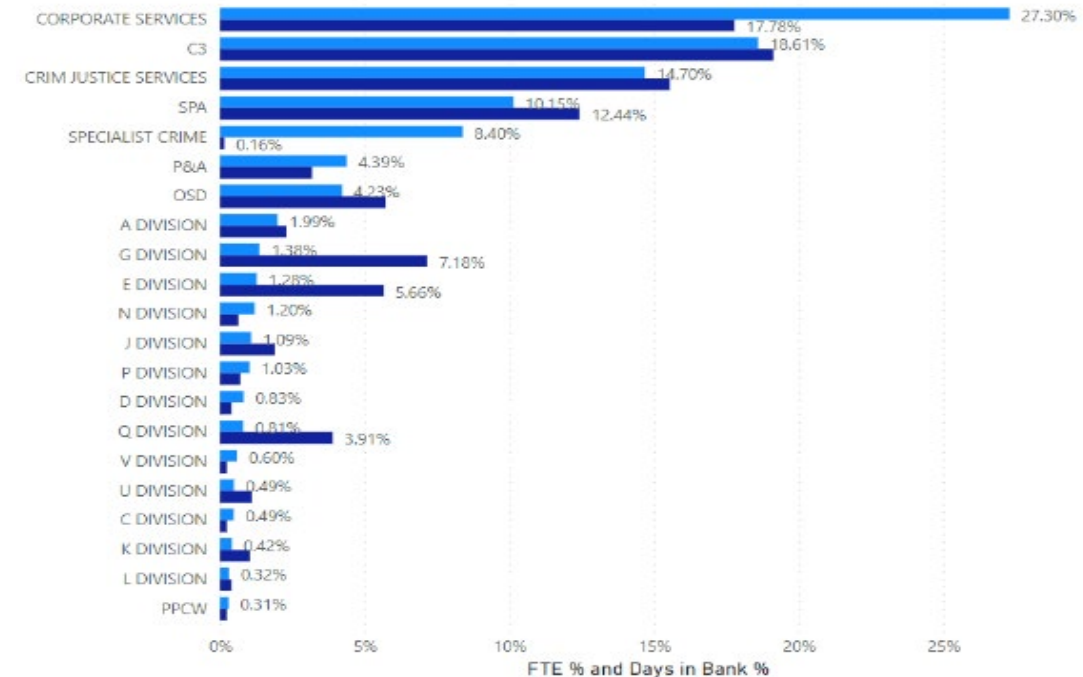
**Officer group significant variations:**

- Q Division (**7.81%** of officer FTE / **11.35%** RRRDs)
- G Division (**14.25%** FTE, **16.05%** of RRRDs)
- J Division (**4.94%** FTE / **3.12%** RRRDs)
- D Division (**5.30%** FTE / **2.56%** RRRDs)

**Staff group significant variations:**

- SPA (**10.15%** of staff FTE, **12.44%** of RRRDs)
- G Division (**1.38%** FTE / **7.18%** RRRDs)
- Specialist Crime (**8.40%** FTE / **0.16%** RRRDs)
- Corporate Services* (**27.30%** FTE / **17.78%** RRRDs)

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*Not all Corporate staff are eligible for RRRDs

