

**PLEASE NOTE - Earlier start time of 10AM**

**West Midlands Police**

**National Attendance Management Forum**

**Friday 4 March 2016**

**Force Training Centre – Tally Ho**

**AGENDA**

1. Welcome & Apologies
2. Meeting Minutes – 4 December 2015 Meeting
3. Matters Arising:
  - a. Injury On Duty Reviews – Update
  - b. Pension/Injury On Duty Regulations Update
  - c. Federation Stress Survey – Update
4. Attendance Management Initiatives – Staffordshire/GMP
5. Role & Activities of GMC – Presentation/Q&A (Jill Williams – Employer Liaison Adviser)
6. Standing Item: ACPO Wellbeing Update (Ian Hesketh)
7. Standing Item: Legal Cases (Caroline Neadley)
8. Use of POLKA
9. Feedback on GMP Mental Health week (Damien Morley)
10. Delegate Items/AOB
11. Meeting dates 2016:
  - 3 June
  - 2 September
  - 2 December

## NATIONAL ATTENDANCE MANAGEMENT FORUM

### QUARTERLY MEETING

HOSTED BY WEST MIDLANDS POLICE AT TALLY HO! BIRMINGHAM

FRIDAY 4 MARCH 2016

#### 1) Welcome

Chris Rowson welcomed everyone to the meeting. He announced he would be retiring around September and advised a new Chair would need to be found. He invited interested members to let him or Kath Thomas know if interested so he can work with them for the next meeting. Paul Barker is also stepping down as Deputy Chair, so members were also invited to put themselves forward for the role.

**Action - All**

CR advised that NAMF had a link to the CIPD Executive Group meeting in London. He also drew attention to the Police Mutual Wellbeing Toolkit booklets on the tables, aimed at supervisors and managers. Members were asked to let KT know if they required more copies so a discussion with Claire Long regarding a further print run and costs if applicable could take place at the June meeting.

**Action - All**

#### 2) Minutes of the Meeting held on 4<sup>th</sup> December 2015

Were confirmed to be a true and correct record.

#### 3) Matters Arising:

##### a) Injury On Duty Reviews – Update

A verbal update was provided by members and a general discussion on injury reviews took place.

##### b) Pension/Injury On Duty Regulations Update

Harriet Mackinlay advised that the review of Injury Benefit Regulations was on hold currently due to another prioritisation exercise. At this stage no timescale for the review was available. CR advised he will speak to the CIPD Executive regarding this and the issues around existing Regulations, and he asked Matt Johnson to remind him of the work he had previously undertaken.

**Action CR & MJ**

##### c) Federation Stress Survey – Update

CR advised he had spoken to Jonathan Houdmont who advised him that the survey had closed on 29 February 2016. 6,000 responses had been received by early February. A launch will take place at the Federation conference in May and

it is possible that Forces may be contacted following this regarding their approach. CR will invite JH to attend the June meeting. **Action - CR**

#### **4. Attendance Management Initiatives – Staffordshire/GMP**

Damien Morley provided an update on GMP initiatives which included

- More person centred approach
- ASMs were viewed as Stage 0 of the formal process
- Time to Change pledge signed and accompanying initiatives which included training people to be Resilience & Wellbeing coaches
- New Attendance policy supported by Toolkits
- Fobs available for home-working to reduce sickness

CR asked DM to provide further information on the Resilience & Wellbeing coaches at the June meeting. **Action – DM**

CR stated a more holistic approach to wellbeing was required, taking into account external factors such as carers, debt, etc and WMP will be appointing a Wellbeing specialist and analysts in a data hub will be identifying trends. The Royal Mail has a Head of Wellbeing who could be invited to a future meeting.

#### **5. Role & Activities of GMC**

Jill Williams, Employer Liaison Adviser for the GMC provided an update. Doctors are required to re-validate every 5 years. JW advised that the GMC does not look to mediate unless there is an issue in the report, e.g., misdiagnosis, misconduct. The GMC would not deal with a disagreement between the individual and the doctor, or if the individual does not like the report. JW advised that the GMC has a statutory duty to look into serious allegations.

When the GMC writes to all employers regarding a doctor, they will subsequently write back to all of them regarding the outcome. JW will feedback to the GMC regarding SMP/FMA complaints and concerns around potential effects on the relationship between a doctor and their non-police work, and also complaints being made as a tool. She will ascertain how many cases they have received regarding SMP/FMAs which reach their threshold. **Action – JW**

The rapid triaging carried out by the GMC was complimented.

DB was asked to reflect the above information to ALAMA. **Action – DB**

#### **6. Standing Item - ACPO Wellbeing Update**

Liz Eades gave an update regarding the Wellbeing and Engagement sub-group which met in February and discussed supporting 'at risk' roles, screening, best practice and how the group can work on recommending models for these types of areas. The sub-group also discussed Resilience coaches/ambassador scheme

and the Workplace Wellbeing Charter in England. LE advised that the 3 areas on the Charter framework are leadership, culture and communication. It was agreed that a presentation on this would take place at the next meeting. **Action CR/LE**

It was mentioned that Public Health Wales had been operating this scheme for a while and Gwent Police were the first welsh force to have it.

## **7. Standing Item - Legal Update**

There was no legal update provided at today's meeting. Ace Williams advised she had noticed officers were still using an old template letter from the NARPO website and will mention this to the local rep. **Action - AW**

## **8. Use of POLKA**

AW will look at other POLKA communities to encourage more use of the NAMF community. **Action – AW**

KT will ascertain those who do not have access to POLKA to ensure that they can still receive a copy of the agenda and minutes. **Action - KT**

## **9. Feedback on GMP Mental Health week (Damien Morley)**

Covered under Item 4.

CR advised that the HSE will attend the June meeting to give information on the Healthy Workforce Strategy **Action - CR**

## **10. Delegate Items**

10.1 – HM advised that the Review of Limited Duties legislation and guidance had been commenced by Supt M Johns in Thames Valley Police.

10.2 – It was mentioned that a decision regarding pension forfeiture in relation to a former police staff employee which was submitted in September 2015 is still awaited.

10.3 – A question was raised regarding medical appeal and UPP and it was confirmed that if there is an appeal, UPP action does not proceed.

## **Dates of 2016 Meetings at Tally Ho!**

**Please note the earlier start time of 10:00am**

3 June 2016  
2 September 2016  
2 December 2016

**No attendee list taken**