

Force Contact Details

Name: **S. 40(2)** Job Title: **Corporate Personnel Manager**
Force: **Avon and Somerset Constabulary**
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1. When did your force start operating the scheme (including any pilot scheme)? **Since Dec 2002 (phase 1 pilot)**

2. Does your force have any officers on the 30+ scheme? Yes

3. Are you still accepting new entrants onto the scheme? Yes

If yes, skip to question 5

4. If you have closed the scheme to new entrants, when did you do so and what were your reasons?
n/a

5. What is your policy regarding those already on the scheme, i.e. have you retained them beyond their annual reviews, and if so, why?

Yes, we do review annually to ensure business need is still current. Please note that all applications within this force are accepted for 1 year in the first instance.

6. If your force is still accepting new entrants, how do officers in your force generally find out about the 30+ scheme?

We receive direct enquiries. We also direct Officers to the NPIA website and in addition the scheme is publicised on pre-retirement courses. In the past, an article re the scheme appeared in the constabulary's newsletter with an officer detailing his positive experience of joining the scheme.

7. What information or materials do you routinely supply to officers before they apply?

We provide a full explanation of the scheme and how it operates (based upon the information provided on the website). We e-mail the relevant documentation and direct officers to NPIA website.

8. Please outline details of the process by which officers apply for the 30+ scheme, and by which your force assesses applications and makes decisions. Please give as much information as possible (including any process maps or flow charts where appropriate).

Following the initial enquiry an application form and associated documents are sent to the officer. Once these have been completed and returned duly agreed by the appropriate managers the forms are copied and assessed by a Panel. A comprehensive succession plan needs to be in place ensuring continuity of the role and costings provided if relevant. Once all this has been agreed the officer is notified of acceptance subject to medical clearance. Once this is received, the Officer retires and is then re-engaged on a mutually agreed date. The officer also is re-attested.

9. What number of officers who reached 30 years pensionable service in the year from 1 March 2007 to 29 February 2008 (inclusive) did the following?

Retire and leave the police service	100
Retire and join police (civilian) staff (incl. redeployments)	Not available
Retire and join the Special Constabulary	Not available
Apply for 30+ scheme	9
Stay on and reduce hours from full-time to part-time	-
Stay on as before/no change	-

10. Please complete the table below with the information regarding 30+ applications in the year from 1 March 2007 to 29 February 2008 (inclusive) and in total (i.e. since your force has been operating the scheme, including any pilot period and last year's numbers).

Prospective 30+ Officers	Last 12 months	TOTAL
Number of eligible officers	93	Not available
Number of applications received	9	28
Number of applications rejected	0	2
Average age upon application	50	50
Average length of pensionable service upon application	30	32

11. Please complete the table below with the **information for officers** who were accepted onto the scheme in the year from 1 March 2007 to 29 February 2008 (inclusive) and for all officers who ever joined the scheme (including any pilot period and last year's numbers).

Current 30+ Officers	Last 12 months	TOTAL
Number of officers who joined the scheme	9	26
... of which are in specialist/hard-to-fill roles	-	-
... with a detailed succession plan	-	-
Average time between retirement and 30+ re-engagement	07 DAYS	Not available
Average time of re-engagement initially requested	1 year	1 year
Applications for maximum four-year initial appointment	Not available	Not available
Appointments that were extended	3	7
... of which were initial four-year appointments	-	-
... with a detailed succession plan	-	-
Officers on restricted duties	2	2
Redeployments	-	-
Number of 30+ Officers living in police houses	1	1

12. Please give a diversity breakdown by rank and gender of officers who joined 30+ in the year from 1 March 2007 to 29 February 2008 (inclusive).

30+ Officers Feb 2006 to present		Constable		Sergeant		Inspector		Ch Inspector		Superintend't		Ch Supt	
		M	F	M	F	M	F	M	F	M	F	M	F
White	British	S. 40(2)											
	Irish												
	Other												
Asian/ Asian British	Indian												
	Pakistani												
	Bangladeshi												
	Other												
Black/ Black British	Caribbean												
	African												
	Other												
Mixed	White & Blk Carib												
	White & Blk Afr												
	White & Asian												
	Other												
Other	Chinese												
	Other												
Disabled													
Age	48-55												
	55+												
Sex	Hetero												

	Homo	S. 40(2)
	Bi	
	Not specified	
Faith	Buddhist	
	Christian	
	Hindu	
	Jewish	
	Muslim	
	Sikh	
	None	
	Other	

13. Please give a diversity breakdown by rank and gender for ALL officers currently retained on 30+.

All current30+ Officers		Constable		Sergeant		Inspector		Ch Inspector		Superintend't		Ch Supt	
		M	F	M	F	M	F	M	F	M	F	M	F
White	British	S. 40(2)											
	Irish												
	Other												
Asian/ Asian British	Indian												
	Pakistani												
	Bangladeshi												
	Other												
Black/ Black British	Caribbean												
	African												
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Mixed	White & Blk Carib												
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	Other												
Other	Chinese												
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Age	48-55												
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	Homo												
	Bi												
	Not specified												
Faith	Buddhist												
	Christian												
	Hindu												
	Jewish												
	Muslim												
	Sikh												
	None												
	Other												