# People & Development Quarterly MI Report – June 2022

## Average RRRD by Rank – Officers – June snapshot

**AVG RRRD by Rank**
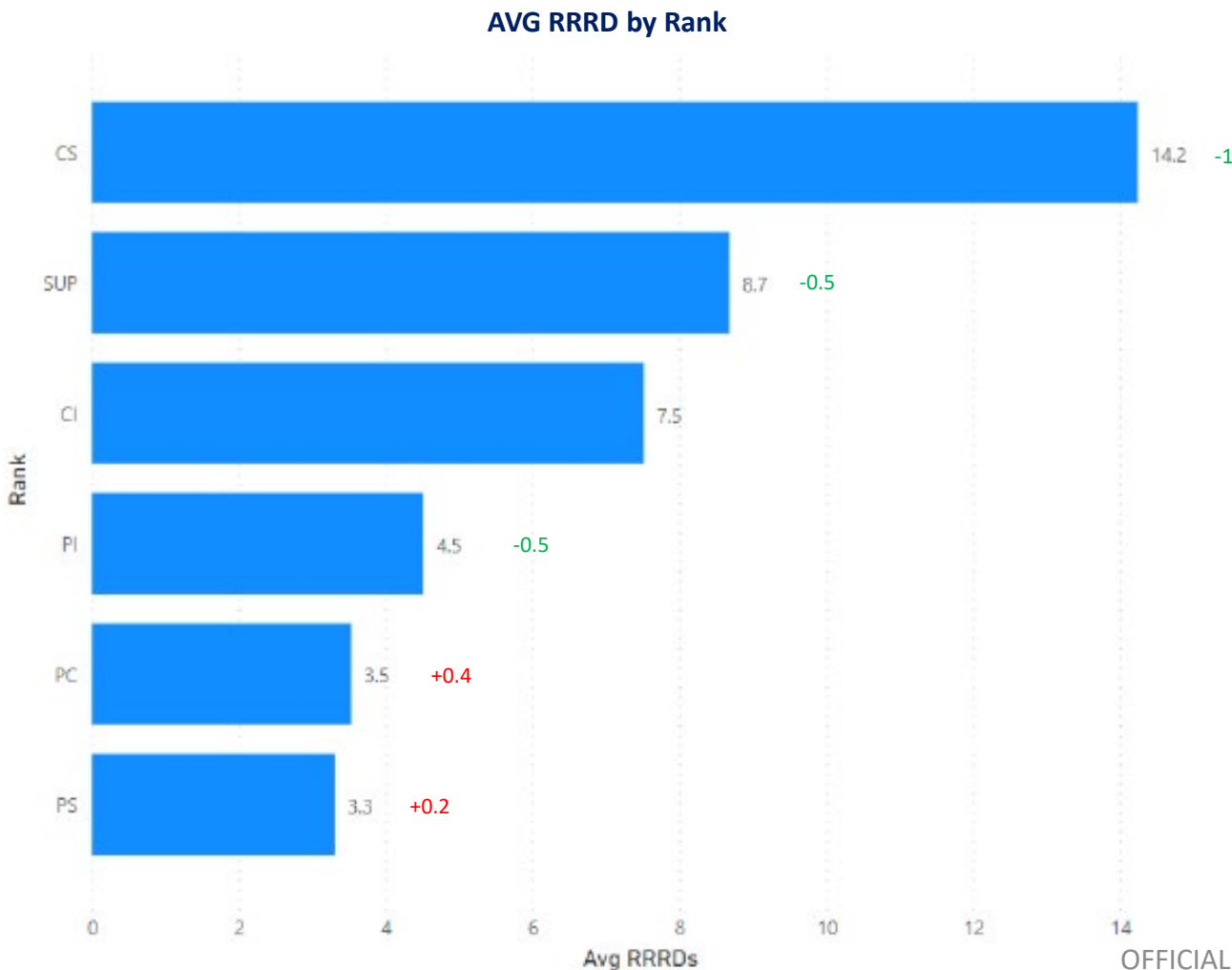


This graph shows how many RRRDs the "average" officer* at each rank had banked as at 30 June. Detective ranks have been amalgamated into a single bar per rank.

The more senior in rank, the more RRRDs in the bank an average officer tends to have.

The majority of ranks have seen a decrease in the average number of RRRDs over the last quarter. CI has recorded no change in averages in comparison to the last quarter and the ranks of PC and PS have seen an increase.

Changes to averages since the last quarter (March 2022) are illustrated in red (average increased) or green (average decreased) text.

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*Excludes ACC ranks and above

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## Average RRRD by Grade – Staff – June snapshot

