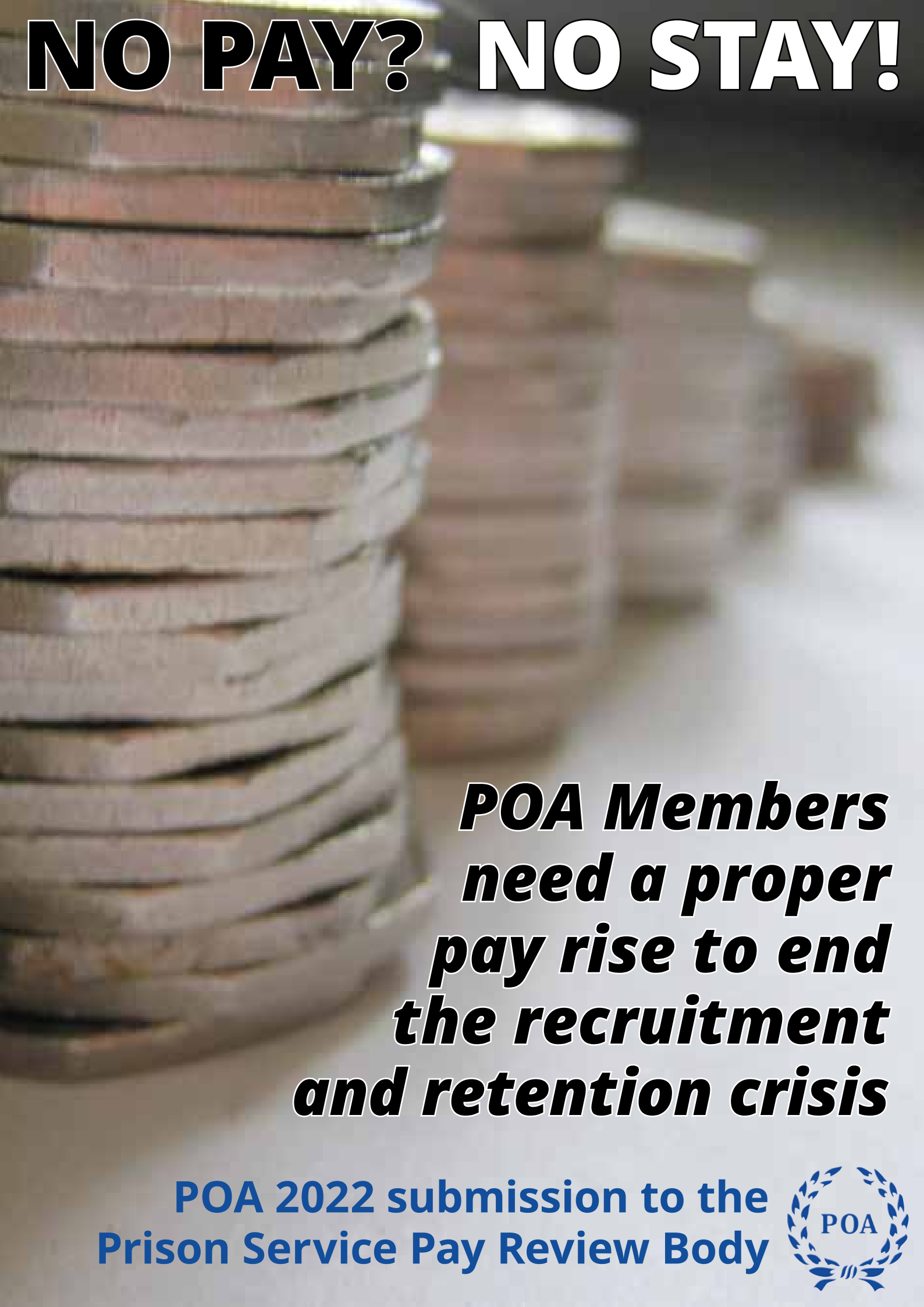
NO PAY? NO STAY!



POA Members need a proper pay rise to end the recruitment and retention crisis

POA 2022 submission to the Prison Service Pay Review Body

POA

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Glossary of Terms

PSPRB	Prison Service Pay Review Body
F&S	Fair & Sustainable
HMPPS	Her Majesty's Prison & Probation Service
FTE	Full Time Equivalent
JES	Job Evaluation Scheme
TOIL	Time Off In Lieu
OSG	Operational Support Grade
PP	Payment Plus
TSF	Target Staffing Figure
SIP	Staff In Post Figure
IC	In Charge
Victor 1	Duty Governor
Oscar 1	Orderly Officer
ECR	Emergency Control Room
NI	National Insurance
ONS	Office for National Statistics
AWE	Average Weekly Earnings
PPE	Personal Protective Equipment
HSE	High Security Estate
ULEZ	Ultra Low Emission Zone
TFL	Transport for London
PIT	Public Interest Transfer

Foreword: 2022 – The Year of the Pay Squeeze

The POA again wish to place on record its absolute objection to Government interference in the Prison Service Pay Review Body (PSPRB) process. We believe that, if the PSPRB is truly independent, it must be allowed to consider evidence and make its decisions completely free of any Government interference through remit letters.

The PSPRB must be seen as a true compensatory mechanism for Prison Officers not having the right to take industrial action, up to and including strike action. In our opinion, the perception of the PSPRB being a compensatory mechanism has been undermined by Government remit letters and failure to adopt in full PSPRB recommendations.

The Resolution Foundation, a think-tank focused on improving the living standards for those on low-to-middle incomes, wrote in a report published on 29 December 2021 that 2022 would be the "year of the squeeze" on people's finances.

In its quarterly Labour Market Outlook, it said the UK faces a "cost of living catastrophe" in April 2022, with tax rises and energy bills set to rise dramatically. Add to this a CPI of 5.4% and an RPI of 7.5% and we believe that Government must significantly increase Prison Officer Grade pay to mitigate the impact of the year of the squeeze or face a workforce in debt and the dangers that brings, and a continued exodus of both experienced and new staff.

We enter this pay round against a unique set of inflationary pressures on our members and in an entrenched recruitment and retention crisis. Recent comments from the Bank of England Governor Andrew Bailey, in which he asked people to show restraint in the 2022 pay round, are of grave concern to this Trade Union.

We find it a bitter pill to swallow that a man of Mr Bailey's financial means is in effect asking our members and their families to face going into debt to pay for an inflation crisis not of their making.

In this submission, therefore, there will be no sugar-coating of the pay rise required by our members to cope with the current economic crisis.

Historically the Government, HMPPS and its predecessors have invested in programmes designed to reduce reoffending. The recent White Paper announcement is another example of this, and while the POA welcome this investment we are concerned that, without a similar investment into the pay of front-line operational staff, once again the outcome will provide little tangible benefit.

The recent spending review allocated at least £550 million to the MOJ to reduce reoffending and improve rehabilitation outcomes for Prisoners, but to date HMPPS have indicated that money will be diverted away from any direct investment in the professionalisation of Prison Officer Grades.

The POA believe that the time has come to recognise the intrinsic role that front-line operational prison staff play in reducing reoffending.

We welcome the recognition in the white paper that front-line operational staff are critical to making the new prisons strategy work and that a new retention policy (details of which are yet to be shared with this Trade Union) is needed. We believe that both issues are intrinsically linked and that substantial investment in front-line operational staff, in particular retention of experienced staff, is required to achieve any positive outcomes.

We note that the PSPRB have outlined a five-year rolling programme to review allowances. The POA do not agree with the PSPRB recommendation 5 last year to review allowances on a five-year rolling program as we believe that this could leave allowances unvisited for an unacceptably long period. So, this year we have asked for all allowances to be increased in line with our headline pay request of RPI + 3%.

Included in our pay claim this year is an increase to unsocial hours payments, including the F&S unsocial hours allowance. However we believe that the closed grade element of pay relating to unsocial hours should also increase. As we are also claiming an increase in the dog handlers' care and maintenance allowance, our submission features a significant section on this allowance.

Going forwards, the POA will continue to call for each allowance to increase in line with the headline awards.

POA members have faced years of public-sector pay freezes. We have endured a race to the bottom created through competition – and ironically, we now see that race reversed, with G4S paying higher new starter pay than HMPPS.

The POA believe that successive Governments have taken advantage of the legal situation around our members not having the right to strike and in doing so have put at risk the sustainability of public-sector prisons.

If Government, via the PSPRB, fail to make the terms and conditions of Prison Officer Grades more appealing, then all aspirations around reducing reoffending and helping people lead law-abiding lives will simply remain aspirations.

In recent meetings with HMPPS, the employer has indicated that they have underspends totaling £40 million. We believe those underspends should be realigned and utilised in a way that enhances our members' pay.

The POA believe that this year Government must listen to our arguments, but more importantly this Trade Union feel it is imperative that POA members and the PSPRB have Government's full support in implementing in entirety all recommendations from the PSPRB, as the recruitment and retention crisis will only widen without a remuneration package that attracts and retains new employees.

The POA National Executive Committee

Section 1
Pay Claim

- All staff across the full remit group receive a consolidated pay increase of 7.5% (RPI) + 3% totalling 10.5%
- The dog handler Care & Maintenance Allowance be increased to £7,000 for one dog, plus £500 for each additional dog
- The unsociable hours allowance of 17% be increased to 25%
- Payment Plus be increased to £30 per hour and be pensionable
- OSG overtime be increased to time and two-thirds for green hours and double time for red hours, and for it to become pensionable
- OSG pay to be removed from the remit of the PSPRB and returned to negotiation through collective bargaining with HMPPS or the Treasury
- PSPRB recommendation 3 of 2020 be resubmitted to Government
- Uniformed staff who volunteer to train in a specialism are paid a consolidated annual allowance of £500 per specialism
- The F&S pay model be scrapped in its entirety and we negotiate a fit for purpose uncomplicated pay structure that encourages retention and rewards experience
- Those who are temporarily promoted receive the pay equivalent to those working at that higher grade
- Market Supplements are extended to additional sites and paid to all uniform grades in receiving sites
- Pension age of 60 years of age across the board
- Current national TOIL balance be immediately repaid to our members at the current Payment Pus rate
- Payments for dirty condition and tornado are raised to:

Dirty Condition Payments:	£15 for up to 4 hours £30 for over 4 hours
Tornado:	£35 per hour officers and above £30 per hour OSGs

- Uniformed frontline staff, Bands 3, 4 and 5 Prison Officer (Closed Grade and F&S), plus Band 2 and OSGs, Prison Auxiliaries, Night Patrols and Closed Grade G4S staff receive payment of a £5,000 retention bonus with immediate effect for those with more than five years' service, then repeated every five years on the anniversary of the first payment. For those who currently have less than five years' service, the allowance to be paid when they complete five years' service and repeated every five years on the anniversary of the first payment.

Section 2
Evidence and the Economic Outlook 2022

Inflation rose at its fastest rate for nearly 30 years in the 12 months to December, reaching 5.4% CPI (consumer prices index), up from 5.1% three months before, and 7.5% RPI (retail prices index, the measure preferred by unions), up from an already alarming 7%.

Meanwhile, the ONS confirmed, CPIH (consumer prices index including owner occupiers' housing costs) rose from 4.6% to 4.8%. The largest upward contributions to this figure came from housing and household services (1.31 percentage points) and transport (1.29 percentage points, mainly from motor fuels and second-hand cars).

The ONS said that, although average total pay grew at an annual rate of 4.2% in November and regular pay (excluding bonuses) grew by 3.8% in September to November 2021, the rate of inflation – which is predicted to reach 6% in coming months – meant workers suffered a 0.9% real-terms cut.

Source: Labour Research Department: Volume 84, Issue 3, 20 January 2022

The PSPRB need no reminder that Prison Officer pay has not grown at anywhere even close to the current ONS rate of 4.2%, the ONS WEAW or the National Living Wage.

The table below shows the compound annual pay rises of our remit group between 2015 and 2021 compared to ONS-compiled Whole Economy Average earnings and the National Living Wage.

Grade	Pay Max 2015	Pay Max 2020	Pay Max 2021	Compound Annual % Increase over 6 Years
OSG Non-F&S	£18,943	£20,670	£20,920	1.74%
B2 OSG F&S	£19,482	£21,550	£21,855	2.03%
Officer Non-F&S	£29,219	£31,649	£31,649	1.38%
B3 F&S	£24,161	£26,812	£27,122	2.04%
Senior Off Non-F&S	£31,481	£34,066	£34,066	1.36%
B4 F&S	£30,571	£33,516	£33,516	1.60%
Principle Off Non-F&S	£33,872	£36,622	£36,622	1.35%
B5 F&S	£34,875	£38,161	£38,161	1.57%
ONS Whole Economy Average Wage	£25,168	£29,484	£30,472	3.51%
National Living Wage	£13,639	£17,752	£19,340	6.96%

In April 2022 the National Living Wage will increase by 6.6%.

Cost of Living Squeeze 2022 – the impact on our members and their families

Mortgage: On 3 February 2022 the Bank of England increased interest rates to 0.5% to curb inflation. Interest rates are predicted to continue to rise throughout 2022, with economists predicting rate rises to 1.5%. According to the Halifax a 0.75% rise in interest rates for someone with an 80% tracker mortgage on the UK average priced house would result in an average annual increase in mortgage payments of **£1,656.**

National Insurance Rise: In April 2022 National Insurance will increase by 1.25% to cover the shortfall in social care funding and NHS backlogs. The 1.25% increase over the primary NI threshold of £9,568 will result in an average annual pay cut for our members of **£254**.

Running a Car: Petrol and Diesel have increased 26.8% in a year. The average UK household spends £22.30 a week on fuel – an average annual increase for our members of **£311**.

Buying and Servicing a Car: In the year to January 2020 used car prices have risen by 28.6% and the cost of buying a used car has increased by £391. The cost of servicing a car has risen by £15 a year and will result in an average annual increase for our members of £66.57. These increases will result in an annual increase for our members of **£457**.

Bus and Train Fares: In the year to January 2022 bus and train fares are up 5.9%. The average UK household spends £21.70 a week on bus and train fares and this will result in an average annual increase for our members of **£66**.

