

Committee:	Date:
Police- Performance and Resource Management Sub Committee	30 th May 2013
Subject: Human Resources - Monitoring Information April 2012 – March 2013	Public
Report of: Commissioner of Police Pol 23/13	For Information

SUMMARY

This report sets out the Force's Human Resources monitoring data for the 12 month period from 1st April 2012 to 31st March 2013. The data has been presented in the format previously agreed by your Committee.

The data in the report includes information on:

- Force strength - which is currently 775 (rounded FTE) Officers and 394 Police Staff (including PCSO's).
- Joiners and leavers - 6 officers joined the Force during this period and 50 left. There have been 87 new police staff joiners, and 58 leavers.
- Ethnicity - The proportion of regular officers from an ethnic minority in the Force is 5.8%.
- Sickness - average working days lost are for Staff 7.5 days and for officers 5.4 days
- Grievances – There have been 10 grievance cases, involving 2 officers and 8 members of staff.

Recommendation

It is recommended that:

Members note the contents of this report.

Main Report

Background

1. Your Committee resolved that Human Resources Performance Monitoring reports should be received at six monthly intervals. This

report therefore provides information for the 12 months from 1st April 2012 to 31st March 2013.

Current Position

2. The data has been presented in the format previously agreed by your Sub Committee. Under the Equality Act 2010, equality and diversity data may be provided against nine protected characteristics: Gender, Religion and Belief, Race, Gender Reassignment, Disability, Age, Pregnancy and Maternity, Marriage and Civil partnership and Sexual Orientation. The review / equality impact assessment will, in time, include all aspects as we build the data held.

Work Force Management

3. There is currently an overall strength of 775 (rounded FTE) officers against an establishment of 712.5 officers. The establishment is based on the new City First model implemented on the 1st April 2013. Given the restricted options for reducing police officer numbers in that there is no option to make them redundant, we are managing down to strength over a planned 3 year period in a controlled way currently using natural wastage through leavers, transferees and retirements in line with the medium term financial plan. There has also been a recruitment freeze for Police Officers, although this is currently under discussion.
4. For Support Staff the strength is 394 (rounded FTE) against an establishment of 422.5. This includes PCSO's and fixed term contracts but excludes agency workers (of which there are 57) who are mainly employed to deliver time limited projects and transitional arrangements to the new structure. The establishment is based on the new model implemented on the 1st April 2013.

Rounded FTE		31 st March 2010	31 st March 2011	31 st March 2012	1 st April 2013
Officers	Estab	862	878	886	712.5
	Strength	846	872	822	775
Staff	Estab	374	417	412	422.5
	Strength	309	337	330	394
PCSO's (included in the Staff numbers)	Estab	52	52	52	16
	Strength	52	44	38	16
Specials	Estab	75	100	100	100
	Strength	79	84	99	89
Volunteers	Strength	0	4	24	25

Retention

Police Officers

5. During the period under review, 50 officers left the City of London Police.

Reason	2011 /12	2012/13
Deceased in service	0	0
Dismissed	3	1
Medical Retirement	0	0
Retirement	29	37
Transfer	5	5
Resignation	11	7
Total	48	50

Special Constabulary

Reason	2011 /12	2012/13
Deceased in service	0	0
Resignation	6	9
Joined Regulars	0	1*
Total	6	10

*Joined another force

Support Staff

Reason	2011 /12	2012/13
Deceased in service	0	0
Dismissed	1	1
Medical Retirement	0	1
Retirement	5	11
Transfer	0	1
Resignation (inc end of contract)	30	43
(To join the Police Service, not CoLP)	1	1
Total	37	58

