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PNB Circular 86/9

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| REF. No. 874 | |
| DATE REC'D 25 JUN 1986 | |
| ACTION BY CHAIR | NOTED INT. |
| GEN. SEC. | ✓ |
| G.M. | ✓ |
| R.B. | |
| REPLY BY | |

POLICE NEGOTIATING BOARD

Secretary: Miss C Macready
 Office of Manpower Economics
 22 Kingsway
 LONDON
 WC2B 6JY

AGREEMENT IN STANDING COMMITTEE C

- At the meeting of Committee C on 17 April 1984, agreement was reached to give advice concerning changes to rostered duties, in response to a number of requests for advice received following the publication of PNB Circular 84/9 and subsequently the Police (Amendment) (No.2) Regulations 1985. The advice agreed is set out in the attached memorandum.
- The Secretaries of State for the Home Departments have approved the agreement, which requires no amendment to statutory Regulations. This advice will be included in the Police Negotiating Board's Consolidated Document of Live Agreements and Advice when this is next updated.
- Any inquiries should be addressed to Miss C Macready at the Office of Manpower Economics (01-405-5944 X 374) or to the Official Side Secretary (01-235-6081) or the Staff Side Secretary (01-399-2224). Inquiries to the Independent Secretariat relating to the interpretation of this circular should where possible be sent in writing.

5 June 1986

* PNB circulars form a single numerical series. Those which in themselves provide authority to implement an agreement carry the serial number alone, while those which are purely advisory are designated as such after the serial

POLICE NEGOTIATING BOARD

The following agreement of Committee C has received the approval of the Secretary of State:

CHANGES TO ROSTERED DUTIES

1. Where alterations are made to an annual duty roster after its publication these changes must arise from the exigencies of duty (unless they are made at the officer's own request or have otherwise been agreed with the Joint Branch Board). The term "exigencies of duty" should be interpreted as relating to situations where a pressing* demand, need or requirement is perceived that is not reasonably avoidable and necessitates a change of roster. Changes to rosters should only be made after full consideration of welfare, operational and practical circumstances rather than purely on financial grounds.

*In this context the word pressing relates to the expected situation at the time when the duty is to be performed rather than the time when the duty roster is changed ie the reasons for a change may be known many months in advance but still be pressing.

2. Because rosters are produced annually a number of unforeseen reasons for changes may subsequently arise. It is clearly not possible to produce an exhaustive list of all of the potential reasons which may necessitate changes. However, by way of example, changes to rostered duties would be justified by unforeseen public order situations, court attendance and essential training. An officer should be told as soon as the requirement for the change is known and at the latest, by midnight on the calendar day before the changed period of duty commences.

Late Turn

3. Officers required at court should be given adequate notice as set out at 2 above before being changed to a full normal period of duty from 9 am to 5 pm when the exigencies of duty require attendance at morning court.

Night Duty

4. It is clearly not in the interests of police forces, or individual officers, that officers should be required to perform a full normal period of duty between 9 am and 5 pm having just concluded a period of night duty at 6 am/7 am that day. Exceptionally, where an officer requests such a change, and the appropriate supervising officer considers it desirable, approval may be given for such a change which may also be appropriate on "quick change overs".

5. An officer should not normally be required to perform consecutive periods of night duty, late turn duty and 9 to 5 duty, to facilitate court attendance during a shift cycle of night duty, unless an officer requests such a change.

6. Changes to the duty roster might be necessary where an officer is required to attend court on consecutive days during a shift cycle of night duty.

General

7. It is recognised that it may not always be possible to follow the guidelines set out above, but the aim should be to allow an officer adequate time for rest and recuperation between duties. There is of course an absolute requirement at all times to follow the provisions of Police Regulations, governing changes to rosters. In accordance with Regulation 25(A)(6)* all practical measures should be taken to avoid rosters being changed so that an interval of less than 8 hours expires between one daily period of duty and the next.

*Regulation 21(A)(5) in Scotland and Regulation 19(A)(6) in Northern Ireland.