Domestic Fuel Bills: Wholesale gas and electricity prices have soared and these price rises have been passed to consumers. However there is worse to come in April 2022, with the Government price cap increase likely to see energy prices rise by a further 53%. The cost of the average standard energy tariff would rise from £1,277 a year to £1,897 and these increases will result in an annual increase for our members of **£693**.

Fiscal Drag: Fiscal drag is the hidden cost of the Government not increasing tax allowances in line with inflation. The current threshold for paying income tax is £12,570. If the Government increased this in line with inflation it would have increased to £13,248 for 2022. The failure to increase this allowance means that at 20% tax our members will pay tax on £687 that they would not of if tax allowances had risen in line with CPI. Increased annual cost to our members is **£136**.

Council Tax: Although council tax rates have not yet been set by Local Authorities, the Institute for Fiscal Studies believes that it could rise on average by 2.8%, meaning an increase in the average annual council tax bill of **£40**.

Food: The ONS state that the average household spends £63.70 a week on Food. In February 2022 food inflation was rising at 4.8%. Increased annual cost to our members is **£158**.

Clothing and Footwear: The ONS state that the average family spends £23.40 a week on clothing and footware. In February 2022 inflation on these items was rising at 4.8%. Increased annual cost to our members is **£58**.

Household Goods: The ONS state that the average household spends £36.50 a week on household goods. In February 2022 household goods inflation was rising at 7.3%. Increased annual cost to our members is **£136**.

Wellbeing Products: The ONS state that the average household spends £8.20 a week on wellbeing products. In February 2022 inflation on these products was rising at 2.2%. Increased annual cost to our members is **£42**.

Excluding mortgage rises: Considering the Government-directed council tax rebates and its "pay back later" energy relief of £353, the cost-of-living squeeze 2020 will take **£1,998** out of our members' pockets and family budgets this year.

Including Mortgage rises: When you include potential mortgage rises, the cost-of-living squeeze 2020 will take **£3,654** out of our members' pockets and family budgets this year.

The following table portrays the percentage pay rise that Grades within our remit group would need to receive to cover the 2022 cost of living increases, all based on 39 hours a week.

Grade	Salary	% Required Excluding Mortgage Rises	% Required Including Mortgage Rises
F&S Band 2	£21,855	9.2%	16%
F&S B3 New Entrant	£24,427	8.2%	15%
F&S B3 (Median)	£26,101	7.7%	14%
F&S B4	£33,516	5.9%	11%
F&S B5 (Median)	£36,413	5.48%	10%
Closed Grade Prison Officer	£31,649	6.3%	11.5%
Closed Grade SO	£34,066	5.8%	10.7%

Congestion Charges in London have added a significant financial burden to our members travelling into the capital, who now face a daily charge of £15 – with that charge having been expanded into evenings and weekends and the ULEZ having been geographically expanded to the further detriment of our members. Please remember that Police Officers receive free transport from TfL.

HMPPS People Survey 2021

Although it remains POA conference policy for our members not to complete the HMPPS Annual Staff Survey, we wish to draw the PSPRB attention to the following outcomes from the HMPPS People Survey 2021. When staff were asked to respond positively or negatively towards the following statements:

"I feel that my pay adequately reflects my performance"

The HMPS including YCS (excluding HQ and Probation) response was that 18% of respondents were positive, meaning that 82% responded negatively to the statement.

When that question was put specifically to Band 2 OSGs the positive response fell to 15%.

When that question was put specifically to Band 3 Prison Officers the positive response fell to 11%. (YCS – 12%).

When that question was put specifically to Band 4 Prison Officer Specialists the positive response fell to 10%.

When that question was put specifically to Band 4 Supervising Officers the positive response fell to 12%.

When that question was put specifically to Band 5 Custodial managers the positive response fell to 16%.

“I am satisfied with the total benefits package”

The HMPS including YCS (excluding HQ and Probation) response was that 21% of respondents were positive, meaning that 79% responded negatively to the statement.

When that question was put specifically to Band 2 OSGs the positive response fell to 19%.

When that question was put specifically to Band 3 Prison Officers the positive response fell to 13%. (YCS – 18%).

When that question was put specifically to Band 4 Prison Officer Specialists the positive response fell to 10%.

When that question was put specifically to Band 4 Supervising Officers the positive response fell to 12%.

When that question was put specifically to Band 5 Custodial managers the positive response fell to 16%.

“Compared to people doing a similar job in other organisations I feel my pay is reasonable”

The HMPS including YCS (excluding HQ and Probation) response was that 17% of respondents were positive, meaning that 83% responded negatively to the statement.

In the HMPPS People survey when Band 3 Prison Officers were asked:

“What is the one change you would most like you organisation to make in the next 12 months? “

The strongest response, by a significant margin, was pay.

HMPPS constantly tell us they are committed to taking forward the issues raised in the People Survey to improve employee experience and wellbeing, yet year after year we see the same dreadful responses in relation to pay.

Recruitment and Retention

It is our belief that, in the past, HMPPS have attempted to downplay the real issues relating to recruitment and retention in their attempt to portray a serious problem as one where the situation is under control. The facts are now unambiguous. Even at a time when prisons have been locked down and, as a result, levels of violence and assaults have fallen, we continue to hemorrhage staff.

HMPPS workforce quarterly figures released on 17 February 2022 show that the leaving rate for Bands 3-4 Prison Officers last year was 14.0% (almost one in seven), while for Band 2 OSGs it was 16.2% (one in six). Both figures are record highs.

It was often argued that staffing issues would always be a problem in the more affluent areas of the country, where alternative employment opportunities were readily accessible, but this is no longer the case. Prisons the length and breadth of the country are now suffering from recruitment and retention issues. People no longer see the prison service as a career, which has had a catastrophic impact on the ability of HMPPS to deliver as a service and rehabilitate offenders.

The Government's prison expansion programme is now well under way, with a planned additional 18,000 prison places. The reality is that HMPPS cannot staff the existing demand, and this expansion programme is at risk without a significant investment in Prison Officer pay by Government.

In February 2022 the Recruitment and Employment Confederation reported that starting salaries continue to rise at a near-record pace amid a sharper drop in candidate supply. It also stated that the easing of pandemic restrictions, improved market confidence and strong demand for workers drove a further steep increase in recruitment activity across the UK during January. (See https://www.rec.uk.com/our-view/news/press-releases/report-jobs-starting-salaries-continue-rise-near-record-pace-amid-sharper-drop-candidate-supply)

Staff retention among closed grades and the loss of experienced officers has also now become an issue of concern for this Trade Union.

We have received anecdotal verbal communications this year from lower-paid members who regularly or occasionally access foodbanks to provide food for their families. Some of this has come from members who go on half pay during sickness and struggle to survive. Some members in London tell us their entire wage goes on rent and bills, meaning they rely on foodbanks.

The POA have had communications this year from full-time working lower-paid members who now claim Universal Credit to supplement their family income. Please see the email below from a member to the current POA National Chair.

> *Good afternoon, Mark,*
>
> *I spoke to you earlier on while you were in reception in HMP XXXXX.*
>
> *I don't know if you are aware but the basic pay of a new officer on a 37-hour contract actually makes you eligible for universal credit. I found myself in this position as my partner is a stay-at-home mother and was advised to check for universal credit for financial support.*
>
> *I found it quite embarrassing to be in a position where I had to claim this and hate the thought of other people that might be in a similar position as myself. I just thought that I would highlight this to you in case you're not aware of this.*

Why do Government through HMPPS feel this situation is acceptable?

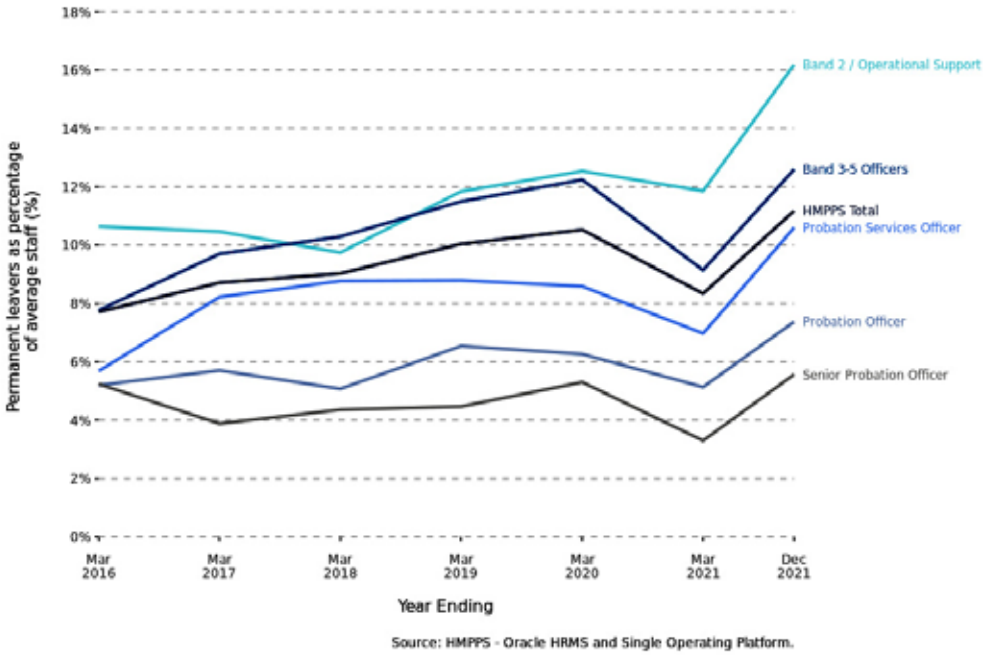
There are, at the time of writing, 31 (up from 23 last year) Police Forces actively recruiting in England and Wales. There is also a significant recruitment campaign running from Border Force for 730 vacancies.

We see members being lured away with signing-on bonus payments at various national and local employers across the country. We have heard from members, including experienced staff, time and time again this year that they no longer see the Prison Service as a long-term career.

We hear comments such as: "I intend to join the Police and this will give me good experience", or: "This will look good on my CV."

The fact of the matter is that, in relation to Operational Support Grades and F&S Band 3 Prison Officers, and our experienced closed grades, the Government pay policy towards these grades of staff has created a retention crisis.

Annual leaving rates of permanent staff in key operational grades (excluding VEDSR), from the 12 months to 31 March 2016 to the 12 months to 31 December 2021



Source: https://www.gov.uk/government/statistics/her-majestys-prison-and-probation-service-workforce-quarterly-september-2021/her-majestys-prison-and-probation-service-workforce-quarterly-september-2021--2

The POA believe the graph above clearly indicates a link between low pay and leaving rates, with the lowest paid ranks within our remit group showing the higher rate of leavers. We believe this would be further supported if the graph showed the individual Prison Officer Band leaving rates.

The POA applauded the PSPRB recommendation 3 in 2020 and indeed that recommendation was instrumental in bringing the POA back to the table to engage with this process. However the Government's refusal to enact Recommendation 3 and its ongoing pay policy in relation to our members has pushed the service even deeper into crisis.

The PSPRB have previously highlighted that the failure to retain, especially at Band 3, creates a significant financial burden on the public purse. The POA believe this is an unnecessary burden and that the money recovered by reducing employee churn could and should be targeted into the pay of our members.

The following Parliamentary question was answered on 3 November 2021:

> **Liz Saville Roberts (Plaid Cymru - Dwyfor Meirionnydd):** To ask the Secretary of State for Justice, what estimate he has made of the cost to the public purse of prison officer entry level training per officer?
>
> **Victoria Atkins (Minister of State for Prisons and Probation):** HM Prison and Probation Service (HMPPS) operates a centralised recruitment model. Recruitment and training costs are not attributed to individual prisons but are averaged based on a variable cost per hire calculation for all recruitment and training activity. We would not be able to provide a breakdown of the recruitment or training costs by each prison service area as the information requested could only be obtained at disproportionate cost and would contain commercially sensitive information relating to partner suppliers.

The estimated cost to recruit and train a new Band 3 Prison Officer is around £13,000 as published in the Prison Service Pay Review Body report 2021.

Over the past year, 7,983 staff joined HMPPS, which is an increase of 2,904 (57.2%) compared to the year ending 31 December 2020. These joiners consisted of 5,563 across PSP, 261 in the YCS, 1,645 in the Probation Service, and 514 in HMPPS HQ and Area Services. Compared to the year ending 31 December 2020 these numbers of joiners represent an increase of 55.2% for PSP, an increase of 135.1% for YCS, an increase of 72.1% for Probation Service, and an increase of 20.1% for HMPPS HQ and Area Services.

However, there were 6,701 leavers in the year ending 31 December 2021, an increase of 2,085 (45.2%) compared to the year ending 31 December 2020. This includes 4,676 leavers from PSP (an increase of 34.9%), 166 from YCS (an increase of 23.9%), 1,424 from the Probation Service (an increase of 116.7%), and 435 from HMPPS HQ and Area Services (an increase of 22.9%). The overall HMPPS leaving rate for the year to 31 December 2021 was 11.2%, compared to 8.3% for the year to 31 March 2021.

The POA estimate that HMPPS have recruited approximately 1,450 new prison officers in the past 12 months, which equates to a recruitment and training cost in the region of £18,850,000.

HMPPS have failed to develop and invest in a strategy to reduce leaving rates and continues to rely on an ever-shrinking number of experienced staff to support new entrants.

The proportion of officers in post with 10 years or more of experience decreased by 4.2 percentage points from 42.2% at 30 September 2020 to 38.1% at 30 September 2021. This corresponds to 8,497 FTE staff with 10 years or more of experience at 30th September 2021, which is a fall of 705 FTE, or 7.7% since 30th September 2020.

Later in this report (Market Supplements) we outline the fact that the private prison contractor G4S is paying higher rates of pay to new entrant Prison Officer equivalents at HMP Five Wells in Northampton than several public-sector prisons in the area (see https://careers.g4s.com/en/jobs/prison-custody-officer-brand-new-build/73447)

Without a significant investment in Prison Officer pay, how can HMPPS compete against higher incentives being offered by the private contractors, traditionally viewed as paying less than HMPPS?

