

Last updated : 21st July 2008 – Amendment Ref. 08-018

ISLE OF MAN CIVIL SERVICE JOINT NEGOTIATING COMMITTEE

DEPARTMENT OF HOME AFFAIRS – RELIEF CORONER'S OFFICER ALLOWANCE

Introduction

The duties of Coroner's Officer are primarily carried out by police officers. However, the role is not specific to that of a police officer. The Department wishes to have the option of appointing a civilian Relief Coroner's Officer; subject to having a member of staff able to undertake the role, with training if necessary.

Eligibility

The Allowance will be paid to officers who will be on call to provide out of hours cover for the duties of Coroner's Officer.

Selection of Relief Coroner's Officers will be at the discretion of the Department.

Existing Provisions of the IOMCS Regulations Replaced by this Allowance

For officers working hours covered by the Allowance the following provisions of the IOM Civil Service Regulations will not apply:-

On-Call Allowance (Regulation O46) (**Note: now [C47](#)**)

Weekend and Public Holiday Allowances (Regulations O25 - O43) (**now [C38 to C46](#)**)

Overtime (Regulations O1 - O20) (**now [C25 to C36](#)**) for hours worked in excess of normal conditioned hours (37 per week). Hours in excess of 90 hours per quarter and/or 200 hours per calendar year for those on the full allowance and pro rata for those on the half and quarter allowance will be paid at the appropriate overtime rate **or** time off in lieu given for the excess hours as per Regulations O1 - O20 (**now [C25 to C36](#)**).

Shift Disturbance Allowance (Regulation O48) (**now at [C48](#)**). Should a 'regular shift roster' as defined in the regulations be introduced, eligibility for this allowance will be reviewed.

Night Duty Allowance (Regulation O49) (**now at [C49](#)**).

Amount of Allowance

The Allowance is £2959.00 per annum with effect from the operative date of this agreement.

NOTE:

Only hours outside the normal conditioned hours of 0800 - 1800 on Monday to Friday would be covered by the Allowance. No credit will be given for hours worked under this agreement within the limits of working normal conditioned hours under the provisions of the flexi-time scheme.

Payment of the Allowance

The Allowance will be paid with salary in 12 equal monthly instalments.

Officers wishing to discontinue Relief Coroner's Officer duties.

Officers wishing to discontinue Relief Coroner's Officer duties should normally give at least 6 weeks notice. Officers taken off the roster will be given at least 6 weeks notice (unless there are exceptional circumstances to justify a shorter period).

Use of the Allowance

The Allowance will cover all Relief Coroner's Office duties including receiving telephone calls at home, call-outs and working at home and pre-arranged attendance at work outside of normal office hours in relation to the duties of Coroner's Officer.

On Call

Whenever officers are on call for Relief Coroner's Officer duties they must comply with the following provisions: -

Officers on call will be available for duty twenty four hours a day for a period of seven consecutive days including weekends and Public holidays. Officers will be available for call out by mobile telephone. Officers should be both fit for duty and able to report immediately after call out. Officers who are unable to provide this cover for any reason (e.g. illness) must notify the nominated manager as soon as they become unavailable for call-out.

Failure to attend may result in the following:

- Verbal warning
- Written warning
- Suspension from the Allowance
- Removal from the Allowance

ON CALL NOTES:

On call periods will normally be one week of 7 consecutive days including weekends and public holidays, starting on a Monday.

The officer to whom the allowance is paid will undertake a maximum of ten on-call weeks per 12 month period. The Relief Coroner's Officer will be on-call for a maximum of 10 weeks per year. The year will start from the date of appointment to the post. It will be the responsibility of the supervisor to manage the on-call arrangements to ensure that the Department receives value for money from payment of the allowance.

A minimum of two weeks notice will be given in advance of weeks for which the officer is required to be on-call. This may be reduced with the agreement of the officer concerned.

The specific weeks of attendance will be agreed between the Department and the officer in receipt of the allowance.

Management of the Allowance

Review

The provisions of this agreement may be subject to annual review and may be varied by agreement through the JNC. Management may withdraw the Allowance if it is decided that there is no longer a requirement for the provisions of this agreement.

Value of the Allowance

Subject to any amendments due to the annual review in paragraph 11 of this agreement the value of the Allowance will be increased by the same percentage as that applied to the IOMCS pay spine under the IOMCS Pay Agreement from the same date as the revised pay spine comes into effect.

Status

The Allowance is superannuable although it will not be included for overtime or other purposes. The Allowance includes an enhancement to take account of the impact the status may have on superannuation benefits.

Commencement

The operative date of this agreement shall be 14 July 2008.

Signed on behalf of
the Civil Service Commission

Signed on behalf of
the Government Officers' Association

Date.....

Date.....