

**Information Governance Unit  
Information Management Branch**

30 December 2010

Dear XXXX

**FREEDOM OF INFORMATION REQUEST REFERENCE NO: XXXX**

I write in connection with your request for information dated 03/12/2010, which was received by Greater Manchester Police on 03/12/2010, for the following information:

**Your Request**

This is a freedom of information request. I would like to know what was the average number of days sickness absence per police officer and per civilian employee in each of the last three years, the number of officers and employees, and the total number of days' sickness absence across the force. Could you please also send me details of any external organisations that the constabulary uses to monitor and advise on sickness absence, including how much the constabulary spends on these services and whether the contractual arrangements including incentives related to success in reducing absence levels? Finally, I would like to request any internal or external assessment made of the performance of the constabulary's absence management processes.

**Response**

Following receipt of your request searches were conducted within Greater Manchester Police to locate information relevant to your request. I can confirm that the information you have requested is held in part by Greater Manchester Police.

The requested information is as follows; however, GMP does not use an external or internal organisation to monitor or advise on sickness and do not have an internal procedure or use an external assessment for the performance on absence management.

Work days lost to sickness absence in the last three financial years

Year	Police Officers			Police Staff		
	Average Strength (Headcount)	Work Days Lost	Days Lost Per Person	Average Strength (Headcount)	Work Days Lost	Days Lost Per Person
2007-08	8,030	73,415	9.14	4,599	45,750	9.95
2008-09	8,158	63,408	7.77	4,873	49,985	10.26
2009-10	8,218	66,514	8.09	5,158	50,301	9.75

The above strength (and sickness) figures do not include staff and officers on career break or seconded out of force.

*Please note, the system(s) used to record this information is not generic, nor are the procedures used locally in capturing the requested data. It should be noted for these reasons this force's response to your question(s) should not be used for comparison purposes with any other response you may receive.*

Complaint Rights

Your attention is drawn to the attached sheet, which details your right of complaint.

Should you have any further inquiries concerning this matter, please write or contact me, on telephone number 0161 856 2529 quoting the reference number above.

Yours sincerely,

Information Access Officer

## **COMPLAINT RIGHTS**

Are you unhappy with how your request has been handled or do you think the decision is incorrect?

You have the right to require Greater Manchester Police to review their decision.

Prior to lodging a formal complaint you are welcome and encouraged to discuss the decision with the case officer that dealt with your request.

### **Ask to have the decision looked at again –**

The quickest and easiest way to have the decision looked at again is to telephone the case officer that is nominated at the end of your decision letter.

That person will be able to discuss the decision, explain any issues and assist with any problems.

### **Complaint**

If you are dissatisfied with the handling procedures or the decision of Greater Manchester Police made under the Freedom of Information Act 2000 regarding access to information, you can lodge a complaint with Greater Manchester Police to have the decision reviewed.

Complaints should be made in writing and addressed to:

Freedom of Information Officer  
Information Governance Unit, Information Management Branch  
Greater Manchester Police  
Police Headquarters  
Chester House  
Boyer Street  
Manchester  
M16 0RE

### **The Information Commissioner**

After lodging a complaint with Greater Manchester Police if you are still dissatisfied with the decision you can make an application to the Information Commissioner for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act.

For information on how to make an application to the Information Commissioner please visit their website at [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk). Alternatively, phone or write to:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Phone: 01625 545 700