The POA are constantly alerted by our branch officials of concerns around staff attrition rates and the impact that constant churn has on experienced staff, who are expected to mentor and monitor a constant stream of new entrants.

At some recent POA area meetings, the subject that generates most concerns among attendees is HMPPS's inability to recruit and retain.

The POA passionately believe that levels of pay must be increased significantly.

To retain staff, HMPPS also needs to improve its flexible working offer and ensure this is available to all employees.

We see our members battling to establish both family-friendly working and part-time working. We hear from members that they are told by Governors there is no part-time working in their establishment, and we have members who fail to get agreement from Governors to grant partial retirement in line with pension scheme provisions.

The following is a resignation letter from a POA member after 11 months' service:

Hello Sir,

Having spent 11 months going through the application process, security vetting and the POELT training, and now Live for almost 3 months - it is with a very heavy, and sad heart that I wish to hand in my notice for the role of prison officer. It is not a decision I have taken lightly, having invested so much to get to this point.

I know I have only been "Live" for a short time in the role and everything is still new – but I must say I have found the reality of the role does not match the job as described when I applied – and it is not sustainable for me to continue.

For me personally, the main reason I applied was as described in the job advert, which resonated with me:

You will play a leading role in offenders' lives, meeting regularly with a small caseload of 5-6 offenders. You will manage their development, from learning new skills to participation in education programmes, so there is a better chance they won't reoffend on release.

As evidenced from doing the role and speaking to other prison officers, there is simply no time to perform this keyworker element – and I don't see this changing any time soon. I know the reasons are due to staffing constraints, with HMP XXXXX being severely understaffed.

The other main reason for my decision to leave is the shift pattern and the lack of structure around it. I completely signed up to the fact I would be doing shift work and nights – and I learnt I could see a year ahead to be able to plan in any personal activities / home life stuff. But the reality, with the late finishes followed by early starts and long days, leave me feeling like I have had no 'down time'.

I bow down to every single Officer at XXXXX, as I have seen in just the short space of time here, it is a very challenging role with the resourcing challenges that are prevalent (and I realise I have just contributed to that by handing in my notice). It takes a very special type of person to be a prison officer.

Many thanks for the effort you have personally put into me, and I'm sorry I become "another POELT leaving too soon", but hopefully the reasons above explain as to why it is right for me to move on.

I wish you and everyone committed to HMP XXXXX, all the very best for the future.

In the HMPPS People Survey 2021, in response to the following question:

"I am considering, or in the process of making, a significant change in my career"

The HMPS including YCS (excluding headquarters and probation) response was that 49% of respondents confirmed in the positive.

In January 22 the POA sourced a snapshot of the real on the ground figures relating to staff in post for several establishments. These are not forecasts, and the POA NEC hope these figures give the PSPRB an accurate real-time summary of the current staffing crisis.

Band 3 / Prison Officer Shortfalls 30th January 2022

Establishment	B3 Target Staffing Figure	B3 Actual Staff in Post Figure January '22	Detached Duty Staff posted in	Notes
HMP Berwyn	360	311	20	A further 98 staff not available to the detail through POELT course, sickness, or restricted duties.
HMP Wayland	194	150	24	
HMP Portland	122	110	0	PP Bonus scheme to equivalent of 24 B3 FTE & 7 B2 FTE
HMP Bullingdon	216	183	0	Red site market supplements being paid.
HMP Winchester	164	149	2	Red site market supplements being paid.
HMP Gartree	191	180	0	
HMP Swinfen Hall	146	123	10	
HMP Woodhill	271	248	20	Red site market supplements being paid.

(please see Annex E for HMP Berwyn Band 3 leavers)

We see a very similar position across the country in relation to Band 2 OSG recruitment and retention.

The POA are aware that there are currently 27 establishments receiving the Payment Plus bonus scheme to offset staff shortfalls and maintain operational stability.

The shortfall being covered in January 2022 is currently the full-time equivalent of 528 Band 3 Officers.

The Payment Plus Bonus scheme allows volunteers to elect for a bonus relating to a period of 2 weeks to 12 weeks, but without a breakdown in the options taken by those on the scheme it is almost impossible to calculate with any accuracy the amount HMPPS are paying in bonuses.

We can, however, calculate the amount of Payment Plus being delivered on this scheme. The full time equivalent of 528 Band 3 prison officers equated to 20,592 hours at a cost of £453,024.

We have been unable to establish how much this costs HMPPS annually and would urge the PSPRB to probe these costs with HMPPS.

We are informed that 16 prisons are receiving the OSG overtime bonus scheme to cover a shortfall of 185 Band 2 Full Time Equivalents.

The recent prison white paper talked of the creation of a retention framework by HMPPS, but to date no detailed discussions have taken place with the POA around this. Ahead of compiling this submission, the POA requested a copy of a report named The Berwyn retention report. This was requested at a meeting with the retention team and verbally at a national level, but to date it has not been shared with the POA and we suggest that the PSPRB should attempt to gain access to this report.

Previous recommendations for non-consolidated payments instead of a consolidated annual cost of living rise, along with Government failure to enact PSPRB recommendations, have further undermined morale and retention.

Staff Physical and Mental Wellbeing

We know that our members work in a uniquely challenging, stressful and demanding operational environment. The POA believe that the annual fitness test should be withdrawn and replaced with annual health screening.

Fitness testing was suspended for over 18 months during the pandemic, with no detriment to service delivery, and in our opinion the only thing that has suffered because of that suspension has been the fitness testing statistics.

The POA have made HMPPS and the MOJ aware of the disproportionate negative outcomes for female members of staff in relation to the fitness test, and those negative outcomes were recently raised in Parliament. We know that for a large number of our members their continued employment relies on them having to pass an annual fitness test.

We appreciate that the PSPRB will likely respond that fitness testing does not form part of its remit. However pay and reward clearly does. The POA believe that any improvement in physical and mental well-being would assist with retention, and we also believe that, where an employer mandates a required level of fitness as a condition of employment, it must have a mechanism to pay staff to maintain that level of fitness.

Therefore, we ask this year that the PSPRB recommends that those members whose continued employment is linked to successful completion of an annual fitness test should receive some financial contribution from the employer in recognition of time invested in or out of work to maintain personal levels of physical fitness.

The POA are informed by our members that there is an increasing amount of work being moved down from operational Governors to Uniform Grade B5 Custodial Managers.

The majority of our Band 5 Custodial Managers are currently expected to manage between 18 and 22 staff. This is higher than a non-operational Band 5, higher than Band 5 staff who work for HQ and higher than the applicable Civil Service Employee Policy of 8.

There are no other managers in HMPPS who are expected to manage this number of staff. Custodial Managers are not paid anything additional for this excessive workload. The emotional demands of the role are not acknowledged in any way. They also spend at least one shift a week covering Orderly Officer duties as Oscar one. There is no time to do any additional CM work during these shifts due to the pressures of running the prison each day.

The Band 5 Custodial Manager is the first line manager. It is vital that newly appointed officers get support and direction from their line managers and the POA believe the spans of control for B5 Custodial Managers are set too high and are detrimental in relation to the new recruits building a relationship with their manager.

The new performance management system is currently being trialed in several establishments and feedback at present is limited. However our Band 5 members at HMP Erlestoke have reported they feel the new system has increased their workload. The POA highlighted our reservations in last year's oral evidence. We have not had any evidence as yet to reassure us that the new system will be an improvement.

We would like to see the introduction of an allowance for CMs who carry out Oscar one duties.

Prison Culture

Extracts from an exit survey shared with the POA evidences a picture of poor support for staff, poor levels of pay, lack of pay progression, frustrations around the fairness of promotion, concerns about the operational environment, concerns around the frequency and the seriousness of violence, threats from managers to staff around sickness absence, lack of visible management support on the landings, fatigue at mentoring the never-ending churn of new starters, SMT instructions that contradict earlier SMT instructions, the lack of staff safety, prisoner appeasement, unsafe unlocking levels, regime ahead of safety and low new starter capability.

The POA will again remind the PSPRB of its obligation to consider all matters that impact on motivation and retention that continue to demotivate and undermine staff loyalty at all grades.

Retention Bonus for Frontline Uniformed Staff

The POA believe that the most timely way to combat the exodus of staff would be the introduction of a five-year retention bonus for all staff. The bonus should be set at £5,000.

All uniformed frontline staff, Bands 3, 4 and 5 Prison Officer (Closed Grade & F&S B3), Band 2 and Closed Grade OSG, Auxiliaries, Night Patrols and Closed Grade G4S should receive a payment of a £5,000 retention bonus with immediate effect for all staff with more than five years' service, then repeated every five years on the anniversary of the first payment. For those who currently have less than five years' service the bonus is to be paid when they complete five years then repeated every five years on the anniversary of the first payment.

This payment could be funded from an HMPPS underspend of £40,000,000 that was revealed at a recent HMPPS / POA National Whitley meeting.

Pensions

It would be remiss of the POA to give evidence to the PSPRB and not to request that the PSPRB remember pension changes and their impact on our members take-home pay, morale, motivation, and retention. Those pension reforms and increased National Insurance contributions have seen an increase in contributions for all our members aligned to a decrease in average pension benefits, and an increase in the age our members can access pension benefit with no reduction.

Clearly the POA position on Operational Prison Officer Grades and OSGs being made to wait until 68 to access their hard-earned and paid-for pension benefits without reduction is a well-rehearsed argument and one that will be brought back year on year until the Government of the day realise the covenant of care it owes to the men and women who make up the ranks of our Operational Grade Prison Officers and OSGs.

The POA do believe that a mandatory pension age of 60 for Operational Prison Officer grade and OSGs would ultimately provide financial benefits to both the employer and HM Treasury, and the POA would work with any Government to progress this issue.

In years prior to the 2015 pension reform, the employer as HMPPS (then NOMS) always maintained in their submissions to the PSPRB that Prison Officers and OSGs had to look at the full package of benefits. They referred to non-contributory pension schemes and

described those benefits as deferred pay. That is clearly no longer the case. The take-home pay of our members has reduced significantly to contribute to these pension schemes. That decline clearly constitutes a real-term reduction in the full package of benefits, yet our members are left with making domestic financial decisions on how to meet the needs of their family while contributing to their pension.

Therefore, in the same way that HMPPS and NOMS used that evidence to direct the PSPRB to consider the full package of benefits, the POA now urge the PSPRB to recognise the shrinkage of that overall benefit and make good that loss to POA members and their families.

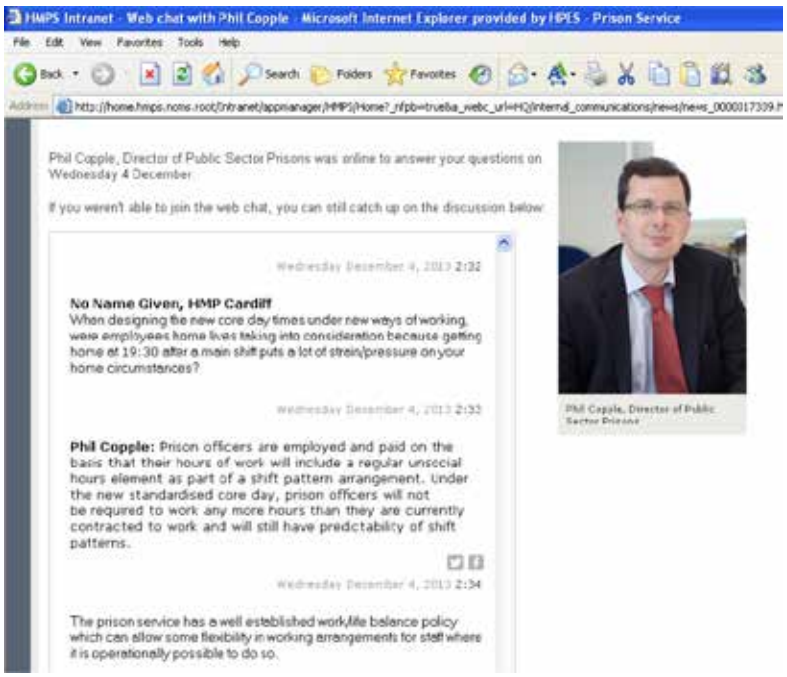
Unsocial Hours Allowance

In the 2021 PSPRB report, the review body identified a five-year rolling program to address allowances. This year you have specifically requested the details below regarding the unsocial hours allowance. The PSPRB wrote to the POA and outlined:

> *The Review Body will focus on two allowances in 2022 – unsocial hours payments in Fair and Sustainable and care and maintenance of dogs. We therefore ask your written evidence submission addresses the following questions.*
>
> - *What is the purpose of this allowance?*
> - *Is this allowance effective in achieving its purpose?*
> - *Is the rate for this allowance appropriate and if so, what is the justification for this? If not, what should the rate be set at and why? Supporting evidence should be provided.*

The POA do not agree that a review of allowances should be on a five-year rolling programme. We are concerned that, if an allowance is scheduled for review in five years' time and is not increased, that would result in no increase in that allowance for 10 years. The POA do not agree that discussion of increasing the unsocial hours element of pay should be confined only to F&S grades.

On 4 December 2013 as part of a national webchat, Phil Copple the then Executive Director Public Sector Prisons North stated: "Prison Officers are employed and paid on the basis that their hours of work will include a regular unsocial hours element as part of a shift pattern arrangement."



The POA believe this confirms that all closed grade staff do receive an element of pay for working the same unsocial hours as their F&S colleagues, and therefore any increase to F&S unsocial hours arrangements must also be included in closed grade pay.

What is the purpose of this allowance?

The purpose of this allowance is to compensate Bands 2 to 5 in F&S for having to work unsociable hours. It is intended to compensate Bands 2 to Band 4 and some Band 5 for working alternate weekends. It is paid to compensate Band 2 to Band 5 for the stress of shift disturbance, for agreeing to give up time with their families and friends every other weekend, year in year out. It is paid to Band 2, 3 and 5 to work nightshifts.

How did HMPPs arrive at 17% for unsociable hours?

