

# Working for you

to represent, influence & negotiate





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## Welcome to the police service...

...and welcome also to the Police Federation of England and Wales. A career in policing is one of the most rewarding and challenging professions there is - I say that as a proud police officer of more than 25 years.

Policing today is vastly different from when I joined and recent austerity measures have taken their toll. The immeasurable changes to the policing landscape means that the service has had to adapt to doing much more with less. You have joined the service at a time where there is huge solidarity in a period of unprecedented change and it is these officers - your new colleagues - who make the service what it is today and what you are now a part of: a policing service revered throughout the world as a service to be proud of.

The Federation has been representing officers and influencing the policing agenda for nearly 100 years. We are the official body that exists to represent and support you on issues such as pay, allowances, terms and conditions, as well as advising and lobbying on operational policing issues, influencing legislation, providing training in issues such as equality, promotion, discipline and health and safety.

Protecting life, property and upholding the law is a responsibility that cannot be underestimated. Your job will be interesting, dangerous and often



unpredictable. Stress comes with the job and you will no doubt encounter many difficult situations.

At some point in your career you may face something you had not anticipated; an accident on duty, an allegation made against you or you may feel you are being treated unfairly in your role. You as an individual matter to us, as does the service as a whole.

There are Federation representatives up and down the country who can step in, advise and offer support if ever you need them. We are here to help you and to speak on your behalf.

This guide gives you an overview of how we help you but please don't hesitate to get in touch with your local branch board or nationally to find out more about the services and support we provide.

Wishing you a rewarding career.

A handwritten signature in black ink, appearing to read 'Calum Macleod', written over a circular scribble.

Calum Macleod  
Chair

### About us

The Police Federation of England and Wales is the staff association for all police constables, sergeants, inspectors and chief inspectors. Created by the Police Act 1919, we are the body that represents the majority of the 123,000 police officers in England and Wales and are the voice of the service. We campaign on your behalf to ensure you and your fellow officers are given a fair deal financially, legally and professionally.

We represent you in parliament - both in Westminster and the Welsh Assembly - holding regular parliamentary meetings, lobbying to ensure that our case, your views, are heard by government, opposition parties and the House of Lords.

But it's the small things we also help to fight on your behalf for. Changes to shifts, provision of equipment, health and safety, welfare and support.

### Core purpose

Our core purpose is to:

- ensure our members are fully informed and that there is the highest degree of transparency in decision making and use of resources;
- maintain exemplary standards of conduct, integrity and professionalism;
- act in the interests of our members and the public, seeking to build public confidence in the police service and accepting public accountability for its use of public money;
- work together and in partnership with others in the policing world to achieve our goals.

We fully support the Code of Ethics, which applies to more than 220,000 officers, police staff, contractors and volunteers working in policing.

It sets out the standards of behaviour that the public can expect from officers and staff at every role and at every level and helps guide decision making.

The main components of the Code are nine policing principles and 10 standards of professional behaviour, see over.



## Policing principles

1. Accountability
2. Fairness
3. Honesty
4. Integrity
5. Leadership
6. Objectivity
7. Openness
8. Respect
9. Selflessness

## Standards of professional behaviour

1. Honesty and integrity
2. Authority, respect and courtesy
3. Equality and diversity
4. Use of force
5. Orders and instructions
6. Duties and responsibilities
7. Confidentiality
8. Fitness for work
9. Conduct
10. Challenging and reporting improper conduct

## Federation structure

Each of the 43 police forces in England and Wales has a Federation branch board and these are split into eight regions - North West, North East, Midlands, Eastern, South East, South West, Wales and London. Each branch board is made up of constables, sergeants and inspectors, which together form joint branch boards. Every officer who is a member is entitled to vote for a local representative and elections take place once every three years. However this is changing as we undergo a review of the structure of the Federation.

Local branch boards work closely with their Chief Officers, Police and Crime Commissioners and Members of

Parliament to negotiate local conditions of service.

At national level, the Interim National Board (INB) consists of 30 representatives from all federated ranks within the eight regions. The INB's remit is to represent you on a national level, working closely with the Interim National Council (INC), which includes the chairs and secretaries of all 43 branch boards.

