



FREEDOM OF INFORMATION REQUEST



Request Number: F-2022-02219

Keyword: Organisational Information HR Employment and Other

Subject: Compressed Hours Criteria

Request and Answer:

Your request for information has now been considered. In respect of Section 1(1)(a) of the Act we 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.

Request

Compressed Hours is defined as:

“where an individual works their full conditioned hours over less days during the week e.g. where a Police Staff member compresses his/her working week into fewer days than the traditional five days without reducing the total number of hours worked”

Request 1

Can PSNI please outline any criteria that must be met in order to be granted compressed hours please?

Answer

Applications for Compressed Hours are managed under the Police Service of Northern Ireland's Flexible Working Standard Operating Procedure.

Police Staff can make a request for flexible working under the Employment (NI) Order 2015, and must have been in employment for at least 26 weeks continuously at the date that the application is made. Applicants should bear in mind that the Service has an overriding responsibility to provide an effective and efficient policing service to the public.

In considering applications for flexible working, the Police Service's Local Flexible Working Panel (LWFP) and Central Flexible Working Panel (CFWP) will take account of the following considerations and the statutory grounds:

- Is the proposed duty roster / working pattern compliant with the requirements as specified for:
 - Police officers within the Regulations; European Working Time Regulations; PPSD Circular 7/2010 on Guidance on designing Variable Shift Arrangements? ; and
 - Police staff, which the proposed duty roster/work pattern must comply with the European Working Time Regulations and the conditions outlined in the NICS Handbook Chapter 3.10 entitled Alternative and Flexible Working Patterns?

- The operational impact of the request and the ability to meet service delivery/demand considering the activity analysis and peak demands for the specific role;
- Whether a flexible working arrangement is capable of being accommodated without conflicting with the provision of an effective and efficient policing service;
- The ability to reorganise work amongst existing police officers / police staff and the impact of same;
- Any potential cost implications to backfill the applicant when absent from core shift / duty should be considered and provided by the applicant and their relative line management;
- The potential impact on the applicant's training or organisational performance including adherence to commitment periods;
- Supervision and sufficiency of work during revised work timings;
- Any reasonable local change to role/location that could facilitate the application (NB. this will not supersede any merit list, vacancy process or transfer procedure); and
- Any further information required from applicant e.g. have they considered any alternatives to their primary desired working pattern.

Statutory Grounds are as follows:

- (a) The burden of additional costs;
- (b) The detrimental effect on the ability to meet demand;
- (c) The inability to reorganise work amongst existing police officers / police staff;
- (d) The inability to recruit additional staff; detrimental impact on quality;
- (e) The detrimental impact on performance;
- (f) The insufficiency of work during proposed work period;
- (g) Any planned structural changes; and
- (h) Any other such grounds as may be specified by Regulations.

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 Corporate Information Branch, 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 Corporate Information Branch, 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 remain dissatisfied with the handling of your request, you may make a complaint to the Information Commissioner's Office, under Section 50 of the Freedom of Information Act, 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', or use the ICO self-service portal available at www.ico.org.uk/make-a-complaint/officialinformation-concerns-report/official-information-concern/

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 their 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.