In 2010, a survey of staff as part of WFM, Workforce Modernisation, attempted to establish how many unsocial hours officers were working. The current unsociable hours allowance has existed in its current form for almost 12 years, and while prisons and staffing levels have undergone fundamental change the unsocial hours payment has remained the same.

HMPPS did arrive at a calculation, and although not intended solely to calculate the unsocial hours element of closed grade pay HMPPS previously produced a document intended to work out normalised pay (please see Annex B).

The POA would ask the PSPRB to compare the allowance paid within the NHS for Bands 1 – 7 who work 21 or more unsocial hours a week, which is currently paid at the equivalent of 25% of base pay (source: https://www.nhsemployers.org/sites/default/files/media/Unsocial-hours-factsheet_0.pdf).

Is it effective and is it achieving its purpose?

The POA believe that, for the unsociable hours allowance to be more effective and provide greater compensation for shift disturbance and family life disturbance, the unsocial hours allowance paid within F&S should be increased from 17% to 25% and that all closed grades should receive an equivalent amount to recognise their continued commitment to working unsocial hours.

The HMPPS Job Evaluation Scheme fails to distinguish and reward the unique differences between operational and non-operational roles. The ability for operational staff who are disabled to request and be granted a reasonable adjustment under the Equality Act 2010 was severely restricted because of their operational role. Where a reasonable adjustment is agreed, pay protection may be granted but is limited to two years, and at the two-year point staff are faced with the dilemma of accepting a re-grade with a considerable loss of both salary and pension or leaving the service, something rarely the case for their non-operational colleagues.

Most staff who leave the service under ill-health retirement or medical inefficiency terms are operational staff. This is simply because their working environment is considerably more challenging.

The POA have clear evidence that the emotional demands placed upon staff, especially in the formative years of their careers, can be a significant factor in relation to retention, morale and motivation.

In last year's submission, the POA requested that the unsocial hours allowance be replaced with an operational allowance.

The POA have consistently asked the following questions:

What reward do Uniform grade staff receive for the unique emotional demands that their work puts them under?

What in pay differentiates a Uniformed member of staff in recognition of the operational and emotional demands faced in that role, over and above the pay of a non-operational Band 3 colleague?

The constant view of HMPPS appears to be that the unsocial hours allowance is the only mechanism needed to differentiate between the operational bands and non-operational bands, something that we raised at length last year. This year we ask you to bear in mind those factors but to increase the unsociable hours allowance to compensate our members for the commitment they give to working shifts and the disturbance that causes and the commitment they give to working alternate weekends.

Is the rate for this allowance appropriate and if so, what is the justification for this? If not, what should the rate be set at and why?

Currently the 17% unsociable hours allowance is paid in relation to F&S Prison Officers and Operational Support Grades having to work alternate weekends, work late into the evenings sometimes as late as 22.00hrs, with some reception staff working even later, having to work early mornings, sometimes starting as early as 06.30hrs and having to work night shifts and bank holidays. In the case of the OSG grade, many work a week of night shifts as part of their regular shift cycle as often as every six weeks.

The impact of shift working on the health of employees is well known. Numerous studies have concluded that the impact of night and shift working is detrimental to both physical and mental health. The POA do not believe that the current unsocial hours payment is acceptable compensation for its operational staff. Shift work affects biological rhythms, the body clock, sleep and social and family life. Some current HMPPS shift patterns regularly present 10-day working stretches without a day off.

HMPPS do not routinely carry out health screening of staff who perform night duties. HMPPS shift workers regularly find themselves excluded from family activities due to their shift pattern commitments, but HMPPS do not highlight this fact as part of its recruitment process. According to the latest HMPPS advertisement for Band 3 officers joining the service, the salary is given as circa £24,200, with 17% of this paid as an unsocial hours allowance – which incredibly puts a new officer on circa £13 per hour with the unsocial element given as £2.20 per hour, something we find repugnant.

Since the introduction of benchmarking, we have seen numerous cases across the country where uniformed staff are struggling to deliver aspects of their operational role, and under certain circumstances they are forced to accept a regrade to a non-operational role to remain in employment.

They tell us that they cannot believe they receive the same base pay working as an administrator as they did for walking the landings, for having to don PPE and pick up a riot shield, for having to deal with the care and support of suicidal prisoners, for being assaulted, for being exposed to psychoactive substances, or for having to pass a fitness test. Then, they conclude, I no longer have to work evenings, weekends or night shifts and Christmas or any other bank holidays.

There is no recognition in pay for uniformed staff and the unique emotional demands they face. Our members have witnessed and are still witnessing gruesome homicides. Our members have dealt with prisoners who have slit their throats, wrists and femoral

arteries, prisoners who have hung themselves, poisoned themselves, and unfortunately the list goes on.

Recommended Further Reading:
- *Gail Kinman POA Work Related Wellbeing Survey August 2020: https://www.poauk.org.uk/media/1888/poa-survey-of-work-related-wellbeing-1.pdf*
- *IOSH – The effects of shift work on Health: https://iosh.com/media/1572/the-effects-of-shift-work-on-health-summary-report.pdf*

Setting a new rate

The POA ask that the PSPRB recognise that the unsocial hours element of pay has remained unchanged for over a decade and that it does not provide adequate compensation for the disturbance to members' family time and health-related risks associated with shift working and night working.

This year, 2022, is the 10-year anniversary of the 17% unsocial hours allowance. Initially identified as a separate allowance paid for F&S staff, it has not increased in a decade.

The POA believe that the unsociable hours allowance should increase by 8%. We do not believe this to be unreasonable because, as stated earlier, 10 years have passed and if the PSPRB do not intend to revisit this allowance for another five years, then this represents a once-in-17-years opportunity to increase the allowance.

Our suggested 8% over 17 Years equals a 0.47% annual rise.

Therefore, we request that the unsocial hours element of pay for all operational Bands 2–5 is increased from its current position of 17% of pay to 25% of pay. We estimate that cost for this increase to be £6.215 million.

As stated previously it would be remiss of this Trade Union not to remind the PSPRB that an element of pay relating to unsocial hours has existed within closed grade pay long before Fair and Sustainable, and although not expressed as a standalone allowance, closed grade pay features an element of unsocial hours payment and the POA would expect to see that element of closed grade pay increased in line with any increase applied to the F&S unsocial hours allowance.

Increase in Care & Maintenance Allowance for Dog Handlers

The HMPPS Dog Policy Framework states:

> *"Care and maintenance allowance will be paid to accredited specialist dog handlers in possession of a HMPPS dog with an Acquisition Form. This is paid to compensate the handler for the time and responsibility of looking after prison dog(s) they are responsible for in their off-duty hours. Payment of care and maintenance allowance is added to a dog handler's salary, for all periods that the handler is in possession of a HMPPS dog"*

It also says:

> *"Handlers are responsible for feeding and watering, exercising, grooming, caring and maintaining, kennel cleaning as well as control and security of prison dog(s)"*

The Operational Response and Resilience Unit (ORRU) HMPPS Dogs Supplementary Guidance says similar to the above.

Caring for a Prison Service dog is more than what is stipulated in the Policy Framework. Becoming a dog handler is a change of lifestyle, a change of working environment and a change to the whole of a handler's home life.

Feeding and Watering

This is a daily routine that can take varying times depending on whether the dog is fed once or twice a day. If the handler has more than one dog, consideration must be given to whether they can be left alone while eating or does the handler have to stay present while they are eating to prevent any friction between them? It is impossible to put a common time on this across all dog sections. Most dogs will be fed twice daily so this routine must take place before leaving home in the morning and on return in the evening.

Exercising

It is the handler's responsibility to exercise the dog and ensure that it is ready to work on arrival at the establishment or search area. The introduction of the new Policy Framework and Supplementary Guidance brings strict restrictions on the dog handler as to where and how the dog can be exercised bringing a greater level of responsibility.

The policy states: "It is the responsibility of the handler in charge of a dog to complete a risk assessment of each area in which they exercise their dog; this must be a written assessment for General Purpose dogs and a dynamic assessment for search dogs. When exercising General Purpose dogs during transit or deployments away from their base establishment a dynamic risk assessment must take place in advance of the exercise period and the use of a muzzle must be deployed."

There is no other HMPPS employee who is required to carry out risk assessments outside of work.

As general-purpose dogs can no longer be let off the lead in public areas, handlers are having to spend more time walking their HMPPS dogs so that they have the equivalent exercise to being allowed to run around. As an alternative, handlers are driving away from residential areas to more rural areas so that their dogs can be exercised off the lead, but this must be done at their own expense.

On return from exercise, the handler needs to ensure that the dog is clean and dry before returning them to the kennel. If they are not, then the handler needs to spend additional time cleaning and drying them. This not only takes extra time but causes an extra expense to the handler, as the towels then need to be washed and dried. This facility is not available in work so needs to be done at home.

Another scenario that isn't taken into consideration is, if a handler has a dog due to retire they will often take on a pup to start early training with or, as a handler would say, "bring on". It is not ideal to walk a pup with an older dog as pups are playful and experience exercising as a time for them to play, whereas an older dog would view exercise as a time to stretch its legs and do its "business". This obviously doubles the time it takes to exercise their dogs.

The department expects their dogs to be walked for at least 20 minutes, four times a day. Prior to the rule changes about dogs being exercised on a lead, handlers would exercise their dogs for far longer than this – but since the rule changes, the exercise time is even longer.

Grooming

All prison dogs need to be well groomed at all times. Depending on the breed of dog, the time needed for grooming will vary. Although proper grooming is not a quick task, it will take considerably less time to groom a Labrador or short haired German Shepherd Dog (GSD) than it will to groom a Spaniel or a long-haired GSD. As there are not bathing facilities in establishments, an added cost to handlers is bathing the dogs at their home.

Caring and Maintaining

The Supplementary Guidance transfers all responsibility for a HMPPS dog from the department to the handler: "Dog handlers, specialist Band 4s (and Band 5s), have devolved responsibility for the safe and professional care and deployment of dogs; this is a personal responsibility and must not be taken lightly." The guidance also states: "It is imperative that all handlers are aware of adhere to current legislation regarding care and control of dangerous dogs."

The guidance goes on to say: 'Dog Managers and handlers with responsibility for HMPPS dogs are required by law to care for them properly and take reasonable steps to ensure the animal's welfare needs are met. The Animal Welfare Act 2006 states owners must provide their animals with a suitable environment, a suitable diet, the ability to exhibit normal behaviour patterns, protection from pain suffering, injury and disease and the animals needs to be housed with or apart from, other animals. Responsibility for meeting these legal needs are devolved to dog handlers, who are responsible for the dogs they are licenced for.'

No other HMPPS employee is given personal accountability for any other HMPPS equipment. This is a huge responsibility placed on the handler and is a responsibility that is all day, every day, 365 days a year.

Kennel Cleaning

Depending on the dog's fouling habit this can be a daily task. Due to the recent restrictions put on dog handlers while exercising their dogs, some dogs will not defecate while they are on a lead, which only gives them the kennel area to use. Cleaning a kennel daily does not simply involve cleaning away any faeces. A kennel is a dog's home and needs to be scrubbed clean to prevent any bacteria build-up. If the kennel needs daily cleaning, this can take up to an hour a day.

An issue not mentioned in the Policy Framework is the dog's bedding. The majority of handlers will give their dogs bedding to sleep on. This is then an added expense to the handler as it will need regular washing and drying, particularly in the winter months when the dogs may be wet.

What the Policy Framework does not mention is the maintenance of the kennel. The dog handler is responsible for the maintenance of the kennel. This would include treating the kennel with wood preservative and roofing materials. Regular upkeep is required to ensure that the kennel is free from draft and also remains dry at all times.

Using the example given in exercising, a pup cannot be housed in a kennel overnight during winter months. Therefore the handler will need to house the pup indoors, which then leads to further cleaning.

Control and Security

As the guidance states: 'Dog handlers, specialist Band 4s, have devolved responsibility for the safe and professional care and deployment of dogs; this is a personal responsibility and must not be taken lightly.' And 'It is imperative that all handlers are aware of and adhere to current legislation regarding care and control of dangerous dogs'. Therefore any breach of The Dangerous Dog Act 1991 will be the personal responsibility of the handler themselves. This is a huge responsibility for a handler, as animals, however well trained, can be unpredictable.

The above is what the HMPPS Dog Policy Framework states the Care & Maintenance Allowance is for and, while there is an enormous responsibility placed on the handler as described above, there are other factors that are taken for granted. This is the major impact on family and home life.

Early Mornings

On arrival at the establishment or search area, the dog needs to be ready for duty. This means that it needs to be fed and exercised before leaving for work, hence a dog handler will have to get up earlier than other uniformed staff.

After Work

The working day does not finish for the handler when leaving the establishment as there are still dog caring responsibilities that need to be taken care of. The dog needs to be fed, exercised and cleaned before being bedded down for the night.

Vehicle Expenses

When buying a new car, consideration must be given to size as there is a requirement to carry HMPPS dogs in the handlers' personal car. This is the position for all handlers in the high security estate and some search dog handlers. Needing a bigger car increases the cost, which must be met by the handler as there is no help from the department. Other vehicle expenses include regular cleaning due to transporting the dog to and from work.

In addition, the vehicle is used to carry the dogs to boarding kennels, veterinary surgeries and safe exercise areas, all of which are necessary, but the cost is met by the handler of wear and tear of the vehicle and the fuel costs.

The handlers also need to have business insurance on their cars as they are carrying HMPPS dogs, and again this is an extra cost.

Boarding Kennels

Handlers are allowed to board their dogs for the equivalent number of days annual leave that is allocated to them, plus an extra eight days to cover rest days either side of their leave. The Care and Maintenance Allowance is not paid to the handlers while their dogs are in boarding kennels. It is calculated at the end of the year and then deducted from the following year's allowance.

Most boarding kennels charge by the day, which includes the days they are delivered and collected. This then means that not only are the handlers delivering and collecting at their own expense but also in their own time as the Care and Maintenance is deducted for those days.

Rest Days / Weekends Off

Rest days are not simply a day off like those of other uniformed grades. Rest days for a dog handler still involve feeding, exercising, cleaning and grooming their dog. Working dogs need routine and that routine needs to be kept so handlers still need to get up early.

