

OFFICIAL



SCOTTISH POLICE
AUTHORITY
ÙGH DARRAS POILIS NA H-ALBA

SPA People Committee

Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Update/Comments
COMMITTEE MEETING HELD 25 FEBRUARY 2025					
PC-20250225-001	Re Rostered Rest Days: Underlying reason for increase in RRRD to be provided.	Katy Miller, Director of P&D	OPEN	29 May 2025	22/05: Briefing note circulated with papers and appended to this action log. PROPOSE TO CLOSE
COMMITTEE MEETING HELD 27 NOVEMBER 2024					
PC-20241127-001	Occupational Health Self-Referral: Wellbeing report to include understanding of the rationale for self-referral not being an option that is available to the workforce. Benchmarking to be done to explore good practice in this regard.	Damian Shannon, Wellbeing Manager	ON GOING	25 February 2025 29 May 2025	22/05: Briefing note circulated with papers and appended to this action log. PROPOSE TO CLOSE

OFFICIAL

OFFICIAL

Action No	Action	Action Owner	Status	Expected Date of Completion	Update/Comments
COMMITTEE MEETING HELD 30 MAY 2024					
PC – 20240530- 001	Injury on duty: A deep dive of staff and Officer injury on duty to be undertaken, with outcomes provided to the Committee.	Director of People and Development, Police Scotland	ON GOING	25 February 2025 29 May 2025	19/05: A paper outlining findings of an analysis of causal factors has been submitted to May SPA People Committee under agenda item 2.2 PROPOSE TO CLOSE

OFFICIAL

BRIEFING PAPER FOR INFORMATION OF SCOTTISH POLICE AUTHORITY

FOR INFORMATION	
For Publication	Yes
Date Created	17/03/2025
Author / Approved by	ACC Sutherland/ DCC Connors
Attachments: No	

BRIEFING PAPER – Cancelled Rest Days

PURPOSE

PC–20250225- 001 The purpose of this paper is to provide information on the causes and drivers that contributed towards an indicated increase of cancelled rest days between Q2 and Q3 as reported at the People Committee of February 2025.

BACKGROUND

The Strategic Dashboard presented to the SPA People Committee in February 2025, showed an 11 % increase in the number of rest days being cancelled from 28 813 (Q2) to 32 260 (Q3).

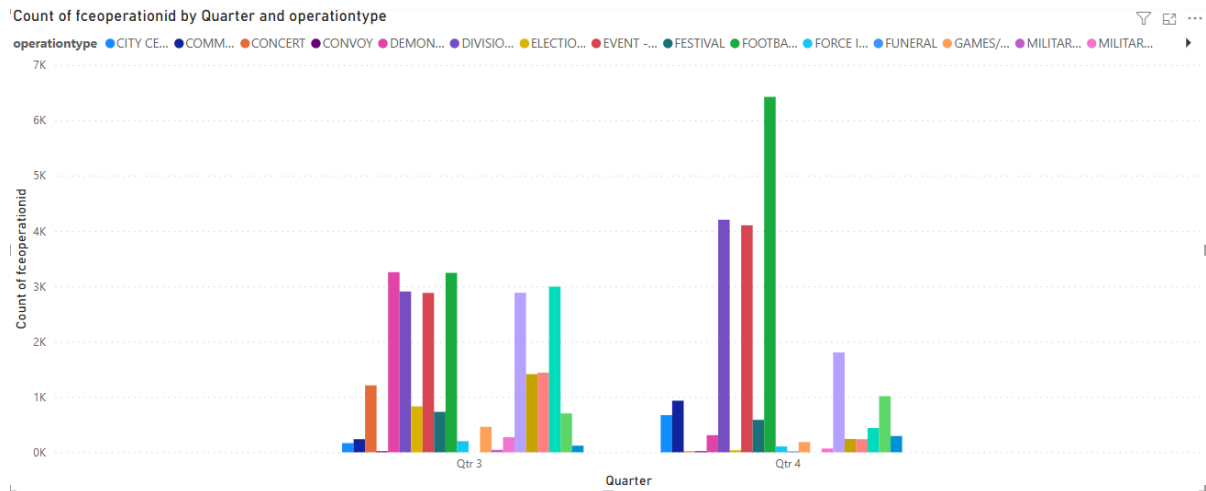
The aim of this paper is to provide context for this observed increase.

FURTHER INFORMATION

A review of the operations being resourced in Q3 (2024/2025) showed that there was a significant increase in the staffing for Divisional Initiatives, Events other and Football compared to the previous quarter (Q2) (see Table 1 below). Please note that on SCoPE, the reports run on the calendar rather than financial year. Therefore, Q4 on SCoPE equals Q3 in the financial year).

