



FREEDOM OF INFORMATION REQUEST



Request Number: F-2018-01636

Keyword: Human Resources

Subject: Civilian Support Roles Terms and Conditions

Request and Answer:

Your request for information has now been considered. In respect of Section 1(1)(a) of the Act I can confirm that the Police Service of Northern Ireland does hold information to which your request relates. The decision has been taken to disclose the following.

This request for information is in regards to Civilian Support Roles terms and conditions.

Request 1

Please confirm whether or not Direct Recruits fall under the same terms and conditions as NICS non-industrial civil servants.

Answer

Police Staff members' terms and conditions mirror those applicable to NICS non-industrial civil servants.

Request 2

Is Shift Disturbance Allowance payable at the rate of 20% as laid out in NICS terms and conditions for Police Staff who work 4 on 4 off or 5 over 7 / 2 over 7 shift patterns incorporating 2 nights' shifts out of any 4 shifts?

Answer

The rate of Shift Disturbance allowance is dependent on the proportion of night shifts within a defined roster.

Where the number of night shifts (excluding rest days) within the roster is as frequent as 1 in 4 then the rate of Shift Disturbance Allowance rate would be 20%.

Request 3 A

Please confirm whether this shift allowance is paid as an enhancement of salary? Giving arise to below;

EO2 standard pay £24,429 with SDA of 20% gives pay of £29,315 (this would be starting pay for Dispatchers)

Request 3 B

AO analogous grades i.e. Call Handlers and CDOs with standard pay of £20,692 with SDA of 20% gives pay of £24,830

Answer

The rate of Shift Disturbance Allowance is paid over and above basic salary. For a regular shift worker, Shift Disturbance Allowance will be paid as a percentage enhancement of their annual salary.

Request 4 A

Please advise how the hourly rate for SDA 20% rate shift working Police Staff is calculated for; EO2s (Dispatchers)

Request 4 B

AO analogous grades (Call handlers and CDOs)

Answers

SDA 20% is not paid as an hourly rate: it is paid as a monthly allowance.

Request 5 A

Please advise if overtime worked taken as TOIL is either;
Taken on a 1:1 ratio, i.e. 12 hours worked at 1.33 times gives on 12 hrs TOIL Or

Request 5 B

Taken at the same rate as payment i.e. 12hrs worked at 1.33 time gives TOIL of 16hrs

Answers

Staff working overtime may, if they wish, be allowed time off in lieu of payment (TOIL) equivalent to the actual number of hours worked. Therefore, if a staff member works 12 hours at time and a third and wishes to opt for TOIL rather than payment they would be able to avail of 12 hours of TOIL.

If you have any queries regarding your request or the decision please do not hesitate to contact me on 028 9070 0164. When contacting the Freedom of Information Team, please quote the reference number listed at the beginning of this letter.

If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible or in any case within two months of the date of issue of this letter. In the event that you require a review to be undertaken, you can do so by writing to the Head of Freedom of Information, PSNI Headquarters, 65 Knock Road, Belfast, BT5 6LE or by emailing foi@psni.pnn.police.uk.

If following an internal review, carried out by an independent decision maker, you were to remain dissatisfied in any way with the handling of the request you may make a complaint, under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the PSNI has complied with the terms of the Freedom of Information Act. You can write to the Information Commissioner at Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. In most circumstances the Information Commissioner will not investigate a complaint unless an internal review procedure has been carried out, however the Commissioner has the option to investigate the matter at his discretion.

Please be advised that PSNI replies under Freedom of Information may be released into the public domain via our website @ www.psni.police.uk

Personal details in respect of your request have, where applicable, been removed to protect

confidentiality.