Recruitment

Police officer recruitment

6. Five Officers started during the period, 4 transferees and 1 secondment.

Special Constabulary recruitment

7. No Specials were appointed during this period.

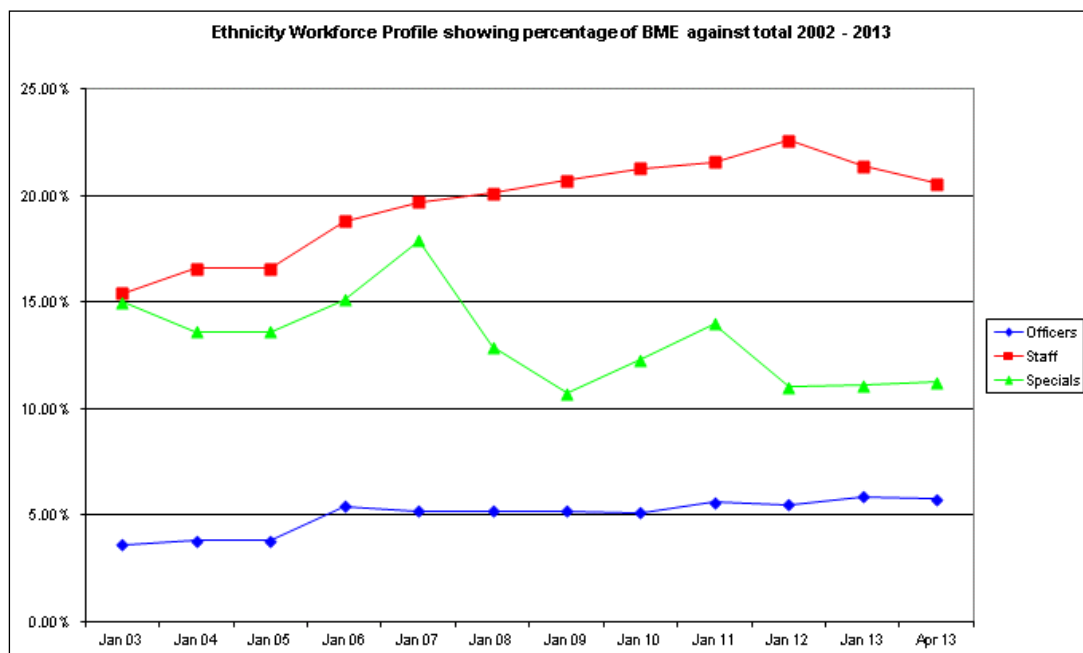
Support staff recruitment

8. Eighty seven individuals have been appointed during this period.

Equality & Diversity elements

Ethnicity

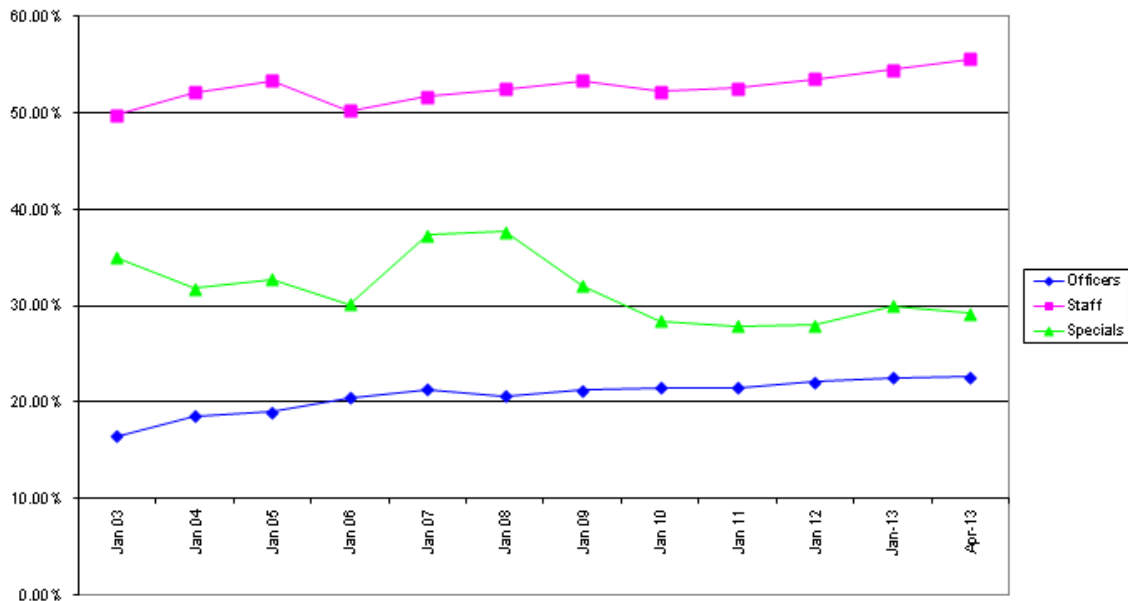
9. The graph below shows the percentage change, over the last 10 years, of the proportion of black and other minority ethnic staff and officers against the total workforce. In the case of officers there has been slow growth in percentage terms from 3.6% in 2003 to 5.8% in 2012. Future growth will be affected by the controlled recruitment plan now in place.
10. Over the last 12 months, it can be seen that in the case of staff the percentage of black and other minority ethnic staff has slightly decreased from 22.5% to 21.4%. The percentage of police officers has also fallen slightly. In the case of Specials the percentage has remained fairly consistent from 11% to 11.11%.



Gender

11. During the 10 years 2003 - 2013 the percentage of female officers has steadily grown to 22%. Support staff female representation is 55.6%.

Workforce Female Gender Profile 2002 - 2013



Disability

12. There are 34 Officers, 23 Support Staff and 3 Special Constables who regard themselves as having a disability.
13. Currently 29 officers and 16 staff are working under either recuperative or restricted duties. These restrictions may or may not amount to a disability. All restricted and recuperative duties are reviewed regularly.

Sexual Orientation

14. All Officers and Support Staff, are invited to self define their sexual orientation. Across the whole workforce 15 have indicated that they are Bisexual or Gay / Lesbian.