## Independent Review

An independent review of the Police Federation of England and Wales by Sir David Normington was published in January 2014, which made 36 recommendations for improvement in the organisation. The recommendations were accepted in full by the Federation at Conference in May 2014 and a Change Programme is underway. It will improve our structure and processes, ensuring we become more open and accountable, and can continue to serve you and help to deliver the best possible policing service to the public.



Picture: © Peter Anderson

### Why join us?

Although membership is not compulsory, there are many reasons why officers join the Federation. Our case studies on pages 11 and 12 demonstrate some of the type of help we can give. As an officer you will have many restrictions placed on your private and work life. You are required to be available for duty 24/7, and are forbidden from taking part in any form of industrial action as officers of the crown. Having representation legally and professionally is a way to help protect yourself - and your families - against malicious allegations, unfair treatment and unfounded criticism and your membership could be the best insurance policy you ever take out.

You can be certain whatever your reasons for joining us, you will not be alone and there is support for you.

### What we can do for you

While a lot of our influencing is done through stakeholder, media and parliamentary relations, most of the support, research and negotiation is done behind the scenes by the local Federations, INC and INB, supported by Federation staff.

Following Tom Winsor's Independent Review of police officers and staff remuneration and conditions (2012) the government abolished the Police Negotiating Board (PNB) and replaced it with the Police Remuneration Review Body (PRRB).

### Pay and conditions

Your pay and conditions are now considered by the PRRB, which is an independent body, with members including an economist, representatives of the business community, and two ex-police officers. It makes recommendations to the Home Secretary on all police ranks up to and including chief superintendent. Pay bodies also exist for most public sector workers, including teachers and the armed forces.

The Home Secretary sets the areas to be reviewed, the Federation then submits robust written and oral evidence for the PRRB to assess before making its recommendations.

The PRRB's terms of reference make clear it should take into account the government's prevailing public sector pay policy. It must also take into account whether pay is sufficient to attract and retain motivated officers. Other areas, such as pensions, are



## Pensions

considered by the Police Advisory Board of England and Wales (PABEW).

It is crucial that the Federation is able to provide a strong argument backed by robust evidence to get the best pay and conditions possible for police officers and this is a primary focus for the organisation. Rigorous work goes into doing this, including using data regarding the UK's current economic state to model the impact of officers' pay, along with the evidence drawn from national member surveys to enable us to make the best possible case on your behalf.

For more information on the PRRB, visit [www.gov.uk](http://www.gov.uk)

Following the abolition of the PNB, a small forum for employers' representatives and staff associations was set up to discuss pay and conditions related matters that fall outside the remit of the PRRB. This voluntary consultative forum also deals with requests for guidance, used to ensure equitable implementation of regulations and determinations across

forces. The Federation was involved in writing the terms of reference for this group, to enable a constructive forum for staff and employers to meet in the absence of the PNB.

### Pensions

The Federation sits on three key bodies dealing with pensions: the Police Advisory Board for England & Wales (PABEW); the Scheme Advisory Board (SAB), responsible for providing advice to the Home Secretary, local scheme managers, and pension boards on effective and efficient administration of pensions; and the UK Police Pension Consultative Forum, where matters are discussed with staff and employer representatives from throughout the UK.

Pensions are not negotiable, but the Home Secretary must consult at PABEW on changes to pension regulations. Participation in the PABEW enables the Federation to influence changes. Issues PFEW raised and addressed include provision of timely pension benefits statements; and anomalies in regulations across jurisdictions.

### The CARE 2015 scheme

The Career Average Revalued Earnings (CARE 2015) Scheme came into effect on 1 April 2015. It forms part of the Government's reform of all public sector pensions.

### Implementation

The Federation provided extensive comments on 11 drafts of regulations, and three drafts of the members' guidance,





resulting in clarity on matters such as the treatment of unpaid leave, pensionable earnings and part-time service.

Various FAQs about the scheme can be found at [www.polfed.org](http://www.polfed.org) or via your Federation office.

These will continue to be updated. You can email [pensions@polfed.org](mailto:pensions@polfed.org) to let us know what issues you would like us to cover in future.