A dog handler cannot arrive home for a weekend off and spontaneously decide to go away for the weekend. The needs of the dog must come first. To kennel the dog without permission will result in it being at the handler's expense and the weekend break would have to be cut short so that the handler is back in time to get the dog from kennels ready for a Monday shift.

Family days out have now been restricted with the new eight-hour instruction that "dogs must not be left unsupervised for any more than 8 hours". This means that any family days out are restricted to no longer than eight hours away from home.

There is an example where a handler owned a static caravan on the coast where he liked to spend his weekends. His time away was reduced due to having to take and collect his dogs from boarding kennels after his last shift and prior to his next working day. Questions were asked if the officer was suitable to be a handler, which is unacceptable. Dog handlers are entitled to a home life and a work-life balance.

Buying a House/Moving Home

When contemplating buying a new house, consideration must be given to the size of the garden as it must be large enough to house a prison-issue kennel. This could come at an additional cost to the handler as there is no help from the department. Further costs would occur as there would be a need for an outside tap to clean the kennel, power to the kennel to provide heating and lighting and tidying of the garden once the kennel base had been laid.

What also needs to be taken into consideration when buying a new home is that those issued with a dog vehicle need to have a safe place to park it, which is generally on a drive off the road. Parking a large vehicle on a domestic driveway may cause damage to slabs, etc.

Knowledge of the Law

The number of laws that dog handlers need the knowledge of is vast. All public-sector operational Prison Officers have the powers of a constable and should know about Police and Criminal Evidence Act 1984 (PACE). However, dog handlers need to know about it in more depth, particularly the powers of arrest. Search dog handlers may need to arrest a member of the public or staff should they be found in possession of illicit items coming through the establishment gate and a general-purpose dog handler may need to arrest a prisoner should they escape or attempt to escape following a chase by their dog.

In addition to PACE, there are other laws that dog handlers need to have knowledge of:

- Welfare of Animals Act 2006, Animal Welfare Act 2006, Section 4
- Animal Welfare (Service Animals) Act 2019
- The Welfare of Animals (Transport) (England) Order 2006
- Dangerous Dogs Act 1991, Section 3
- Control of Dogs Order 1992
- Dangerous Dogs Act 1991, Section 1
- Dogs (Protection of Livestock) Act 1953
- Dogs Act 1871
- Animal Health Act 1981
- The Road Traffic Act 1988
- Animal Welfare (Electronic Collars) (Wales) Regulations 2010
- Under the Docking of Working Dogs Tails (England) Regulations 2007, Docking of Working Dogs (Wales) Regulations 2007
- Anti-social Behaviour, Crime and Policing Act 2014 amends the Dangerous Dogs Act 1991
- Environmental Protection Act 1990, Litter (Animal Droppings) Order 1991; Anti-social Behaviour, Crime and Policing Act 2014
- Road Traffic Act 1988, section 27; Anti-social Behaviour, Crime and Policing Act 2014
- Animals Act 1971, Section 2

And many, many more. No other HMPPS employee needs to have such knowledge or awareness of this many laws.

Payment Plus

Payment Plus is available to most operational staff. This is either for their home establishment or for other establishments. The work is normally that of a Band 3, but it can be covered by any Band 3, 4 or 5. The shifts worked on Payment Plus are normally of around 12 hours, similar to long shifts in most shift patterns. The restrictions placed on the dog handlers by the Policy Framework now prevent them from working Payment Plus unless they place their dogs in boarding kennels paid for by themselves. This is because the policy has brought in a new rule: 'Dogs must not be left unsupervised for any more than 8 hours.' Therefore, if the handler wishes to work Payment Plus, they must place and fund their HMPPS dogs in boarding kennels.

Clothing

While a uniform is provided for wearing on duty, only the outer wear is available. Dog handlers work outside in all weathers. Handlers buy clothing to wear under their uniform to help them stay warm. They buy items such as thermal underwear, thermal socks, hats, gloves, a snood, etc.

No warm clothing is supplied for exercising the dogs during time off so, in addition to the above, warm outer clothing, coats, boots, etc needs to be purchased.

Household Energy/Water

Dog handlers will regularly need to use their own energy/water supplies while caring for their HMPPS dogs, and this is at their own expense. Below is a list of tasks that will use household energy/water supplies paid for by the handler:

- Lighting in kennel: electric
- Heating in kennel: electric
- Cleaning kennel: electric/water
- Washing dog bedding: electric/water
- Washing uniform: electric/water
- Washing dog: electric/water/gas
- Washing dog towels: electric/water
- Washing dog bowls: water/gas
- Drinking water for dogs: water
- Cleaning car: electric/water
- Cleaning dog equipment: electric/water/gas
- Garden lighting: electric
- CCTV (optional): electric
- Indoor cleaning (pups): electric/water/gas

The Needs of the Dog

All handlers will put the needs and care of their HMPPS dogs as a priority. Many times, this involves the handlers buying equipment etc themselves either because they cannot get it from their establishment or because they believe the dog needs it.

For example:

- Dog bedding: not issued, but needed to make the dogs comfortable and to keep them warm.
- Treats: needed for training, particularly with young dogs as this is the modern way of dog training.
- Balls/toys: to give the dogs some fun.
- Poop Bags: to ensure they can comply with the law and clean up after their dogs.

Treats, Balls/toys and poop bags should be supplied by HMPPS. However this can be a time-consuming process, and therefore handlers find it easier to buy for themselves.

Conclusion

The above describe all the extra work and expenses incurred by HMPPS dog handlers. When taking on the role of a dog handler, the officers are fully aware of the responsibilities that will come with the job and the impact on their family life, although everything listed above may not be realised until they are actually operational as a dog handler.

While the department may argue that the pay and Care and Maintenance Allowance paid to handlers must be adequate as they are never short of volunteers to fulfil the role, that does not make it morally fair.

Dog handlers and their dogs are an important part of prison security, not only in patrolling the grounds as additional security in preventing escapes but also in the discovery and supply reduction of illicit items.

Costs

The current Care and Maintenance Allowance is paid at the following rates:

Dog handler with 1 dog: £1,526 per annum = £4.18 per day
Dog handler with 2 dogs: £1,908 per annum = £5.23 per day

There are 256 handlers with one dog and 242 handlers with two dogs. This equates to an annual cost to the department of £852,392.

Pre-1987, dog handlers were paid one hour a day overtime known as the Grooming Hour as pay compensation for looking after the dogs in their own time. This stopped being paid when Fresh Start came in. Since this time, dog handlers have not been adequately compensated.

Many police forces and prison services, such as the NI Service, currently receive higher allowances and/or the grooming hour, which is normally the last hour of their shift. Prison Officers should be treated equally to other prison services and police forces.

Overtime does not currently form part of an operational Prison Officer's terms and conditions. The closest payment presently in place is Payment Plus, which is currently paid at £22 per hour. A return of the grooming hour paid at the present rate would be calculated as follows:

365 days in a year less 48 days for boarding kennels: 317 days
x
Current Payment Plus rate: £22
=
£6,974 per handler

We do not believe that the current rate of the allowance is set appropriately due to all the factors detailed above. Therefore, we recommend that the Care and Maintenance Allowance be increased to £7,000 per annum for handlers with one dog, and a further £500 per annum for all additional dogs, to better compensate for all the time, disruption of family life and extra expense.

Total cost to the department:

Number of operational dog handlers: 498
x
Care and Maintenance Allowance: £7,000
=
£3,486,000

Those with Second Dogs: 242
x
2nd Dog additional payment: £500
=
£121,000

Therefore, the total cost of this proposal is: £3,607,000

Less current cost: £852,392

Therefore, the additional cost of this proposal is: £2,754,608

Payment Plus to be increased and pensionable

Payment Plus (Band 3 to Band 5 including closed grades) was introduced in 2008 as a collective agreement on staff terms and conditions for all Prison Officer grades, including associated Specialist Grades as identified in Bulletin 8 who undertake additional hours working outside of normal conditioned hours. The rate of Payment Plus is set under the remit of the Prison Service Pay Review Body.

As Payment Plus has evolved and reshaped since 2008, we find ourselves in a position where Payment Plus is now used to cover significant long-term ongoing staffing shortfalls against agreed Staff in Post figures on a daily basis, emergency medical escorts, planned medical escorts, detached duty and on occasion key training. Payment Plus cannot be used by establishments to cover shortfalls caused by staff sickness, but an exceptional Covid-specific allocation of Payment Plus was made available last year through Covid bonus schemes based on Payment Plus.

The POA believe that the duties delivered on Payment Plus are simply the core duties of all Prison Officers under their contract of employment. History demonstrates that Payment Plus is not paid as a one-off, it is not extraordinary, and it is not only paid on an exceptional basis.

Payment Plus is currently being used to prop up a failing recruitment and retention policy and shortfalls covered by temporary cover. Issues around recruitment and retention have been addressed by a massive reliance on Payment Plus in several establishments to simply bring a prison up to its agreed safe, decent and secure minimum staffing level, to maintain a level of safety and regime for staff and prisoners.

The duties delivered vastly contribute to a reduction in reoffending and maintaining operational stability. These duties include ensuring visits to prisoners are not cancelled,

ensuring prison education and vocational training is not cancelled, serving prisoners their meals, maintaining hygiene on the wings by supervising cleaning parties, allowing prisoners access to fresh air, allowing prisoners access to showers and basic hygiene, allowing prisoners access to fresh bedding and clean clothes, keeping prison laundry's working and keeping other essential prison workshops open.

We could compile an endless list of the duties delivered by Prison Officers under the Payment Plus scheme. As stated earlier they are the core functional day in day out duties that Prison Officers deliver and as such should be pensionable.

Historically, Payment Plus has been used to support key training delivery. A recent example was counter terrorism step up training, in which Payment Plus was used to pay staff in service prior to 2017 who did not receive this training when they joined the service.

The POA believe that Payment Plus is now a permanent feature of our members' pay. It may have been introduced in 2008 in the belief that it was temporary, occasional or irregular and time limited, but the issues around recruitment and retention over the last 11 years has seen an exceptional reliance on Payment Plus simply to maintain the basics in all our prisons.

For the last 13 years, Payment Plus has been the overtime scheme for Prison Officers in England and Wales. Younger staff on more recent Fair and Sustainable contracts rely on Payment Plus to make up for lower base pay that applies to F&S new entrants.

In 2016/17 HMPPS informed the PSPRB of its intention to reduce its reliance on Payment Plus and to introduce a contracted hours scheme (pensionable), but to date this has not materialised. In 2018 HMPPS use of Payment Plus peaked at £50 million per annum. In 2019 the PSPRB expressed concerns about Prison Officer reliance on Payment Plus. In 2020 the PSPRB reported that it had still not been provided with "the changes in the hours available under the permanent contracted hours system and the associated decrease in the use of Payment Plus".

Our figures for the January 2022 Payment Plus bonus scheme indicate that there are currently 27 establishments using the scheme to offset staff shortfalls. The shortfall covered by this scheme is currently (January 2022) 528 Band 3 Full Time Equivalents.

The POA believe that Payment Plus and OSG overtime should be pensionable for the following reasons:

- Payment Plus has been in place since 2008 and the POA argue it has become a permanent and regular feature of Prison Officer pay.
- OSG overtime is a permanent feature used to cover core duties due to significant shortfalls in staff.
- The rate for Payment Plus is set by the Prison Service Pay Review Body annually, and again we argue this indicates its permanency.
- The payment is for work delivered under the Prison Officers contract of employment and the work delivered is the core operational duties of Prison Officers.
- Due to staffing shortfalls against agreed staff in post figures, the payment has become a regular feature of Prison Officer pay. If the duties being covered were delivered by substantive officers that salary would be pensionable.

Since 2010 to date, the Prison Service has suffered an exodus of experience. It was recently revealed through a Parliamentary written question that since 2010 HMPPS has lost 86,000 years of Prison Officer experience.

HMPPS have used Payment Plus to cover for shortfalls in staffing figures. Those shortfalls are caused by an inability to recruit and a serious problem around staff retention. Prison Officers have covered the day in day out Prison Officer duties within those shortfalls. The POA want to be clear that, if HMPPS could recruit and retain and was not blighted by staffing shortfalls, the salaries paid to cover those duties would have been pensionable.

While the finer detail of the scheme is rightfully not within the remit of the Pay Review Body, it is acknowledged by the employer that the rate of pay is a matter for the PSPRB.

The current hourly rate is a flat rate of £22, which the POA does not believe adequately rewards Prison Officers for the additional hours worked over their contracted hours. To that end, the POA present to the PSPRB that an hourly rate of £30 would better recompense employees for working overtime.

The work undertaken under the banner of Payment Plus can include any of the work found within the relevant grade job description. It is not uncommon to have a member of staff working a 12-hour shift on a constant watch, which consists of monitoring an individual who is at serious risk of suicide. Payment Plus is often used as a short-term fix to backfill chronic staffing shortages. During the pandemic, bonus schemes were rolled out that had payments based on Payment Plus with an added cash incentive.

When our members indicate they wish to work Payment Plus, it is the position of HMPPS that they have in effect signed a contract which is binding. If the circumstances change and staff wish to withdraw, the HMPPS view is that there is no route to withdraw and that the additional hours must be worked.

It is our view that the current rate of Payment Plus does not adequately compensate our members for the additional hours worked, and nor does it account for the fact that the hours worked under the banner of Payment Plus regularly has POA members working over 50 hours a week, with all of the physical and mental difficulties this can bring.

The POA believe that establishments have exceeded the agreed Payment Plus rates by attaching bonus payments at certain sites.

We have seen a recent “modified” scheme advertised at HMP Wayland that indicates PP payments are being enhanced via bonus payments for periods of the day by an additional bonus:

> *We are going to run a local PP reward scheme at Wayland to reward staff for covering additional hours. This scheme is for the purpose of covering the core Band 3 profile to support the consistent delivery of the regime only. This scheme is available to Band 3/4/5 Operational grades.*
>
> *This scheme is different from previous schemes. A bonus will given for the completion of a PP shift in addition to the normal PP rate, see the additional bonus table below. PP will continue to be available for additional hours outside of those that attract the additional bonus.*

Where an additional shift is being worked but a normal detailed shift includes a 15 minute hand over the PP shift will still attract the bonus assigned to it.

