Request details – FOI 5031

We are currently looking at the premium rates and shift allowances that we pay our leisure staff, tourist info staff and civil enforcement officers.

I would really appreciate your help in completing the attached questionnaire for comparative purposes.

Response details – FOI 5031

Please see completed questionnaire attached:

Shift Allowances

Prepared on behalf of Tewkesbury Borough Council

Please could you tell us what/if any shift allowance you pay to staff working an irregular shift pattern?

There are a range of allowances, including shift allowances that are currently under review in Birmingham City Council and are the subject of a Cabinet decision. However, shift allowances are currently paid in accordance with what is prescribed in the individual's contract, i.e:

Shift working

Alternating shift: allowance is paid where:

- the total period covered by the shifts is 11 hours or more;
- there are at least four hours between the starting time of the earliest and latest shifts; and
- the number of normal office hours shifts does not exceed one half of the total number of shifts in the rota i.e. one shift in two.

The following allowances are payable where two shifts on a rota basis not including a night shift are worked over 4,5 or 6 days a week:

Where the total period covered by the two shifts is between 11 and 14 hours - 12.5% of salary

Where the total period covered by the two shifts is more than 14 hours - 14% of salary.

Rotating shift: allowance is payable where the total period covered by the shift is 18 hours or more and at least four hours are worked between 8.00pm and 6.00am.

The following allowances are payable:

Three shifts on a rota basis including a night shift over 5 or 6 days a week - 17% salary.

Three shifts on a rota basis including a night shift over 7 days a week - 20% salary.

These allowances are paid in addition to any weekend working enhancements that may apply.

Do your Tourist Information staff receive an enhanced rate for working weekends, if they form part of their working week?

Tourist Information staff are no longer under the remit of Birmingham City Council having recently been TUPE'd across to an external organization.

Do you pay a premium to Civil Enforcement Officers and leisure staff to cover service delivery at weekends and Bank Holidays?

Or do you pay a shift allowance?

Weekend Working and Shift Allowances are currently under review and are the subject of a Cabinet decision.

With regards to Civil Enforcement Officers responsible for Parking enforcement, Birmingham City Council no longer has any as these were transferred out. With regards to Leisure, staff, e.g. Leisure Assistants, weekend working is paid as follows:

Saturday – time and a half

Sunday – double time

Bank Holiday – double time