



30+ Retention Scheme: **Comprehensive Scheme Review 2008**

The 30+ scheme arose from the Police Negotiating Board Agreement of May 2002 and gives police forces the opportunity to retain personnel with valuable skills and experience which would otherwise be lost to retirement. It does so by offering police officers the opportunity to take advantage of an early tax-free lump sum payment while continuing to serve as an attested officer at the same rank and pay level as before. This measure was introduced in order to reduce mass retirement, avoid recruitment bulges and address potential skills shortages that would have resulted from this.

The scheme was given approval by Ministers and HM Treasury to run until 31 March 2010, when it is due to be closed to new entrants. However, an increasing number of late joiners to the police service, the higher compulsory retirement ages (CRAs) introduced in October 2006 and the growing cohort of members of the New Police Pension Scheme (2006) that must now accrue 35 years service before receiving a maximum pension have all been factors that have potentially reduced the operational need for this scheme in recent years. These factors, amongst others, may mean that we need to consider closing the scheme before 2010 subject to the outcome of this review.

In order to evaluate the continued effectiveness of the scheme we have produced this questionnaire to assess the way in which the scheme has been operated since its pilot in 2002. We kindly ask that you complete it in full. We appreciate that some of the information may not be readily available but the information required is vital to helping us make the correct decision regarding the continuation of this scheme. If you have any queries about any of the questions, please do not hesitate to call or email us.

Notes on completing the form

This is an electronic form. You complete each section by clicking on the grey box next to or underneath each question. You can then write as much as you like. When you have finished, either click on the next box, or press the 'TAB' key to jump to the next box. Where the grey box says "Please select", click on it to display the options for answering. Then click on your choice.

When you have completed the form, please:

- save it as '30+ Review <insert force name>' (e.g. 30+ Review Dorset) and email it to me at [S.40\(2\)@npia.pnn.police.uk](mailto:S.40(2)@npia.pnn.police.uk), or
- print it out and post it to me at the address below:

S.40(2)

(telephone S.40(2))

Workforce Strategy Unit

NPIA

10th Floor, New King's Beam House

22 Upper Ground

London SE1 9QY

PLEASE RETURN THE COMPLETED QUESTIONNAIRE BY
FRIDAY 11 APRIL 2008

Force Contact Details

Name: **S. 40(2)** Job Title: **Pay and Projects Manager**

Force: **Hertfordshire Constabulary**

Email: **S. 40(2)**@herts.pnn.police.uk Contact no.: **S. 40(2)**

Address: **Police Headquarters, Stanborough Road, Welwyn Garden City, Herts, AL8 6XF**

1. When did your force start operating the scheme (including any pilot scheme)? **2003 (joined as part of 2nd 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?
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?
30+ Officers are usually retained for the duration of the contract agreed with them subject to an annual review. Due to recruitment and retention issues within Hertfordshire because of proximity to MPS there has been a vacancy factor which has meant that there has been no reason to end contracts early. In Hertfordshire we have experienced a limited take up on the scheme, however this has still allowed us to retain valuable experience which it is likely we would have otherwise lost and we have not had situation where 30+ Officers are taking up posts unnecessarily.
6. If your force is still accepting new entrants, how do officers in your force generally find out about the 30+ scheme?
Force Intranet:
7. What information or materials do you routinely supply to officers before they apply?
**Session on 30+ scheme given on resettlement/retirement courses.
Information is available on Force Intranet and link with the NPIA website.
Advice can be received on a 1:1 basis if requested.**
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).

Officers who wish to apply for the the 30+ scheme are asked to do the following:

Officer submits a written application approximately 3-4 months before their date of retirement to allow a decision to be made on their application at least one month before this date. They are also asked to state the length of appointment that they wish to undertake.

The application is then reviewed by their Area Commander/Head of Dept and a recommendation is made by them. The review takes into consideration that the officers performance is satisfactory by reviewing most current PDR and that they have no current disciplinary sanctions that would preclude them from being eligible to join the scheme. A check is also made that the officer is not subject to Unsatisfactory Performance Procedures and they they are fully competent and effective within their role.

The application is then reviewed by the Head of Human Resources.

The decision to which officers are retained under the 30+ scheme is made by the Deputy Chief Constable. They will take into account the views and recommendations of the Area Commander/Head of Dept and Head of Human Resources as well as the business case for retaining the officer.

Once approved the officer is required to attend a medical with our Occupational Health Department.

If medical is passed arrangements are made for the officer to be retested.

Once the above has been satisfactorily completed the officer receives a letter confirming arrangements for their retirement and their arrangements for going onto the 30+ scheme including making arrangements for their re-attestation on their re-joining date.