## Successes

The Federation has achieved:

- improved transitional protections and tapering;
- an extension to the deadline for members to transfer in service from a different pension scheme to count towards transitional protection;
- Home Office agreement to the extension of the buy-back of unpaid leave provisions for pension purposes to all types of unpaid family leave;
- the dropping of the government proposal to raise the minimum pension age to 57 in 2028 for police schemes. This means that members in the CARE scheme will continue to be able to retire at age 55 (with their pension actuarially reduced from age 60) in future;
- numerous changes to HM Revenue & Customs' proposals, extending the exemption from the payment of inheritance tax to the estates of police officers who die in certain circumstances.

By presenting the true picture of operational policing and the practical implications of proposed legislation we endeavour to influence lawmakers, particularly where there may be an impact on the welfare of our members; such as the Equality Bill and Crime and Security Bill amendment.

## Working groups

Federation funds also support the function and remit of working groups. These working groups reflect a mix of rank, region and gender, to give focus and address issues in key areas such as;

- Equality and diversity
- Health and safety
- Legislation
- Operational policing
- Professional development
- Professional standards

Federation representatives provide work place representation. This can range from moral support through to negotiations on flexible working arrangements, medical redeployments and reasonable adjustments to enable individuals who have serious health conditions to remain in work. To support us with this we have access to solicitors who can advise on the legal requirements of the organisation and can also obtain medical reports to support representations.

We are instrumental in negotiating pay and conditions for mutual aid deployments and providing welfare support while officers are deployed. Some recent deployments include the Olympics 2012, G8 and NATO summits.

# How your money is spent and why

## How your money is spent and why

### Legal services

More than £11.5 million of the Federation budget is allocated to legal services. This includes representation to cover criminal injury compensation claims, civil matters, gross misconduct and performance matters, defamation, magistrates and crown court criminal legal representation, employment tribunals, regulation related disputes, inquests and judicial reviews. We also provide assistance for civil matters which include injury and negligence claims for members in matters of general principle or importance to contributors generally.

Should police officers be charged with criminal offences and attend either a Magistrates or Crown Court, their salaries are such that they would be required to make a contribution to their legal aid costs. The Federation assists where the offence is in relation to the performance or purported performance of police duties. Those officers will be represented without the need for legal aid and at no additional cost above their normal Federation subscription.

Federation representatives at criminal interviews are currently available via legal aid, this means that, although a police officer may use one of our retained or panel solicitors firms, there is no cost to the organisation or the officer for any initial interview.

## Training

We provide comprehensive training for all Federation representatives on matters covering misconduct and grievance procedures, health and safety, equality and diversity and dealing with the media.

## Staffing and resources

As with any professional body, having a fully functional headquarters is important to ensure work is carried out to the highest standards. There are approximately 80 staff working at headquarters. Officers and representatives use the building for training and to conduct Federation business.

About 12% of the budget is spent on staff and about 6% on the Federation headquarters where we host and deliver the training to representatives to support you.

## Events

We organise a range of events to showcase the very best in policing - presenting, informing and debating issues of the day.

- Annual Conference
- Discipline Liaison Seminars
- Diversity Workshops
- Equality Liaison Seminars
- Health and Safety Forum
- National Custody Seminar
- National Police Bravery Awards
- National Police Memorial Day
- Police Federation National Detectives' Forum

## What do I get for my membership subscription?

- Post-incident Procedures
- Professional Development Seminars
- Roads Policing Conference

### National Police Memorial Day

We have supported National Police Memorial Day since it began in 2004. This is an annual memorial day for the policing family to pay tribute to fallen colleagues. It brings together police forces, officers, colleagues, friends and families from across the country to remember and give recognition to those who have made the ultimate sacrifice in serving their country.

HRH the Prince of Wales is Patron of National Police Memorial Day and services have been held all over the United Kingdom to reflect the national contribution made by the police.

Picture: © Anderson photography



### What do I get for my membership subscription?

- Free legal advice, assistance and costs to members facing investigations brought against them for an offence committed in, or founded upon something done in the course or purported performance of police duties
- Welfare advice and help on personal issues
- Advice and representation in misconduct proceedings
- Help with civil and criminal injury claims
- Help with providing the most up-to-date health and safety information
- Help with grievance procedures
- Support on legislative and political matters
- Advice and support on issues such as sexual, racial or other discriminatory harassment
- Representation at stakeholder seminars, meetings and round table discussions

### Insurance

All members have access, through their local branch board, to group insurance schemes which provide life and critical illness cover. The schemes also cover wills, debt and bankruptcy advice.

