

**Force Disclosure Unit**

Wiltshire Police HQ

London Road

Devizes

Wiltshire

SN10 2DN

Tel 101 ext 62005

www.wiltshire.police.ukdisclosure@wiltshire.pnn.police.uk

XXXXXX – by E Mail

Date: 15th December 2023

Your ref: FOI

Our ref: FOI 2023 / 1195

Reply contact name is: Nick Penny

Dear XXXXXX,

I write in connection with your request for information dated 14th December 2023 concerning Sports Team Policies.

I am required by the Freedom of Information Act 2000 to handle all requests in a manner that is blind as to the identity and motives of the requestor. Any information released as a response to a request is regarded as being published and therefore in the public domain without caveat.

Your request for information has now been considered and – having consulted our Policy Team - I am now able to respond as follows.

You wrote:

I am aware that some constabularies have allocated annual leave allocated to officers that represent their force when playing sports, whether that is rugby, football, cricket or golf etc.

Basically, I am trying to find out what amount of time your force, if any, is given to officers or staff that represent your force.

Please could you send me a copy of your policy (If you have one?), and redact anything out that is not necessary to my request and me.

Could you please send this to me as soon as possible, or direct me to the correct person that I would need to speak to in your constabulary.

Our response:

Sports Leave is covered within our Leave Procedure & Other Authorised Absences Policy.

The section from that Policy which covers the information you require is as follows :-



INVESTOR IN PEOPLE

RELEASE FOR SPORT EVENTS

Participation in sport has huge benefits for physical and mental wellbeing and are an opportunity for staff to represent the Force with pride and meet colleagues from other Forces across the country.

Line Managers may authorise paid time off to a member of staff who is representing Wiltshire Police at a sporting event up to a maximum of two days, or equivalent contracted hours, per leave year.

Duties will not be changed to facilitate on-duty attendance and time off will not be granted if any overtime payments to other staff are reasonably foreseeable as a consequence.

Time off for sport, whether paid or unpaid, will always be subject to the exigencies of the service and staff are expected to participate in their own time if this coincides with the day of the event. The options for shift changes or granting outstanding time off will be considered in the first instance, as with any other request for time off.

All sport leave abstractions from duty strength must be recorded on GRS by the RMU and will only be entered once approved by their line manager.

Please note: An injury received at any sport or game will not be regarded as an injury on duty unless the sporting activity is part of a training programme or otherwise carried out in duty time under a specific order (e.g. PSU training).

Please Note

If an officer or member of staff require more than 2 days in any given year in which to participate in Sport on behalf of the Force, then that additional leave will be treated as a normal leave request and come out of that individuals' annual leave entitlement.

I am satisfied that all the relevant information has been passed to me and been considered in the light of your request within the time constraints applicable under the legislation.

Wiltshire Police would like to thank you for the interest that you have shown in the Force.

Yours sincerely,

Nick Penny
Disclosure Decision Maker

Wiltshire Police offers a re-examination of your case under its review procedure.



Force Disclosure Unit

Wiltshire Police HQ, London Road, Devizes, Wiltshire SN10 2DN
Telephone 101 ext 62005

Freedom of Information Request Appeals Procedure

1. Who Can Ask for a Review

Any person who has requested information from Wiltshire Police, which has been dealt with under the Freedom of Information Act, is entitled to complain and request an internal review, if they are dissatisfied with the response they received.

2. How to Request a Review

Requests for review of a Freedom of Information request must be made in writing to the:

Force Disclosure Unit
Wiltshire Police Headquarters,
London Road, Devizes,
Wiltshire,
SN10 2DN

Email at disclosure@wiltshire.pnn.police.uk.

The reference number, date of the request and details of why the review is being requested must be included. Requests for review should be brought to the attention of the Force Disclosure Unit within 20 working days of the Force's response to the original FoI request.

3. Review Procedure

Receipt of a request for review will be acknowledged in writing to include confirmation of the reasons for the review. The review will be conducted by another Decision Maker, who is independent from the original Decision Maker. The Force Disclosure Unit will set a target date for a response. The response will be made as soon as is practicable with the intention to complete the review within twenty working days. In more complex cases the review may take up to 40 working days.

The Independent Decision Maker will conduct a review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, taking into account the matters raised by the complaint.

4. Conclusion of the Appeal

On completion of the review the Independent Decision Maker will reply to the complainant with the result of the review. If the complainant is still dissatisfied following the review they should contact the Information Commissioner to make an appeal. The Information Commissioner can be contacted via the following details:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 01625 545 700
Fax: 01625 524 510
Email: mail@ico.gsi.gov.uk