Age

15. The age profile of Police Officers spans from 21 to 60 plus
16. The age profile of the Support Staff ranges from 20 to 60 plus. There are 3 staff members over 65 and 14 who are between 60 and 65. Specials range from 21 to 65.

Religion and Belief

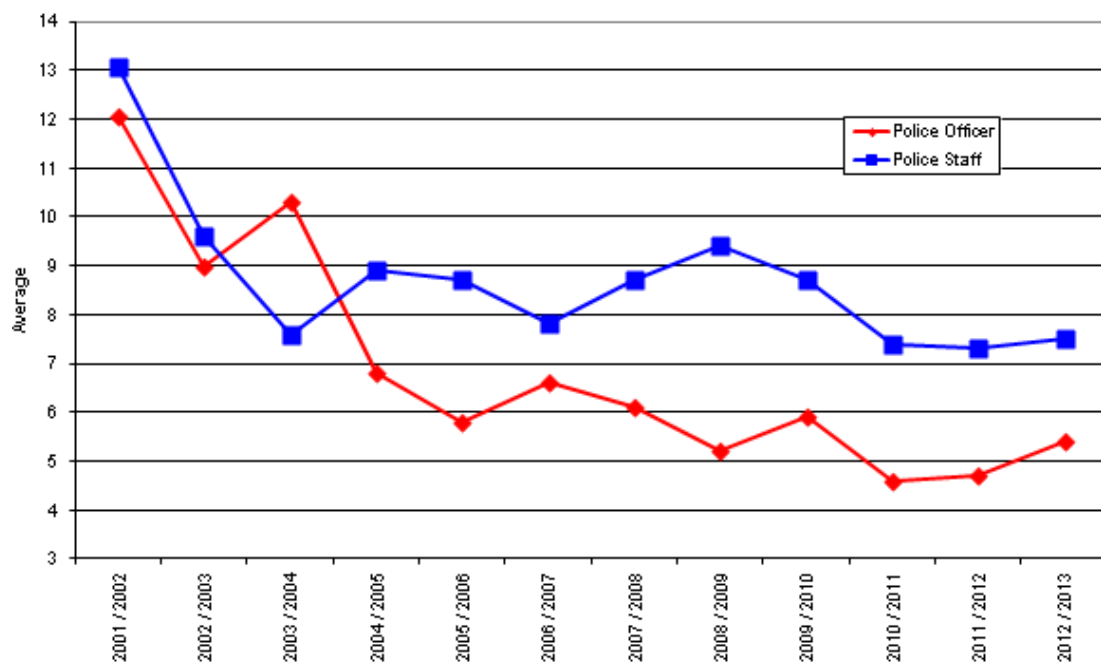
17. Currently 35.7% of the workforce regard themselves as Christian, 2.6% as Muslim, 2.6% as another religion or belief, 23.4% as having

no religion or belief and the remaining 35.7% have not disclosed a religion or belief.

Sickness Management

18. The Home Office and HMIC monitor sickness absence by working hours lost against “available working hours”. During the period under review working hours lost were 37,757 for officers and 21,196 for Support Staff. In percentage terms (working time lost / contracted hours available) this is 2.7% for police officers and 3.6% for Support Staff.
19. The City of London and other organisations use working days lost as a comparator. The average working days lost, for officers is 5.4 against a target of 6 and staff 7.5 against a target of 7. Excluding long term sickness the average is reduced to 2.6 and 4.3 respectively. It should be noted that there were particular circumstances that contributed to the final figure of 7.5 for support staff, those being natural uncertainty around changes brought in by City First, (although a number of support mechanisms were in place) and a number of teams running below strength thereby increasing workloads for others. In addition, the most affected group of staff were PCSOs, who experienced a high level of sickness and were one of the groups most affected by the City First Change Programme with a significant reduction in post numbers in the new model.

Police Officer & Police Staff Sickness: average working days lost



50.8% (2,212 days) of officer sickness is long term and 42.7% (1,250 days) Support Staff sickness is similarly long term

Grievances

20. During the period 1st April 2012 and 31st March 2013 there were 10 grievance cases, involving 2 officers and 8 members of staff. Two of the above grievances have been resolved and are now closed. Eight are still live and under investigation.
21. As a result of at least one grievance, the Force has assessed that in certain cases it may be appropriate to use team mediators. This has been trialled in one case and if successful we will look to making it more widely available.
22. During the reporting period the Force has been cited at 4 Employment Tribunal (ET) cases with a wide range of claims, all of which included an element of discrimination. Of these cases, 3 were withdrawn by the claimant, and 1 was dismissed by the Tribunal.
23. Full details of Grievances and ETs are reported to your Professional Standards and Complaints Sub-Committee.

Conclusion

24. There are no other areas of particular note at present. The freeze on recruitment has contributed to relatively stable performance, and limited officer recruitment for 2013 is planned.

Recommendations

25. Members are asked to note the contents of this report.

Background Documents:

HR Monitoring Information data

Home Office Guidance

Equality and Diversity Information 1st April 2013

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