This correlates to the increased risk identified in 2 areas, namely Operation Moonbeam and late notice football changes, especially around the revised European Fixtures and Cup Games.

TABLE 1: FCE Operational by Quarter and Operational Type



This would indicate that the 11% increase in cancelled rest days is due to an increase in last minute duty changes required to resource significant operations across the force. However, this measure of counting cancelled rest days across the force is determined by counting the number of Re-Rostered Rest Days (RRRD) retained in the SCoPE RRRD banks. This is an inaccurate means of showing the number of rest days being utilised as;

- Its only reflects the total number of rest days currently in the bank and not the number cancelled over the time periods being analysed.
- Whilst significant work has been ongoing to reduce the number of banked rest days (In March '24, 41,094 RRRD's were banked compared to March '25 where 28,288 RRRD were banked), a large number of those banked are historical and not related to recent duty changes.
- The figure in the Strategic Dashboard refers to "cancelled rest days". This figure does not distinguish between "cancelled" and "re-rostered" rest days where:
 - Cancelled Rest Days are those where a payment is applied
 - Re-rostered Rest Days are those where the rest day is made a working day and rest is re-allocated within 17 weeks or up to 1 year. Practice since October 2023 has been that rest days should be re-rostered within 4 days of notification of being worked.

CONCLUSION

Overall, the increase in cancelled rest days is due to last minute duty changes associated with increasing in staffing required for Events (Divisional and other) and late notice football matches.

There has been a **significant year on year reduction in rest day utilisation** (circa 37%) due to several initiatives that are ongoing. These include:

- Review of Operations with a view to reducing staffing levels.
- Utilisation of more on duty resource from across a geographical area including national divisions.

OFFICIAL

- Earlier forward planning with greater use of officers notified out with the 91 days roster notification.
- Ongoing work with CJSD to reduce officer citation on rest day.

Furthermore, officer and staff wellbeing remains a priority for Police Scotland. In 2025/2026, £500,000 is being distributed across the force to support initiatives that will promote officer and staff welfare based on feedback from the workforce surveys and Divisional People Plans.

In relation to providing more accurate and meaningful data, the Resource Deployment Unit are currently working with P&D Performance Reporting to provide updated reporting which differentiates between Cancelled and Re-Rostered Rest Days.

OFFICIAL

BRIEFING PAPER FOR INFORMATION OF SCOTTISH POLICE AUTHORITY

FOR INFORMATION	
For Publication	Yes
Date Created	7 May 2025
Approved by	Director of P&D
Attachments: No	

BRIEFING PAPER – Occupational Health and Self-Referral

PURPOSE

PC–20241127- 001 The paper outlines the organisations current approach to referral to occupational which does not include a self-referral option available to the workforce.

BACKGROUND

Occupational health helps to minimise any health risks associated with work and provide expert advice and guidance on fitness for role and how and when a return to work can be facilitated. Occupational health is not the primary health carer. They provide various medicals, immunisations and access to physiotherapy, but they do not diagnose, treat or prescribe medication. Our GPs and other NHS services are the primary carer.

Self-referral to the occupational health service has limitations on how much assistance can be given for workplace matters unless management are involved. Most occupational health issues can only be addressed if the line manager is aware of the circumstances. Without knowledge of a problem the manager cannot be expected to give appropriate support, so in instances of work-related health matters, the management referral process is advised.

For officers and staff seeking support we do have a self-referral option in the form of our employee assistance programme (EAP). The 24/7 EAP services provide a programme of support, advice, information and counselling assessing the individual's needs, both personal and work related, and providing the most appropriate therapeutic interventions to ensure that Police Scotland and SPA's requirements are met. The type and duration of support driven by need. The 'Stepped Care Model' of mental health interventions and treatments, ensures that the most effective less intensive treatment is delivered to staff and officers first; only 'stepping up' to intensive/specialist services as clinically required. Staff and officers deemed to benefit from counselling immediately will receive this, available 24/7/365. However, if there is

OFFICIAL

complexity or a need for a specific intervention or treatment, a transfer can be made into the in-house secondary mental health services for a full psychological assessment and support.

FURTHER INFORMATION

In conclusion and after some consultation with the clinical team at Optima Health it was found that self-referral is not something used across occupational health commonly. As stated above it can bring various challenges to the organisation and often offers little benefit to the organisation. This is a position we will continue to monitor.

OFFICIAL