

**Report of the Chief Constable to the Chair and Members
of the Operational Policing Panel
21st July 2011**

**Executive & Presenting Officer: Mr Sean White, Assistant Chief Constable
(Crime & Operations)**

Status: For information

The Management of Time Off in Lieu/Rest Days Owed

1. Purpose

- 1.1 To update Members on the work being undertaken by the Force to reduce levels of time off in lieu (TOIL) and rest days owed.

2. Recommendations

- 2.1 That Members note the contents of the report.

3. Reasons

- 3.1 Previous reports to Members of the Police Authority have highlighted the approach taken by the Force in reducing the commitment in TOIL and rest days owed. These reports were in response to concerns previously raised around the changes to the International Financial Recording Standards (IFRS), and any potential financial liability that may be incurred as a consequence of retaining large amounts of time off held by members of the Force as a consequence of working additional duty. An additional but nonetheless important consideration was to recognise that the working of additional duty, whilst at times an operational necessity, should be balanced against the welfare needs of the individual member of staff.
- 3.2 The Operational Performance Team (OPT) have to date conducted nine audits to determine the level of exposure to this liability. These audits commenced in August 2008, with the latest including figures up to and including 31st May

	Inspectors		Sergeants		PC's		Total Commitment (hrs)
	Days	Hours	Days	Hours	Days	Hours	
Aug-08	190.0	3,344.8	838.0	8,966.2	3,054.0	37,613.8	82,580.80
Apr-09	272.5	3,056.1	575.5	10,255.9	3,004.0	36,275.8	80,403.80
Sep-09	279.0	1,973.9	671.0	9,388.1	2,576.0	34,351.8	73,921.80
Nov-09	223.0	1,667.7	617.0	9,214.2	2,381.0	32,599.8	69,249.70
Dec-09	202.0	1,139.8	706.2	7,984.7	3,139.0	30,873.5	72,375.60
Feb-10	313.5	1,102.4	705.7	7,815.8	2,966.6	29,482.7	70,287.30
Jun-10	270.0	999.2	745.5	8,011.2	3,112.1	30,043.5	72,074.70
Mar-11	486.5	812.0	955.5	6,654.2	4,411.5	30,404.4	84,498.60
May-11	442.9	771.6	910.7	6,242.5	4,364.6	29,856.9	82,616.60

- 3.3 An initial annual reduction of 16.14% was achieved by November 2009, however from June 2010 the Forces liability has increased from 72,074.70 hours to approximately 82,617 hours in May 2011. The total liability from August 2008 has increased by approximately 35.8 hours
- 3.4 No detailed analysis has been undertaken at this time to determine the full reasons around an increase in hours occurring from June 2010 to May 2011, however, the following factors are of relevance:
- Until June 2011, liability in respect of lieu time was stored through electronic and manual (card based) systems held locally. As of June 2011, all data is held electronically and this data can now be better relied upon to determine an accurate picture which previously may not have been the case;
 - Extra bank holiday liability at Christmas 2010 falling on a weekend and the Royal wedding in 2011, will have impacted on time owed;
 - The commitment to quality policing to the public of Cleveland, means that it is often difficult to provide officers with time off whilst at the same time maximising staffing levels. This is compounded by the goodwill of officers, accepting time off as compensation for work undertaken, where previously overtime payment would have been available. As the pressures on overtime payments continue into the future, this will pose a continuous challenge for managers to manage.
- 3.5 With the introduction of the enhanced duty management system in July 2011, a more accurate monthly picture will be more easily obtained. The Force will continue to proactively manage the levels of TOIL through the monthly performance review processes.

4. Implications

4.1 Financial

There is a financial risk to the Force in respect of time off owing. The financial cost of the outstanding levels of TOIL is calculated at the end of each financial year. The figures for the last three years are shown below:

2008/09	2009/10	2010/11
£1,692.84	£1,323.59	£1,312.49

4.2 Diversity and Equal Opportunities

There are no diversity or equal opportunities implications arising from this report.

4.3 Human Rights Act

There are no Human Rights Act implications arising from this report.

4.4 Sustainability

There are no sustainability implications arising from this report.

4.5 Risk

There are no risk implications arising from this report.

5. Conclusions

5.1 The Force continues to work to manage the levels of time off in lieu held by officers across the Force.

5.2 A further update on this work will be presented to the Operational Policing Panel in 6 months.

Sean Price
Chief Constable