### Services and discounts

We negotiate a range of discounts for you on financial services, vehicles, mobile and broadband services, travel; car hire, home utilities, and home buying and furnishings.

## Access to Federation HQ

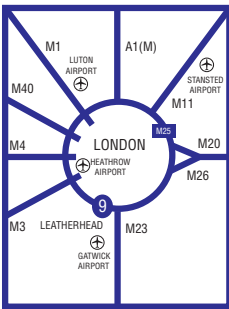
Members of the Federation can access the facilities at our headquarters in Leatherhead, Surrey, which includes meeting / conference rooms, a restaurant, gym and hotel accommodation.

It's primary use is to provide on-site training to representatives who support you - a provision which delivers significant savings, but members and their families can benefit from discounted rates at the hotel, which is close to central London and local attractions in Surrey, such as Chessington World of Adventures.

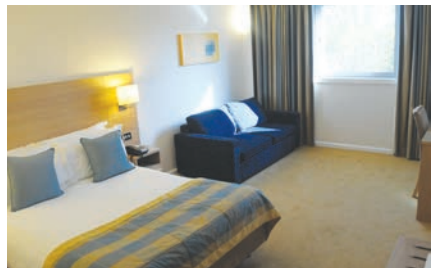
Situated just off the M25 and at the gateway to the Surrey Hills, Leatherhead sits halfway between Heathrow and Gatwick airports and has a frequent train service to central London.

The Police Federation headquarters is conveniently located just a five minute walk from Leatherhead train station and has ample parking for those travelling by car.

Bus services connect Leatherhead with neighbouring towns and villages including Surbiton, Kingston and Dorking.



More information on the facilities, services and discounts can be found at [www.federationhouse.co.uk](http://www.federationhouse.co.uk)



### Case study 1

A constable was accused of assault in the back of a police vehicle. He was acquitted of all charges at the Magistrates court and the legal bill of £6,028 was settled by the Police Federation.

...the legal bill of £6,028 was settled by the PFEW

### Case study 2

Due to a weakened immune system, an officer had frequent periods of sickness and fell foul of the sickness criteria imposed by a Chief Constable. The officer was at risk of the instigation of the Police (Performance) Regulations 2008. As a disabled person, the officer was at a disadvantage and therefore requested flexibility in the sickness criteria as a reasonable adjustment. The Chief Constable would only agree to a small adjustment which meant the officer was still unable to comply with the adjusted criteria.

The Employment Tribunal ruled that although the Chief Constable had made an adjustment, it was not sufficient based on the individual facts of the case and the level of flexibility required by the officer was reasonable in all the circumstances.

The officer was at risk of the instigation of the Police (Performance) Regulations 2008

### Case study 3

An inspector informed the Federation that false allegations were published in a newspaper referring to allegations made on regional news. Counsel secured an agreement with the newspaper to publish an update stating the outcome of the internal investigation. This would ensure readers of the original articles would be made aware that the officer was vindicated. The Police Federation supported the officer and covered legal advice and assistance which amounted to £12,239.96.

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#### Case Study 4

An officer received a custodial sentence after an alleged assault on a female in a custody suite. Police Federation costs for the criminal trial were £18,315.98. An appeal against his conviction was lodged and we were successful in obtaining bail for the officer.

The officer was acquitted on appeal and Police Federation costs totalling £17,613.51 were recovered.

Subsequent to this, the force commenced disciplinary action against the officer and following a misconduct hearing, he was dismissed from service.

The unrecoverable cost of the misconduct hearing totalled £23,383.21.

The Police Federation assisted the member again with an appeal to the Police Appeals Tribunal (PAT) which saw him successfully reinstated. The Police Federation was successful in recovering the total cost of the PAT, which amounted to £20,551.22.

The force decided to judicially review the decision by the PAT to re-instate the officer. He was named as an interested party in the judicial review proceedings. Permission to apply to review the PAT decision was refused by the Judge. He concluded that the grounds of challenge were not arguable. The force was therefore ordered to pay all interested parties costs.



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