

POLICE NEGOTIATING BOARD

Independent Secretary:
Bill Blase
Office of Manpower Economics
Victoria House
Southampton Row
London WC1B 4AD

POLICE NEGOTIATING BOARD AGREEMENT

1. The Official and Staff Sides of PNB have reached an agreement on the relevant payments and allowances that should be included in the pay of part time officers who work additional hours. Details are set out in the attached memorandum.
2. This PNB agreement has been approved by the Secretary of State for the Home Department and the Minister of Justice in Northern Ireland. Local policing bodies now have the authority to implement this agreement*.
3. Any enquiries about this circular should be addressed to the Independent Secretariat at the Office of Manpower Economics ☎ 020 7271 0472, to the Official Side Secretary ☎ 020 7187 7329 or the Staff Side Secretary ☎ 01372 352003/4. Enquiries to the Independent Secretariat relating to the interpretation of this circular should be made in writing.

3 April 2014

* 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 advisory are designated as such after the serial number.

MEMORANDUM

The Official and Staff Sides of PNB have agreed the relevant payments and allowances that forces should include when calculating the pay of part time officers who work additional hours. Failure to do so will be a breach of the Police Regulations 2003 and/or the Equality Act 2010 and/or the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations 2000.

Forces should now take steps to assure themselves that their pay procedures and systems ensure for the relevant payments and allowances to be included in pay for additional hours worked by part time officers:

- The elements of pay that should fall within the hourly rate of pay are CRTP and London Weighting.
- The following allowances should also be included, where appropriate:

London Allowance, London Transitional Supplement, South East allowance, South East Transitional Supplement, Special Escort Allowance, and Replacement Allowance.*

Forces will also need to take steps to address any issues in respect of the apportionment of payment for annual leave.

In order to reduce any administrative burden resulting from this agreement forces are advised that any payments should be made on an annual basis, unless an officer has left part-way through a year.

This agreement takes effect from 1 September 2013.

*Where possible forces should ensure that additional payments made relating to Replacement Allowance do not exceed the maximum level of payments to that household.