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	30
Retire and join police (civilian) staff (incl. redeployments)	5
Retire and join the Special Constabulary	0
Apply for 30+ scheme	15
Stay on and reduce hours from full-time to part-time	0
Stay on as before/no change	16

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).

<u>Prospective 30+ Officers</u>	Last 12 months	TOTAL
Number of eligible officers	125	216
Number of applications received	15	29
Number of applications rejected	0	0
Average age upon application	50	50
Average length of pensionable service upon application	31	31

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).

<u>Current 30+ Officers</u>	Last 12 months	TOTAL
Number of officers who joined the scheme	16	32
... of which are in specialist/hard-to-fill roles	16	32
... with a detailed succession plan	not known	not known
Average time between retirement and 30+ re-engagement	7.5 weeks	not known
Average time of re-engagement initially requested	2 yrs	2 yrs
Applications for maximum four-year initial appointment	not known	not known
Appointments that were extended	N/A	N/A
... of which were initial four-year appointments	N/A	N/A
... with a detailed succession plan	N/A	N/A
Officers on restricted duties	0	0
Redeployments	0	0
Number of 30+ Officers living in police houses	0	0

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	Constable	Sergeant	Inspector	Ch Inspector	Superintend't	Ch Supt
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Feb 2006 to present	
White	British
	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
	Bi
Faith	Not specified
	Buddhist
	Christian
	Hindu
	Jewish
	Muslim
	Sikh
	None
	Other

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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
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						
	Bi						
Faith	Not specified						
	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*
Constable	18	£	£
Sergeant	8	£	£
Inspector	4	£	£
Chief Inspector	1	£	£
Superintendent	0	£	£
Chief Superintendent	0	£	£
Overall saving*:			£

* 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).

Reviews are carried out locally by the Area.

The Areas/Departments review with their local resource management unit if post requires continued filling by a 30+ officer.

As retention is an issue within Hertfordshire and with the limited number of 30+ participants an officer will be retained on the scheme unless an issue emerges that requires addressing. If this should be the case it would be raised initially with Human Resources. To date we have not had any emerging issues regarding 30+ officers.

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	3	3
... 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	0
... 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	0
... at annual review	0	0
... of which were successful	0	0
... mid-year	0	0
... of which were successful	0	0

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.

None

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 yrs	51 yrs
Average length of service upon retirement	29 yrs	28 yrs
Percentage of officers who retired upon reaching maximum pension benefits	77%	72%
Percentage of officers retained in specialist roles with more than 30 years service (including those on 30+ and not)	Of officers eligible to retire in last 12 months 48% were retained with more than 30 yrs service	Data not available

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: **34**

2009/10: **36**

2010/11: **14**

21. Are you planning to keep the scheme open to new entrants until 2010? **yes**

If not, please give your reasoning behind this decision, and state when you anticipate this to take effect:

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? The risk to Hertfordshire Constabulary is that the valuable skills and experience could be lost as officers with 30 years service may opt to retire rather than stay on.

or

b) in 2010? **As A. Hertfordshire Constabulary has experienced retention difficulties in the past and has expressed particular concern when there was proposed changes to the tax rules which indicated that 30+ officers would be required to be 50 years of age before they would be eligible to join the scheme and we would lose them.**

23. What plans do you have for phasing out those accepted onto the scheme?

At the moment we have not plans to phase out those Officers on the scheme. The plan if required to do so would be

- * **To review the contracts due to be renewed.**
- * **Contracts requested to be renewed would only be extended to 2010 if the scheme was not to continue.**
- * **Any contracts outside this dates would have to be terminated using the appropriate regulation.**

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?

Due to the geographical position of Hertfordshire Constabulary to MPS there is always the recognised risk of loss of experienced officers. Recruitment is a key activity in order to meet target strength and comprises mainly of new recruits. The ability to retain officers with valuable experience is an important factor and the 30+ scheme does allow this. Hertfordshire Constabulary has a retention action plan in place at the moment as it is a long standing recognised concern and the 30+ scheme features as one of the key factors.

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

At Hertfordshire we have always found the 30+ scheme to be a useful retention tool which I know I have made reference to in replies to other questions. As the scheme allows the pension lump sum payment to be provided it does mean that we have retained officers who may otherwise have retired in order to access this.

The scheme is easy to operate and we have experienced no problems or issues with regards to its application.

26. Any other comments?

The only aspects of the scheme which some officers are put off by and often ask questions about is the inability to be able to work part-time and be able to receive a higher proportion of their pension. I know that the pension scheme does not allow this to happen as the issue is surrounding tax issues and pension abatement but as flexible working is becoming more commonplace and reviews are taking place regarding the possibility of flexible retirement in other areas of the Constabulary would this be something that would be considered to be reviewed to see if would be possible to be provided as part of the 30+ scheme.

END OF QUESTIONNAIRE

Thank you very much.