This PP Scheme will run from 04/10/2021 to be reviewed regularly regarding its continuation.

The Maximum bonus a member of staff can achieve is capped at £2000. Should a member of staff reach this cap PP will continue to be available where required however no further bonus will be paid to that member of staff.

Bonus payments will be paid on a monthly basis and does not require the member of staff to submit a claim but the PP rate will continue to be claimed by staff as normal on SOP.

Bedwatches and Nights are not eligible for the additional bonus.

Unfortunately the scheme is not available to our colleagues on Detached Duty at Wayland.

Those who wish to participate in the PP scheme should email their availability to My Detail, Wayland [HMPS] mydetailwayland@justice.gov.uk . The Detail Office will allocate shifts as fairly as possible according to the establishments need.

Additional Bonus Table						
Week Day Regime					Hours	Bonus
07:30	12:30				5	£60
	12:30		18:00		5.5	£66
		12:30	18:00		4.5	£54
			18:00	21:00	3	£36
07:30			18:45		11.25	£135
Week End Regime					Hours	Bonus
07:30	12:30				5	£60
	12:30		17:45		5.25	£63
		13:30	17:45		4.25	£51
			17:45	21:00	3.25	£39
07:30			18:30		11	£132

The process by which the payment of additional hours in comparable occupations – Police, Fire Service and the NHS – varies, from additional hours payments attracting between time-and-a-third to double time. Police payments currently attract payments at time-and-a-third to time-and-a-half for police officers and sergeants. The NHS has a nationally negotiated rate of additional hours to be worked under Agenda for Change for Bands 1 to 7 and the remuneration is between time-and-a-half and double time for public holidays. In this context it is submitted that a payment of a £30 hourly rate would be in line with what other employers are paying. Looking wider than this, the IDS Report March 2015 identifies several employers who pay on this basis.

The POA would submit that the payment of additional hours should be pensionable as the hours worked and the duties performed are identical to basic salary, and would refer to the High Court ruling in respect of the Fire Brigades Union where it was ruled that overtime was pensionable because of their regularity.

The POA would wish to draw attention to the TUC Report that states that more than 5 million UK workers put in a total of 2 billion unpaid hours in 2018. It goes on to identify

that one-in-four public-sector employees (25.3%) worked unpaid overtime, compared to around one-in-six employees in the private sector (15.8%). Public-sector workers contributed £12.0 billion of unpaid overtime last year. Public-sector employees make up just a quarter (25.2%) of total employees but produce more than a third (35.3%) of all unpaid overtime. [TUC Report March 2019]. The POA would be looking to the PSPRB to take this into consideration in accepting the proposal to pay £30 per hour and to make these payments pensionable in respect of designated overtime payments.

The POA submission for Payment Plus asks the PSPRB to increase the rate of PP from its current figure of £22 per hour to £30 per hour, and we believe that the cost for this based on the last comparable figures available for PP (2019) will increase the total cost by 36%, taking the total spend from £36 million to £49 million. The POA believe the increase will go some way to compensate those staff who work the additional hours.

Secondly, we believe the increase in Payment Plus will encourage the employer to enter into meaningful negotiations with the POA over a range of issues linked to the use of Payment Plus, including discussions on how using Payment Plus as a short-term fix for chronic staffing shortages restricts the ability of prison managers to plan ahead, which in turn impacts on control and stability in prisons. The POA believe that the current pay policy is no longer fit for purpose and that, although it served its purpose during the introduction of Fair & Sustainable, it is no longer fair and no longer sustainable.

Recommended further reading: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/445750/IDS_report_on_seven_day_working_v6.pdf

OSG Pay

Our members in the Band 2 Operational Support Grades are the lowest-paid operational staff within the remit group, and as stated we are seeking an inflation-proofed 2022 pay award for them.

As mentioned in our pay submission for last year, the Operational Support Grade is the second-largest group of staffing in almost all public prisons, providing an essential role in the maintenance of prison security and other supportive roles. They are often the first contact with members of the public, contractors, service providers and other official visitors, and as such provide the first and final link in the maintenance of establishment security through staffing the establishment gate.

Over the past two years, HMPPS have invested heavily in “through the gate services”, introducing far tighter gate security measures in the fight to support HMPPS drugs strategy, reduce reoffending and crime in prisons strategies. The OSG is undeniably central to the success of these strategies and yet they remain the lowest-paid operational staffing group.

OSGs work more red hours than any other grade due to the frequency of night and weekend duties, often making up the greater operational grade during the night state. HMPPS workforce statistics up to June 2021 shows that, even though OSG staffing numbers rose by 275 in the past 12 months, they remain 2,617 less than they were in March 2010.

The workforce statistics also show that:

- 30.4% of Band 2 OSGs have less than two years' service
- 51.8% of Band 2 OSGs have less than five years' service
- The Band 2 OSG leaving rate is now 13.2% (it was 6.4% in March 2010)
- Despite 1,304 Band 2 joiners in the last 12 months, overall staffing in this grade only rose by 275 for the year

Public Sector Prisons Agency data Nov 2021:

- 172 Agency OSG band 2 were employed to carry out contract duties.
- 218 Agency OSG band 2 were employed to carry out other establishment-based operational duties to help fill the staffing shortfalls in this grade.
- These figures equate to a total of 390 Agency OSG Band 2 employed to carry out operational duties in the month of November 2021.

It has not been possible to discover the hourly rate of pay that is paid to these agency workers or the cost of hiring agency staff to HMPPS, but it is believed to be at a higher rate than is being paid to the directly employed operational Band 2 OSGs.

It is common knowledge that, due to the difficulty in recruiting the OSG grade throughout public-sector prisons and the poor overtime rates applicable, establishments are resorting to having to backfill vacancies during nights and also day duties by using Band 3 officers on Payment Plus rates of pay.

The POA consider that the only way that the continued poor retention and recruitment into the OSG grade can possibly be addressed is through the provision of an inflation-busting pay award for this pay year, with an increase in overtime payments.

We note the PSBRB recommendation 5 and the intention of only reviewing allowances on a five-year rolling basis, and also that appendix G of your report for the pay year 2021 identifies that you will not be reviewing the OSG overtime rates of pay until the year 2 – 2023.

The POA do not believe that OSG overtime currently constitutes an allowance. However, in our pay submission last year we submitted that the OSG overtime payments should be increased, and this remains our position. Therefore we are once more re-submitting our submission this year as we consider that further delay will only exacerbate the current problems with recruitment and retention, particularly in a year in which the population is facing an unprecedented financial squeeze on wages.

OSG overtime to be increased to time-and-two-thirds for green hours and double time for red hours, and for it to become pensionable.

We call for a pensionable simplified rate to be introduced for additional hours worked by Operational Support Grades, Night Patrols and Prison Auxiliary grades, taking into consideration the failure by HMPPS to consistently recruit and retain the number of FTE staff required, the importance of the role and the significant part of security and staff safety that OSGs in every establishment undertake.

The current calculation used to calculate overtime payments is:

Payment at the following overtime rates will be made for the authorised number of hours worked more than full time and will exclude travelling time. These rates are non-pensionable, and depending on when hours are worked the overtime rate will be either at single time, weekday time or weekend time:

• Single time = basic annual salary ÷ 261 working days ÷ 7.4 daily hours
• Weekday time = Single time x 1.33
• Weekend time = Single time x 1.75

The payroll system will run the complete calculation before rounding the result to the nearest £0.01 (i.e. it does not round up the Single time before multiplying it for weekday or weekend time).

Failure to recruit into this grade led to an overtime cost of £8,996,333 in 2019/2020, and an outstanding TOIL figure of 52,139 (November 2021), and an average leaving rate of 10.9% per year over six years leading up to March 2020.

The POA also seek the removal of the OSG Band 2 from the remit of the Prison Service Pay Review Body.

The PSBRB was put into place under section 128 of the Criminal Justice and Public Order Act 1994 on 14 April 2001, as a compensatory mechanism for the removal of prison officers' right to take industrial action through the implementation of section 127 of the same Act.

The POA believe that this was never extended to include the operational Band 2 grade as section 127 did not include the OSG, as they do not hold the powers of a constable. Therefore, they continue to retain the rights to take industrial action, and as such the compensatory mechanism should not apply to this grade, and therefore should never have been included as part of the PSPRB remit. The POA believe that bargaining rights for this grade should not have been removed and must be returned and remain with the Trade Union.

In an indicative ballot of the OSG POA members, conducted by the POA in December 2021, there was an overwhelming endorsement of industrial action, up to and including strike action, with those voting indicating by 90 per cent that view, demonstrating their discontent in their pay.

We have noted that HMPPS in their pay submissions last year included an additional pay band into the PSPRB remit for consideration this year:

> *K. As set out in further detail in Chapter 3, HMPPS has introduced a new Band 12 grade into the Fair & Sustainable (F&S) pay structure to accommodate the current cadre of Prison Group Directors (PGD) and a small ring-fenced number of senior operationally-focussed roles who will be transferring from the Senior Civil Service grading structure. This will conclude by 1 April 2021, and an opt-in exercise has already launched in advance of this. This change addresses "leapfrogging" of newly promoted staff over their more experienced colleagues.*
>
> *l. We are not seeking proposals from the Review Body for the 2021/22 pay round, however the new Band 12 will form part of the Review Body's remit group going forward. Therefore, we*

now consider that, if it is possible for HMPPS to introduce new Bands into the PSPRB remit, then it is also possible for Bands to be removed from the remit. Therefore we give notice that we will continue to campaign to regain pay bargaining rights for this group of staff.

2020 PSPRB Recommendation 3 to be Implemented

The POA fully supported the PSPRB recommendation 3 of 2020. The Government decision not to implement has proven to be short-sighted and counterproductive in relation to staff morale. It also means that the training, mentoring and resigning churn continues unabated. Therefore, the POA urge the PSPRB to repeat Recommendation 3 of 2020 in this pay round.

Voluntary Additional Duties

POA Conference policy is that our members should not carry out tasks for no pay. Negotiations between the POA and HMPPS regarding the Advanced Prison Officer broke down in July 2019. The POA believed that too many issues that would inevitably arise remained unaddressed.

The POA could not agree that someone being paid as a Band 4 would routinely be detailed to deliver Band 3 tasks, and we perceived it as a potential equal pay claim. It was proposed that financial liability transferred to local budgets after 12 months. Therefore without guarantees around funding beyond the first year, the POA believed the project was unsustainable. The POA are not prepared to re-engage with HMPPS over APO as they believe that all grades who carry out additional duties should be paid, not just Band 3s.

Incidentally, HMPPS in a recent recruitment campaign for HMP Onley stated that candidates would have the opportunity to progress to an advanced prison officer role (see Annex A). Until HMPPS devise an acceptable method to pay individuals for additional voluntary duties, the POA request that any individual who volunteers to carry out additional specialisms must be paid an annual allowance or retainer of £500 per specialism.

This list is not exhaustive:

- Negotiator
- ACCT Assessor
- C&R Instructor
- C&R Tornado
- First Aid
- Mentor
- Local Response Team (LRT)
- Care Team
- Mental Health Allies
- OSG Drivers (includes Tornado and Cat A/High Security)
- ECR / Control Room Operators.
- Separation Centres.
- Discreet HSE Units.
- Family Liaison Officers

All of the above duties are additional responsibilities over and above those set out in an individual's job description. The roles above are key to delivering safety outcomes for prisoners, staff and visitors to HMPPS sites.

The POA believe that, if 25% of the volunteers delivering these roles decided individually to withdraw their services, there would be a huge impact on safety and security within prisons. We believe that reliance on volunteers to deliver this work without a reasonable financial reward is neither fair nor sustainable. Therefore, our members who take on the training demands and pressures incumbent within these specialisms must be adequately financially rewarded.

Increase in Tornado and Dirty Condition Payments

The POA would point out to the PSPRB that dirty condition payments and Tornado payments are not an allowance. We call for an increase be applied to the following payments and that these payments become pensionable: Dirty Condition Payments; Tornado.

Dirty Condition Payments

In the year April 2020 to March 2021, HMPPS paid £908,967.00 in dirty condition payments. The POA believe that the payment should increase as below:

Up to 4 hours: £10.00 per period should be uplifted to £15.00 per period.
More than 4 hours: £20.00 per period should be uplifted to £30.00 per period.

Dealing with prisoners who are on a dirty protest is among the worst duties carried out by a Prison Officer. The emotional and psychological demands, risk to health and gruesome conditions that staff must work in would be intolerable to anyone outside the service. That, added to threats from prisoners and the horrendous smell of human excrement, make the task almost unbearable, but prison staff still must deal with the situation in their daily duties, ensuring that decency is always maintained as best for the prisoner and prisoners in the vicinity.

Tornado

Officers: £24.86 per hour should be uplifted to £35.00 per hour.
OSGs: £19.00 per hour should be uplifted to £30.00 per hour.

Brave men and women throughout the estate are specially trained (Tornado trained) to deal with acts of indiscipline. Most establishments have a commitment that they must have a certain number of staff fully trained to respond to incidents should the need arise. When called, often from home at both day and night, disrupting their family lives, these staff are responding to the unknown but are willing to risk their safety for their colleagues and for HMPPS. That risk and emergency response should be recognised and acknowledged by HMPPS. Officers can currently earn £22 an hour through Payment Plus performing much less demanding duties than those of our C&R advanced specialists.

Covid has had an impact on the numbers of candidates completing the C&R advanced courses, but prior to Covid volunteer numbers were declining. The POA believe that, in order to incentivise staff to volunteer for Tornado duties, successful completion of C&R advanced training should attract a £500 specialism payment / retainer, repeated annually.

Pay for Temporary Cover

The current promotion policy followed by HMPPS is proving to be unwieldy and a barrier to enabling HMPPS to access staff with the requisite qualifications to seek promotion and fill vacant posts to a more senior level.

The Covid-19 pandemic has exacerbated the situation, as the Job Simulation Assessment Centre was closed, further preventing staff from being able to seek promotion with the required qualifications, with little prospect that this position will improve within the next year.

