

Refreshment, Subsistence , Lodging Allowances

These allowances were discontinued from 1 April 2003. Instead, officers will be reimbursed expenditure incurred in the course of duty provided it is:

- Necessary
- Reasonable
- Additional to what the officer would otherwise have incurred
- Backed by a receipt

Incidental Expenses allowance for those attending residential training courses

At the Police Negotiating Board meeting on 9 February 2005, it was agreed that the incidental expenses allowance for those attending residential training courses should be frozen at its current level of £4.43 per night. The maximum allowance is £17.77 per week, except where an officer has to attend for a week's course of training on the preceding Sunday night and will therefore be in attendance for five nights.

Different provisions apply depending on whether or not you are a full time or part time officer or are working a variable shift arrangement. The following information applies to members working full time only.

Normal Daily Period of Duty (Reg 24)

The normal daily period of duty (including refreshments) is 8 hours.

As far as the exigencies of duty permit the normal daily period of duty shall be performed in one tour, with an interval of 45 minutes for refreshments.

Where a normal duty period is performed in more than one hour and you do not travel to and from home between tours, an interval for refreshment and rest should normally be included at the beginning or end of one of those tours.

A "day" means a period of 24 hours starting at such time as the chief officer may determine.

Travel Time

Travel time between home and your usual place of duty is generally not duty time.

Such travel time shall only be treated as a period of duty when you are:

- Required to perform your normal daily period of duty in more than one tour
- or
- Recalled to work between two tours of duty and you travel to and from your home between tours.

In calculating any period of overtime, the time occupied by a member in relevant travelling shall be treated as a period of duty.

If you are designated either a casual or essential user, use of a motor vehicle for this purpose attracts mileage allowance.