14. Please outline the savings made or costs incurred through 30+ retentions, broken down by rank and averaged per year, using generic costings where specific numbers are not available (please refer to costings template for guidance on calculating these figures)

Rank	Number of these on 30+	Average Saving* per year of retention	TOTAL Saving* (please note these figures are based on annual savings for each officer re-engaged)
Constable	14	£21,362	£299,068
Sergeant	3	£17,873	£53,619
Inspector	6	£20,440	£122,640

Chief Inspector	1	£13,030	£13,030
Superintendent	2	£19,837* (£198,337)	£39,674*
Chief Superintendent	-	£-	£-
		Overall saving*:	£528,031

** where a cost was incurred, please mark this as a negative saving, e.g. -£1,234.*

15. Please outline details of the process by which an officer's continuing participation is kept under review whilst on the scheme. Please give as much information as possible (including any process maps, annual review report templates or flow charts where appropriate).

Approximately two months prior to each officer's renewal date, a reminder letter is sent out. If the officer wishes to extend the re-engagement, the appropriate paperwork is sent to the officer and the officer has to confirm that there has been no change in their personal circumstances, eg medical condition, etc. The appropriate line managers are then required to resubmit the business case for retention, ie confirm that the retention of the officer for a further year will continue to contribute to the overall objectives and criteria of the scheme. The officer's competence, conduct and attendance records and commitment to further service are also considered plus an update on the succession plan and activities conducted to date are required as well as the length of time required for completion. The process then follows the initial procedure, ie consideration by the 30+ panel, etc.

Overall each officer is also monitored through the PDR process.

16. Please complete the table below with information on the circumstances surrounding any 30+ appointments that were terminated early, i.e. before the date forecast by the business case for retention.

30+ appointments terminated early...	Last 12 months	TOTAL
... through officer's resignation	5	8
... on grounds of ill-health	0	0
... on grounds of efficiency (A19 or efficiency regulations)	0	0
... on grounds of (mis)conduct	0	0
... at annual review	0	2
... mid-year (i.e. business case becoming invalid unexpectedly)	0	0
Officers who qualified for injury awards whilst serving on 30+	0	0
Officer disciplined (conduct regulations) whilst serving on 30+	0	0

17. Please complete the table below with information on appeals against any decisions you made to terminate an officer's 30+ appointment.

Number of appeals against decision to terminate contract...	Last 12 months	TOTAL
... at end of initially granted appointment	0	0
... of which were successful	-	0
... at annual review	0	2
... of which were successful	-	0
... mid-year	0	-
... of which were successful	-	-

18. Please give details of **any** appeals (including any internal appeals, informal challenges, employment tribunals etc) involving 30+, including copies of any relevant paperwork where appropriate.

Two appeals have been heard as indicated above at Q17. However, due to the time interval, the paperwork has now been destroyed. The appeals panel was the Head of Corporate HR and a representative of the

Police Federation Joint Board. One informal challenge was received when the officer was not accepted onto the scheme (due to a large number of applicants waiting for promotion and other officers of that rank waiting for welfare transfers at that location; however, the officer decided not to retire and remained in service.

19. How have retirement patterns changed since the introduction of the scheme? Please complete the table below with the information relating to the period before the scheme was piloted in 2002 and the last 12 months (1 March 2007 to 29 February 2008 inclusive).

	Last 12 months	2002*
Average retirement age	50.5	Not available
Average length of service upon retirement	26.6 years	Not available
Percentage of officers who retired upon reaching maximum pension benefits	Not available	Not available
Percentage of officers retained in specialist roles with more than 30 years service (including those on 30+ and not)	Not available	Not available

*This information, unfortunately, cannot be provided by the HR information unit.

20. How many officers in your force are likely to become eligible to retire with maximum pension benefits over the next three years?
2008/09: **105** 2009/10: **125** 2010/11: **105**

21. Are you planning to keep the scheme open to new entrants until 2010? **please select YES**
If not, please give your reasoning behind this decision, and state when you anticipate this to take effect:
n/a

22. If your force intends to keep operating the scheme, what effect would it have on your force if the scheme was to be centrally closed to new entrants...
a) now? **We may lose some specialised officers.**
or
b) in 2010? **As above**

23. What plans do you have for phasing out those accepted onto the scheme?
This will be done via the annual review process. In the meantime, all officers accepted on the scheme or applying to the scheme will be informed of the NPIA decision when known

24. Beyond 2010, do you foresee a shortage of skilled and experienced officers, and if so, what plans do you have to deal with your operational needs for retaining valuable skills and experience?
We are currently devising more robust succession planning processes.

25. Overall, how would you summarise your experience with the scheme since its introduction?

This constabulary has been involved with the 30+ scheme from the outset. The scheme has been well received within this Constabulary and is supported proactively by the Chief Constable. We have been able to retain officers with key skills to ensure service delivery across a range of activities. In addition, the scheme has enabled the Constabulary to save money at a time of decreasing budgets.

26. Any other comments?

We have had a small percentage of officers apply to join the scheme. However, the implementation and operation of the scheme has overall been a positive experience within this Constabulary.

END OF QUESTIONNAIRE

Thank you very much.