It must be noted that, for each person who is awarded temporary promotion to a higher grade, this leaves a vacancy in the lower grade, which in turn applies greater pressure on those staff from where the vacancy is now committed.

It is also evident that, in many cases, a member of staff can be temporarily promoted for some considerable time beyond the 12 months expected by HMPPS, with some performing the higher role in excess of 24 months.

Payment for acting up on a temporary basis is currently referred to as a Cover Payment and is calculated on the base pay of an employees' substantive Band at the following rates of payment: 10% for covering a role one Band higher and 15% for covering two or more Bands higher.

It is our submission that this system of payment for undertaking the full duties on a temporary basis of a more senior post does not properly reward the work being done. Furthermore, this penalises workers with less time in the service, who have not yet achieved the pay maxima for their substantive grade as compared to a member of staff that has reached their pay maxima, and therefore they will receive less remuneration.

Many other employers have recognised the inherent unfairness in respect of such arrangements and have ensured that pay for covering a more senior post is fair and defensible – and more importantly individuals are paid the correct rate for the job that they do, for however long they do the higher role.

In evidence, several public-sector employers have adopted pay policies that reflect a much fairer payment for employees undertaking cover arrangements. These are a sample of such employers: Barnet Council; SOAS University of London; Falkirk Council; Swindon Borough Council; Exeter University; and Tower Hamlets Council.

As stated above, individuals may be carrying out the more senior role on a "cover basis" for a significantly longer period than 12 months.

Therefore, our submission is that staff who fulfil a temporary cover role are remunerated fully to include consolidated annual pay progression in line with those carrying out the substantive role.

In the year April 2020 to March 2021, HMPPS paid a total of £8,967,718 for temporary cover.

Market supplements

The POA believe these supplements should be expanded to more sites, based on a site's ability to staff to its agreed target staffing figure and paid to all Uniform Grades in those establishments that receive it. The POA believe that, if an establishment cannot staff to 90% of its target staffing figure, it should receive market supplements. Market supplements should also be equal for operational grades band 2-5.

Staff attrition is at its highest in the history of the Prison Service. Better-paid jobs with less stress, more flexibility and less-demanding attendance patterns continue to lure OSGs and Prison Officer grades out of the service and into better-paid and safer occupations.

The POA believe that, as the prison building programme is now delivering the first of 18,000 new prison places, there will inevitably be greater demand from both public-sector and private-sector employers for high-quality candidates to join these establishments.

Band 3 F&S pay levels remain insufficiently competitive. We have evidence that HMPPS staff have resigned from HMPPS from HMP Gartree, HMP Woodhill and HMP Bedford to take up posts with G4S at HMP Five Wells at Wellingborough. HMP Five Wells's current recruiting campaign shows them paying £25,164 per annum, rising to £27,261 per annum after two years' service, for new entrant Prison Custody Officers (see g4s.com/en/jobs/prison-custody-officer-brand-new-build/73447).

Compare that to a live campaign to recruit Prison Officers at HMP Gartree and HMP Onley, paying £24,427 rising to £26,101 after two years. A live recruitment campaign for HMP Leicester currently advertises a starting salary (for 39 hours including unsociable hours allowance) of £23,529 (please see Annex A for more information).

We urge you to give very serious consideration the 31 police forces currently recruiting and incentivising new entrants with a Year 1 salary of £24,780 rising each year for seven years to a pay max of £41,130 for a Police Constable. HMPPS is haemorrhaging staff in their first two years of service to the National Police recruitment campaign and HM Border Force.

We have area information that the new HMP Glenn Pava establishment will also see staff move from current public-sector establishments in the Midlands area, so we urge decisive action this year to extend market supplements.

We have evidence of Serco paying higher rates of overtime to its PCO (£37 an hour) and OSO (£27 an hour) ranks through a contracted overtime / bonus scheme (see Annex D).

Following the measures introduced in Feb 2017, all staff in specific "amber" and "red" sites have received a £3,000 (amber) or £5,000 (red) yearly supplement, which is not pensionable. Staff promoted to Band 4 from Band 3 in these sites will retain up to half of the supplement as part of their increased pay on promotion and this replaces any allowances in place including any existing market supplements, which causes a financial deficit and no encouragement for promotional aspirations.

A B3 closed grade with a market supplement would be earning more than a F&S newly promoted B4 grade working in the same establishment.

We suggest that market supplements should be extended to all establishments currently recording an attrition rate of 10% or more, and that such an extension of market supplements should be introduced to keep pace with pay and competition in the workplace market and give HMPPS an opportunity to at least match, but preferably better, the rates paid by private-sector providers and that market supplements are paid to all uniform grades in those establishments as an incentive for retention and to gain promotion so that no-one perceives promotion as detrimental.

In late 2021 we saw the return of the Public Interest Transfer scheme, with HMP Portland and HMP Wayland offering publicly funded transfers.

Section 3: Conclusion

In reaching its recommendations, we ask that the PSPRB consider the following:

- The PSPRB is the sole compensatory mechanism for Prison Officers not having the right to strike over pay.
- The POA are expecting an inflation-busting pay award for the year 2022 for all uniformed operational staff across the entire remit group.
- The current pay squeeze and inflation crisis and its effect on workers' pay – our members should not have to go into debt to survive.
- The planned increase in National Insurance contributions.
- The developments around prison staff's pension.
- The increase in pension contributions.
- The continued emotional demand of the role that Prison Officers and OSGs carry out.
- The effect and demand that Covid-19 has had on frontline staff.
- The Government's failure to enact PSPRB's recommendation 3 from 2020 and the ongoing churn that, if addressed, could pay for recommendation 3.
- The recruitment and retention crisis.
- The morale of prison staff.
- The independent survey by Professor Gail Kinman.
- HMPPS People Survey 2021.
- The enduring failure of HMPPS to repay TOIL owed to staff.
- The inability of HMPPS to recruit staff to TSF in every establishment.
- The daily dangers faced by prison staff.
- The large-scale failure of the CPS to prosecute acts of violence against Prison Officers.
- HMPPS's continued failure to reward our members for additional duties and responsibilities.
- Establishment-level failures to implement flexible working / part-time working.
- The flexibility of uniformed staff when urgent assistance is required in other establishments.

2022 provides the PSPRB with a watershed moment, one which can mark an important historical change of course and one on which important developments depend.

There can be no doubt that the cost to society for the failure to rehabilitate individuals sent to prison by the courts is considerable in both cost and the impact on the victims of crime.

The current Government plan to rehabilitate individuals outlined in the recent white paper is wholly dependent an HMPPS ability to recruit, reward and retain the front-line prison staff needed to deliver the aims set out within the white paper.

We ask the PSPRB to grasp the nettle this year and deliver a set of pay-related recommendations to Government that clearly underlines the importance of the role our members play on behalf of society.

On behalf of the POA membership in England and Wales, we thank you for considering our evidence for 2022.

Annexes

Annex A: Live recruitment Campaigns

1. HOME
2. JOBS
3. PRISON CUSTODY OFFICER - *BRAND NEW BUILD*

PRISON CUSTODY OFFICER - *BRAND NEW BUILD*

PRISON CUSTODY OFFICER - *BRAND NEW BUILD*

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Permanent, Full Time – 39 per week, with various shifts

NEW BUILD PRISON

Benefits: Company Pension, free on-site parking, staff canteen, uniform, access to High Street Shop discounts, local Gym discounts and extensive training and development.

Be that person who makes a difference every day, the chance to do an extraordinary job

This is a great opportunity to be a part of something exciting!

A brand new contract, large scale employment opportunities; HMP Five Wells in Wellingborough will set a new standard for new build prisons of the future, using forward-thinking design and technology. The Prison will be the UK's first purpose-built, resettlement Prison. With the expected opening in early 2022, HMP Five Wells will be an integral part of the local community.

Prison Custody Officers (PCOs) are key to the effective running of our prisons and we are looking for people who can fit naturally into this role. There is no such thing as a 'typical' Prison Custody Officer. We encourage applications from individuals from a diverse range of backgrounds, who can demonstrate the integrity, resilience and strong communications skills needed to thrive in this role. No specific qualifications or relevant experience is required.

G4S Care & Rehabilitation Services (CaRS) already successfully manages 4 prisons, one secure training centre and a number of community contracts in England and Wales. The philosophy of our prisons is to rehabilitate offenders and equip them to re-integrate into mainstream society on release. We seek to normalise prison conditions as far as possible to reflect life in the outside community. Our aim is to create an environment in which staff and prisoners feel safe.

The people in your care will have a variety of different needs and it will be your role to ensure those individuals are treated with dignity and respect and helped to find a new way of life whilst maintaining a safe, secure and structured environment.

You will have a number of key responsibilities that assist Prisoner reform, as well as playing a key role in providing prisoners with structure and routine, making sure they get to work in the morning, are actively engaging in education and the prison regime and are secure in their cell in the evening.

THE IDEAL CANDIDATE:

If you join us, you can be sure that you'll find a secure, friendly and professional working environment and be given all the support, training and encouragement you need to build and develop a successful career with us.

As part of your new role with us, you will undertake a custodial qualification. The programme runs in parallel with your initial training course and you will be supported through the programme by an experienced Coach, as well as through a mentoring programme and line management support. On completion, you will obtain a recognised Custodial Qualification, which will support your role and career development.

Your initial training lasts for 9 weeks, where you will receive comprehensive training, which includes Control & Restraint, First Aid, Interpersonal skills and Health & Safety, along with a 4 week shadowing period.

Equality and Diversity is an important part of G4S Care and Rehabilitation Services.

Please note that these vacancies are subject to a 5 year checkable history and the strict vetting standards set by G4S, and Her Majesties Prison and Probation Service and are exempt from the Rehabilitation of Offenders Act.

You must be eligible to work in the UK and must have been resident in the UK for a minimum period of 3 years. You will also need to provide full details of your employment and education history for the last 5 years as part of the security screening process for this role.

Apply now

202201: Prison Officer - HMP Gartree

Ministry of Justice

Apply before 11:55 pm on Thursday 17th February 2022

Return to search results

Ministry of JUSTICE

Apply at advertiser's site

Details

Reference number

178461

Salary

£22,851

Grade

Administrative Officer

Band 3

Contract type

Permanent

Type of role

Operational Delivery
Other

Working pattern

Flexible working, Full-time, Job share, Part-time

Number of posts
20

Section links
Location

About the job

Benefits

Things you need to know

Apply and further information

Location

Market Harborough, East Midlands (region), LE16 7RP

About the job

Summary
please see job description

Job description
Prison Officer - HMP Gartree
HMP Gartree - Gallow Field Road, Leicestershire LE16 7RP
Starting salary: £24,427 (for a 39 hour week inc 17% unsocial)
City/Town: Leicester
Region: East Midlands
Vacancy type: Pass

One career, many roles

Role model, negotiator, referee, educator, influencer, life changer – as a prison officer, no two days are the same.

You will work with people from all kinds of backgrounds to create a safe and secure prison environment. You will support adult offenders with rehabilitation while protecting the public too.

You will play a leading role in offenders' lives, meeting regularly with a small caseload of 5-6 offenders. You will manage their development,

from learning new skills to participation in education programmes, so there is a better chance they won't reoffend on release.

You will also have the opportunity to grow your career, specialising in different areas such as negotiation, supporting prisoners at risk and resolving incidents.

It can be a tough job, but in return you will receive great pay, training, benefits and have the support of a strong team.
Read more about prison officer careers >> - https://prisonandprobationjobs.gov.uk/prison-officer/

During the recruitment process you will be assessed on the behaviours, strengths and abilities required to become an effective prison officer. The behaviours assessed are: Communicating and Influencing, Managing a Quality Service, Making Effective Decisions and Caring. Your natural strengths are assessed to find out what motivates and energises you. Your numerical, written English and spoken English abilities are also assessed.

How to apply

The online application begins with important details such as your National Insurance number and right to work in the UK.

You will then be invited to complete stage 1 of the online tests, to see if you have the basic judgement and numerical skills expected of a prison officer.

If you are successful, we will invite you to stage 2 of the online tests, to see if you have the right natural strengths and preferences to become a prison officer.

Due to the number of vacancies currently available this campaign will only be open for a short period of time and we will only be taking the highest performing candidates at online tests to our online assessment centre.

The Online Assessment Centre

If you pass the online tests, we will invite you to an online assessment centre.

We test to see if you have the abilities, behaviours and strengths to be a prison officer.

Following the successful completion of this we will then invite you to carry out a medical and fitness test. We carry out an eyesight test, hearing test and basic health screening, including blood pressure check.

We will tell you what to expect and bring before the day.

Find out about the application process >> - https://prisonandprobationjobs.gov.uk/prison-officer/tips-for-applying/

Job details

Eligibility

To become a prison officer, you will need to:
be at least 18 years old,
have the right to work in the UK,
be reasonably fit and able to pass our fitness test,
have good eyesight in both eyes (both with and without corrective lenses).
A suitable standard of hearing (without the use of hearing aids) is required for safety reasons for all potential candidates for prison officer training.

To work in a high security prison (category A) you must have been a resident in the UK for the last 3 years.

Nationality requirements
This job is broadly open to the following groups:

UK nationals
nationals of Commonwealth countries who have the right to work in the UK
nationals of the Republic of Ireland
nationals from the EU, EEA or Switzerland with settled or pre-settled status or who apply for either status by the deadline of the European Union Settlement Scheme (EUSS)
relevant EU, EEA, Swiss or Turkish nationals working in the Civil Service
relevant EU, EEA, Swiss or Turkish nationals who have built up the right to work in the Civil Service
certain family members of the relevant EU, EEA, Swiss or Turkish nationals

Essential skills

You don't need qualifications to become a prison officer. Personal qualities are more important. You need to show:

Good communication and influencing skills
Commitment to quality
Effective decision-making
Care and understanding

Pay

The initial training is 37 hours a week. After training, you can choose to work 37, 39 or 41 hours a week. Your annual salary will reflect your weekly hours.