**AVG RRRD by Grade**
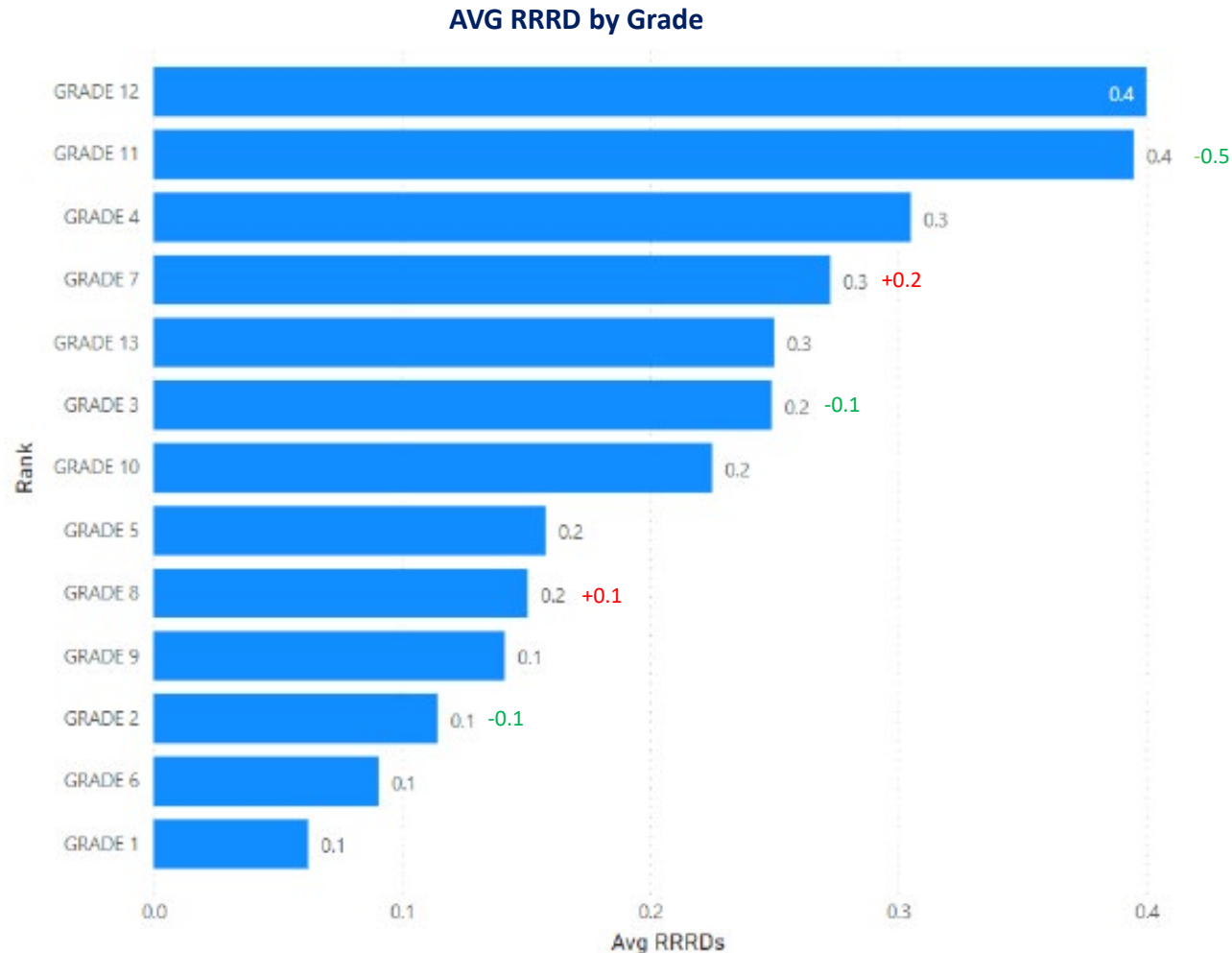


This graph shows how many RRRDs the "average" staff member at each grade had banked as at 30 June 2022.

Changes to averages since the last quarter (September 2021) are illustrated in red (average increased) or green (average decreased) text.

It should be noted that this graph compared each Grade against the full workforce data set, but not all staff are likely to be eligible for, or need to use, RRRDs.

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## Modified Duties – June snapshot

**Mod Duty Type - Officers**

IHR RETAINED 1.81%
PROTECTED 9.85%
REHABILITATIVE 18.2%
EXTENDED REH... 44.07%
RESTRICTED 26.08%

**Mod Duty Type - Staff**

PROTECTED 4.2%
LIGHT 95.8%
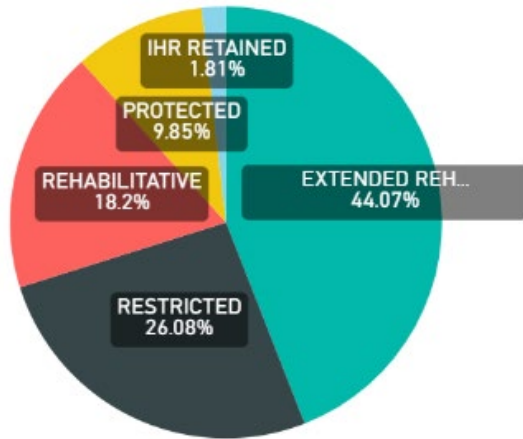
| Mod Duty Type | PSI Count | Change |
|---|---|---|
| EXTENDED REHABILITATIVE | 828 | -78 |
| IHR RETAINED | 34 | -2 |
| PROTECTED | 185 | 28 |
| REHABILITATIVE | 342 | 29 |
| RESTRICTED | 490 | 41 |
| TOTAL | 1879 | 18 |

