

NOT PROTECTIVELY MARKED

For Information	
Public/Non Public*	Public
Report to:	Strategic Resources and Performance
Date of Meeting:	13th September 2016
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Agenda Item:	7

*If Non Public, please state under which category number from the guidance in the space provided.

Case Management position as at 30th June 2016

1. Purpose of the Report

1.1 To provide a summary of current discipline investigations, grievances, UPP and sickness absence.

2. Recommendations

2.1 To note for information.

3. Reasons for Recommendations

3.1 Summary position of HR case management.

4. Summary of Key Points

Summary of grievances

As at the end of June 2016 there were 10 formal grievances notified to HR. Table 1 below provides a summary by division / department.

Table 1 – Grievances as at end of June 2016

Division / Department	Number
Operational Policing	2
Investigations and Intelligence Command	2
EMCJS	1
Contact Management	2
Enabling Services	2
Ex-employee	1
Total	10

Summary of police staff discipline cases

As at the end of June 2016 there were 14 'live' disciplinary investigations for police staff. Table 2 below provides a summary.

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Table 2 - Discipline cases as at end June 2016

	Number
Operational Policing	3
Investigations and Intelligence Command	3
EMCJS	5
Contact Management	1
EMOpSS	1
Enabling Services	1
Total	14

Table 3 below provides a monthly breakdown during 2016/17 of 'live' discipline cases as at the end of each month.

Table 3 – Live discipline cases as at 2016/17 month end

	April 16	May 16	June 16
Operational Policing	4	2	3
Intelligences and Investigation Command	2	2	3
EMOpSS	1	1	1
Enabling Services	2	1	1
Contact Management	3	1	1
EMCJS	2	5	5
Total	14	12	14

UPP

As at the end of June 2016 one individual (police staff) was being progressed through formal UPP.

Sickness

Table 4 below summarises rolling 12 month rolling sickness data to the end of May 2016 - percentage of available hours.

Table 4 - 12 month rolling sickness data as at end of May 2016

	Officers	Police Staff
City	4.20%	5.63%
County	4.19%	3.87%
Corporate Services	8.55%	3.85%
Crime and Justice Regional	9.47%	6.79%
Crime and Intelligence Command	3.83%	4.21%
Public Protection	7.23%	8.84%
EMOpSS	3.49%	0.76%
Contact Management	13.22%	9.49%
Regional	0.94%	1.49%
Force-wide	4.71%	5.63%

Reviewing the month of May 2016 in isolation, a breakdown by divisions/ departments is shown in table 11 below:-

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Table 5 - Sickness for the month of May 2016.

	Officers	Police Staff
City	4.11%	2.65%
County	3.48%	2.43%
Corporate Services	7.51%	4.05%
Crime and Justice Regional	5.31%	4.44%
Crime and Intelligence Command	3.40%	1.47%
Public Protection	4.10%	4.63%
EMOpSS	4.41%	0%
Contact Management	9.83%	7.23%
Regional	0.19%	1.16%
Total	3.97%	3.92%

The above data represents a decrease from the monthly April data.

Some HR activities taking place on Attendance Management include:-

- holding 'surgery' / 'clinics' to support line managers on attendance management
- Attending SMT / People Meetings to review / discuss sickness
- Liaising with line management to provide advice and support at formal stage 1, 2, 3 meetings (incl. attending, and pre-meetings).
- Liaising with Leicestershire, Northamptonshire and other forces to identify if good practice in attendance management within PP, Contact Management and Custody, and identify potential further interventions.
- Providing sickness information to divisional / department SMT and second line managers e.g.
 - individuals long term sick
 - outstanding stage 1,2 or 3 formal management meetings
 - stage 1,2,3 meeting completion rates
 - sickness data

I-Quanta sickness benchmarking

Nationally on average across all police Forces, sickness rates for officers and police staff have recorded a year on year increase since March 2014.

For Officers, the difference between the Force's absence rate and the national average was lower in March 2016 (0.2%) than in March 2014 (0.5%).

For MSG's, Nottinghamshire Police were 4th out of the eight forces for Officers, and 6th for Police Staff.

A summary of a selection reporting periods for officers and police staff, is as follows:-

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Table 6 - Officers

Date	Nottinghamshire rank	Nottinghamshire sickness rate	Average national sickness rate
March 2012	41 st	5.1%	3.6%
March 2013	34 th	4.7%	4.0%
March 2014	33 rd	4.3%	3.8%
March 2015	17 th	4.0%	4.1%
Sept 2015	19 th	4.3%	4.2%
March 2016	25 th	4.6%	4.4%

Table 7 – Police Staff

Date	Nottinghamshire rank	Nottinghamshire Police staff sickness	Av national % staff sickness
March 2012	32 nd	4.3%	3.9%
March 2013	27 th	4.2%	4.0%
March 2014	27 th	3.9%	3.8%
March 2015	18 th	3.9%	4.2%
Sept 2015	35 th	4.8%	4.2%
March 2016	34 th	5.1%	4.4%