37 hours a week = £23,144 a year
39 hours a week = £24,427 a year
41 hours a week = £25,710 a year

All salary figures quoted include any additional allowances.
The standard working week of a prison officer is based on a 39 hours per week shift pattern consisting of days, evenings, nights, weekends and bank holidays.

You may also have opportunities to work additional paid hours.

Benefits

Working as a prison officer comes with a range of attractive benefits, including:
25 days' annual holiday (rising to 30 days after 10 years' service)
paid time off for public holidays and 1 extra privilege day
Civil Service pension of up to 20% of your salary
generous maternity cover
cycle to work scheme and travel loans
property rental deposit loans
access to keyworker housing schemes
employee assistance programmes

Training and career progression

Launched in 2021 - Level 3 Custody & Detention Officer Apprenticeship. New prison officers starting in 2021 in many of our establishments will be enrolled on our new purpose-built apprenticeship. This new apprenticeship has been developed to replace the current Prison Officer Entry Level Training (POELT) and offer a more supportive and varied learning experience. If you are successful in being offered a prison officer position in 2021 you may be enrolled on to this professional apprenticeship. If you are not enrolled onto the professional apprenticeship you will complete the same training as an apprentice with dedicated support and work towards obtaining a Professional vocational Diploma in Custodial Care.
Full details of the apprenticeship scheme and how it will enhance your experience as a prison officer can be found here – https://prisonandprobationjobs.gov.uk/prison-officer/apprenticeships/

Job offers: 'pass' vacancy

This is a 'pass' job vacancy. If you are successful at the online assessment centre you will be offered a job immediately if there is a

position available.

If there are no vacancies, you will be placed on a reserve list and will be offered a job as soon as there is a vacancy.

Your successful pass from assessment centre will be valid for 12 months if you want to apply for vacancies at other prisons.

Working for the Civil Service

The Civil Service Code sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's recruitment principles. Should you feel that the recruitment process has breached the recruitment principles you are able to raise a formal complaint in the following order
1- To Shared Service Connected Ltd (0845 241 5358 (Monday to Friday 8am - 6pm) or email Moj-recruitment-vetting-enquiries@gov.sscl.com);
2- To Ministry of Justice Resourcing (resourcing-services@justice.gov.uk);
3- To the Civil Service Commission (details available here)

The Civil Service embraces diversity and promotes equality of opportunity. We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission’s recruitment principles.

We encourage applications from people from all backgrounds and aim to have a workforce that represents the wider society that we serve. We pride ourselves on being an employer of choice. We champion diversity, inclusion and wellbeing and aim to create a workplace where everyone feels valued and a sense of belonging. To find out more about how we do this visit:
https://www.gov.uk/government/organisations/ministry-of-justice/about/equality-and-diversity

Disability support

As a Disability Confident employer, MoJ are committed to providing everyone with the opportunity to demonstrate their skills, talent and abilities, by making adjustments throughout all elements of the recruitment process and in the workplace. You will be able to request reasonable adjustments to the recruitment process within the application form. We can offer reasonable adjustments to help with the online tests and online assessment centre.

If you require any assistance, please call 0345 241 5358 (Monday to Friday 8am-6pm) or e-mail MoJ-recruitment-vetting-enquiries@gov.sscl.com.

Responsibilities

If you require any assistance please call 0845 241 5358 (Monday to Friday 8am-6pm) or e-mail MoJ-recruitment-vetting-enquiries@sscl.gse.gov.uk. Please quote the job reference 52308.

Closing date 17th February 2022.

Benefits

For more information about the recruitment process, benefits and allowances and answers to general queries, please click the below link which will direct you to our Candidate Information Page.

Link:
https://justicejobs.tal.net/vx/candidate/cms/About%20the%20MOJ

Things you need to know

Security

Successful candidates must pass a disclosure and barring security check.

People working with government assets must complete basic personnel security standard checks.

Medical

Successful candidates will be expected to have a medical.

Selection process details

please see job description

Feedback will only be provided if you attend an interview or assessment.

Nationality requirements

This job is broadly open to the following groups:

- UK nationals
- nationals of Commonwealth countries who have the right to work in the UK
- nationals of the Republic of Ireland
- nationals from the EU, EEA or Switzerland with settled or pre-settled status or who apply for either status by the deadline of the European Union Settlement Scheme (EUSS)
- relevant EU, EEA, Swiss or Turkish nationals working in the Civil Service
- relevant EU, EEA, Swiss or Turkish nationals who have built up the right to work in the Civil Service
- certain family members of the relevant EU, EEA, Swiss or Turkish nationals

Further information on nationality requirements

Working for the Civil Service

The Civil Service Code sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's recruitment principles.

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

Apply and further information

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

Contact point for applicants

Job contact :

- Name :If you require any assistance please call 0845 241 5358 (Monday to Friday 8am-6pm) or e-mail MoJ-recruitment-vetting-enquiries@gov.sscl.com. Please quote the job reference 52308..
- Email :MoJ-recruitment-vetting-enquiries@gov.sscl.com

Recruitment team :

- Email :Moj-recruitment-vetting-enquiries@gov.sscl.com

Further information

Appointment to the Civil Service is governed by the Civil Service Commission's Recruitment Principles. I you feel a department has breached the requirement of the Recruitment Principles and would like to raise this, please contact SSCL (Moj-recruitment-vetting-enquiries@sscl.gse.gov.uk) in the first instance. If the role has been advertised externally (outside of the Civil Service) and you are not satisfied with the response, you may bring your complaint to the Commission. For further information on bringing a complaint to the Civil Service Commission please visit their web pages: http://civilservicecommission.independent.gov.uk/civil-service-recruitment/complaints/'

https://justicejobs.tal.net/vx/appcentre-1/brand-13/candidate/so/pm/1/pl/3/opp/52308-202201-Prison-Officer-HMP-Gartree/en-GB

Attachments

PO Advert FAQs Feb 2021 V2 Opens in new window(pdf, 359kB)

201810: Prison Officer - HMP Onley

Salary
£22,843
Region
East Midlands
City/Town
Rugby
Building/Site
HMYOI Onley, CV23 8AP
Organisation Grade
Band 3
Post Type
Permanent
Working Pattern
Full Time, Part Time, Part Time/Job Share, Flexible Working, Other
Role Type
Operational Delivery, Prison Officer

Job description

Prison Officer – HMP Onley

HMP Onley, Onley Park, Willoughby On The Wolds, CV23 8SZ

- Starting salary: **£22,843** (for a 39 hour week **inc 17% unsocial**)
- City/Town: **Rugby**
- Region: **East Midlands**
- Vacancy type: **Merit**

One career, many roles

Role model, negotiator, referee, educator, influencer, life changer – as a prison officer, no two days are the same.

You will work with people from all kinds of backgrounds to create a safe and secure prison environment. You will support adult offenders with rehabilitation while protecting the public too.

You will play a leading role in offenders' lives, meeting regularly with a small caseload of 5-6 offenders. You will manage their development, from learning new skills to participation in education programmes, so there is a better chance they won't reoffend on release.

You will also have the opportunity to grow your career, specialising in different areas such as negotiation, supporting prisoners at risk and resolving incidents.

It can be a tough job, but in return you will receive great pay, training, benefits and have the support of a strong team.

Read more about prison officer careers >> - https://prisonandprobationjobs.gov.uk/prison-officer/

How to apply

The online application begins with important details such as your National Insurance number and right to work in the UK.

You will then be sent an online test to see if you have the basic numeracy and skills expected of a prison officer.

Existing prison officers are not eligible to apply for this campaign

Find out about the application process >> - https://prisonandprobationjobs.gov.uk/prison-officer/tips-for-applying/

Job details

Eligibility

To be a prison officer you must:

- be at least 18 years old
- have the right to work in the UK
- be reasonably fit and have good eyesight
- be able to speak with confidence in English or (when specified in Wales) Welsh

Essential skills

You don't need qualifications to become a prison officer. Personal qualities are more important. You need to show:

- good communication and influencing skills
- commitment to quality
- effective decision-making
- care and understanding

Pay

The initial training is 37 hours a week. After training, you can choose to work 37, 39 or 41 hours a week. Your annual salary will reflect your weekly hours.

- 37 hours a week = £21,644 a year
- 39 hours a week = £22,843 a year
- 41 hours a week = £24,043 a year

All salary figures quoted include any additional allowances.

The standard working week of a prison officer is based on a 39 hours per week shift pattern.

You may also have opportunities to work additional paid hours.

Benefits

- 25 days of annual holiday (rising to 30 days after 10 years' service)
- paid time off for public holidays and 1 extra privilege day
- Civil Service pension of up to 20% of your salary
- childcare vouchers, cycle to work scheme, travel loans and other benefits

Training and career progression

- initial 12 week Prison Officer Entry Level Training (POELT) on full pay and expenses, with a NVQ Level 3 Diploma when you finish The 12 weeks is divided between 1 week induction at prison, 10 weeks training, and a final 1 week induction at your prison.
- on-going training and development for specialist skills such as working with vulnerable offenders or negotiation
- opportunity to progress to an advanced prison officer role

Annex B: Normalised Pay

To establish the annual salary a Prison Officer in the closed grade (or a member of staff in a related grade) will get when re-graded to a non operational role, the individual's current annual salary must first be 'normalised' to 'basic pay'. I.e. it is necessary to establish the annual salary after removing the unsocial hours pay element and reducing weekly hours from 39 to 37 per week for comparison with the non operational pay range/scale. Prison Officer 2 already has normalised basic pay with ACH and unsocial hours identified separately.

Calculation before 1 March 2010

Prison Officer = Annual Salary / 1.2666
All other related grades (e.g. OSG, SO, etc) = Annual Salary / 1.2251

Calculation from 1 March 2010

Prison Officer and all related grades = Annual Salary / 1.224

Background

Before 1 March 2010

The calculation is based on the outcome of Bailey equal pay case (April 2007) that decided the comparator pay for uniformed staff should be established by removing the unsocial hours element and reducing weekly hours from 39 to 37 using the following formulas:

OSG, Senior Officer & Principal Officer:

Annual Salary / 39 hours x 37 Hours x 100 / 116.23

This can more simply be expressed as: Annual Salary / 1.2251

Prison Officer in the closed grade:

Annual Salary / 39 hours x 37 hours x 100 / 120.17

This can be more simply expressed as: Annual Salary / 1.2666

The formula for the Prison Officer was different to the others to account for a higher incidence of weekend working.

From 1 March 2010

With the introduction of cover payments, the formula was standardised, reflecting the Prison Officer 2 grade unsocial hours' element of 17.0% on top of basic pay.

The percentage for the reduction in 2 hours from a 39 to 37 hour week is:

(39 hours - 37 hours) / 37 hours x 100 = 5.4%.

The total of 17.0% plus 5.4% is 22.4%.

Therefore, the divisional factor for Prison Officers in the closed grade and other related grades becomes 1.224.

This lower divisional factor results in a higher basic pay calculation for both Prison Officers in the closed grade and all related grades.

Annex C: The Bailey equal pay case 2006

The 2006 Bailey equal pay case was brought to Employment Tribunal by the PCS trade union. It successfully compared administrative grades (mainly EO, AO) with Senior Officer and Prison Officer grades. This resulted in a shortening of the eligible administrative pay scales and an alignment of pay rates with the uniformed grades excluding unsocial hours and additional hours working pay elements. From this point, any increase or change to relevant uniformed grade pre F&S pay scales was automatically reflected in the appropriate administrative pay scales.

The amount of unsocial hours working calculated by the 2006 Bailey Employment Tribunal (and subsequent hearings) found that Prison Officers at that time typically worked 20.17% unsocial / shift hours (for a 37 hour week) and for OSGs, Senior Officers and Principal Officers it was 16.23%.

However, in reality there were many different working patterns as staff could agree to work shift patterns which suited their own particular circumstances as well as meeting operational requirements. An internal survey undertaken to inform the Workforce Modernisation programme (WfM) in 2008 found in reality the great majority (91%) of prison officers, 95% of OSGs and 74% of Senior Officers did in fact work similar number of weekend unsocial hours.

The rate for unsocial hours working in the F&S Bands 1 to 5 was based on the Bailey formula and the internal survey and set at 17% of base pay.

Annex D: Serco HMP Thameside Bounus Scheme

Secro Business

Dear All,

From this coming Saturday 18th December 2021, we will be rolling out a new overtime rate per hour for any PCO & OSO overtime shifts committed within the establishment ONLY. Please note this will not be for any escort, bed watches or night shifts.

This has been approved by Dave Bamford which will run until Sunday 9th January 2022.

Please ensure your availability on Time2Work has been submitted correctly, any shifts

allocated will only be assigned through the availability list on Time2Work following a fair process to ensure every Prison Custody Officer and Operational Support Officer is treated fairly and equally.

Please note any overtime committed by PCOs and OSOs the new rate will be as follows:
PCO Rate – £38 per hour
OSO Rate – £27 per hour

If you have signed the contracted scheme bonus the first 10 hours will be at normal rate overtime on average £24.11. Any additional overtime committed after this will be at the new rate of £38 per hour.

COMs are welcome to carry out PCO overtime at the rate of £38 per hour.

We will be following the Sickness Absence Management CSOP, which states the following:

5.8 Overtime after sickness absence
To help employees recover fully from ill health or injury, they will generally not be eligible for overtime in the two weeks after they return to work. Exceptions may be made at the manager's discretion, subject to a discussion and assessment of any risk with the employee, and the needs of the business.

Employees who are on a phased return to work will not be eligible for overtime during the phased period, to ensure their health is supported in line with medical advice.

Annex E: Band 3 Leavers HMP Berwyn

Band 3 Leavers HMP Berwyn

	Number of staff Band 3 officers	Reason
March 2021	9	Resignation left prison service
April 2021	8	Resignation left prison service
May 2021	10	Resignation left prison service
June 2021	14	Resignation left prison service
July 2021	7	Resignation left prison service
August 2021	10	Resignation left prison service
September 2021	14	Resignation left prison service
October 2021	16	Resignation left prison service
November 2021	8	Resignation left prison service
December 2021	14	Resignation left prison service
January 2022	4	Resignation left prison service
TOTAL	114	