| Mod Duty Type | PSI Count | Change |
|---|---|---|
| EXTENDED REHABILITATIVE | 0 | 0 |
| LIGHT | 115 | -4 |
| PROTECTED | 5 | -4 |
| REHABILITATIVE | 0 | 0 |
| TOTAL | 120 | -8 |
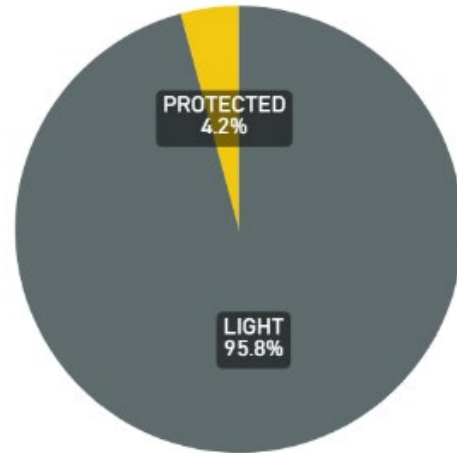
**26.6%** (+3.6%) of Officer and **35.6%** (+8.4%) of Staff Modified Duties either do not have or are past review date.

**Duration**

| | |
|---|---|
| Less than 12 weeks | 431 |
| Less than 12 months | 763 |
| Less than 2 years | 342 |
| Less than 5 years | 333 |
| Less than 10 years | 126 |
| More than 10 years | 5 |
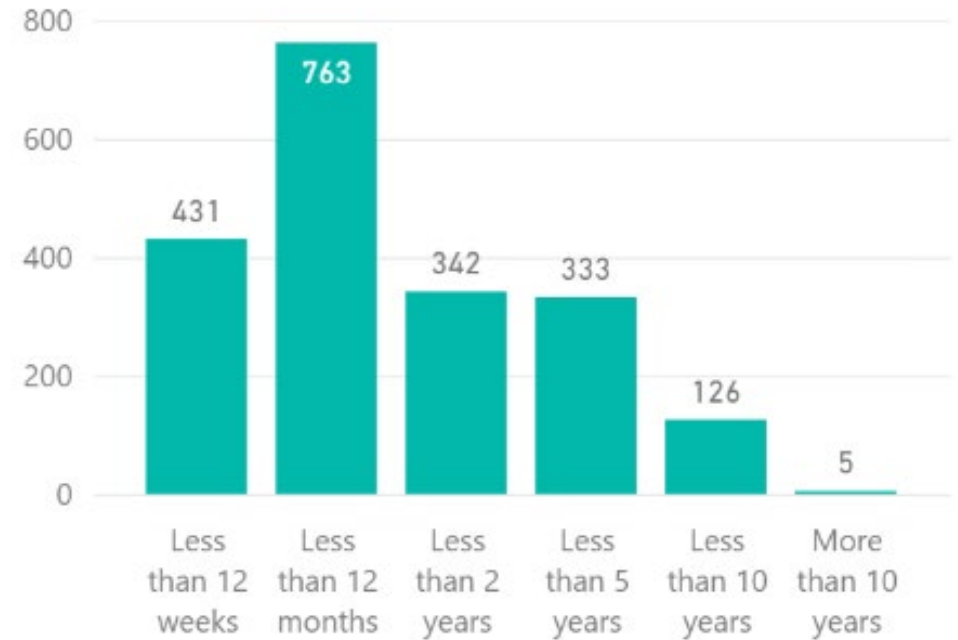
**482** new instances of Modified Duties during Q1 2022/23

**464** Modified Duties (23.20% of total) have persisted beyond two years
**131** Modified Duties (6.55% of total) have persisted beyond five years

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## SCoPE Errors