

Sec. 9337/1945

**GENERAL ORDER No. 5/1945**

City Gate House,  
Finsbury Square,  
London, E.C.2.  
30th April, 1945.

**Re-organisation of the Waterguard Service**

1. In order to meet anticipated developments in the Waterguard during and after the war, the Board have approved a scheme of re-organisation as set out in this Order.

2. **Revised complements.**—To meet the staffing requirements of the new scheme the complements of the Waterguard Service have been revised as indicated below:—

		Authorised Complement	
		<i>Present</i>	<i>New</i>
Inspectors	} (Fixed at Head- quarters)	3	5
Assistant Inspectors		3	4
Superintendents, 1st Class		3	7
Superintendents, 2nd Class, and Assistant Inspectors (Un- attached),		11 (3 unattached)	14 (4 unattached + 2 Assis- tants).
Waterguard Surveyors	.. ..	34	34
Chief Preventive Officers	.. ..	100	150
Preventive Officers	.. ..	625	1,100
Assistant Preventive Officers	.. ..	950	600
		<hr/>	<hr/>
		1,729	1,914
		<hr/>	<hr/>

The new complements are authorised maximum limits. Appointments will be made only as and when the work calls for increased staff and as staff for the various grades becomes available. The new arrangements will be introduced by stages as opportunity offers during the transition from wartime conditions.

3. **Objects of new scheme.**—The scheme is designed to strengthen administrative control in Divisions and to provide for improved training facilities and earlier promotion to the Preventive Officer grade. It is proposed to secure a more even flow of promotion of Assistant Preventive Officers at an earlier age by increasing the proportion of Preventive Officer posts to the number of training posts and by restricting the future intake of recruits to the number necessary to make good anticipated wastage. The annual intake will normally be adjusted to the level needed to furnish sufficient qualified Preventive Officers for current replacement after some seven years' service in the Assistant Preventive Officer grade.

4. **Assistant Preventive Officer grade.**—Members of the Assistant Preventive Officer grade will be regarded in future not only as assistants but as a training cadre who are preparing to undertake the more responsible duties of Preventive Officers. The scheme and arrangements for initial training are under consideration, but in this connection it can be stated that a quota of supernumerary posts for men under instruction will be provided outside the schemed working staffs.

It is intended that after an initial course of instruction Assistant Preventive Officers should be in a position during their early years of service to gain practical experience of all the main phases of Waterguard work and to be responsible for certain duties. At the end of six or seven years' service they will be expected to undergo a qualifying test (written or oral or both) to establish their fitness and suitability to undertake the full duties of Preventive Officer. Actual promotion to that grade will depend on the occurrence of vacancies and the future needs of the Service, but it is hoped by regulating the future intake to ensure that the promotion of qualified men will not be unduly delayed.

**5. Preventive Officers' functions.**—With the reduced size of the Assistant Preventive Officer grade the Preventive Officer will become the basic unit of the Waterguard Service, and he will, more frequently, be working without Assistant Preventive Officer assistance. During the present transitional period manpower considerations have made it essential to make extended use of Preventive Officers' services, and a number of Assistant Preventive Officer posts have been upgraded. The upgrading of posts will be continued where justified by the nature of the work and the war schemes will come under review as and when the post-armistice conditions of trade and traffic become stabilised.

The size of the Preventive Officer grade will depend on future developments of trade and traffic under control, and it is expected that about 1,000 Preventive Officer posts will ultimately be needed if the staffing changes now being undertaken prove satisfactory.

**6. Chief Preventive Officers.**—Hitherto Chief Preventive Officers have been employed mainly in the principal ports. It is now intended that the Waterguard and Coast Preventive Staffs and work at the smaller ports and creeks and on the intervening coastline should be placed under their control, thus relieving Waterguard Surveyors of much routine visiting and travelling. The present number of Chief Preventive Officer posts will be increased as necessary to provide for such visiting and for other new posts outside the main ports.

**7. Waterguard Surveyors.**—Waterguard Surveyors so relieved will be expected to assist Divisional Superintendents and free them to deal with questions of major importance. By mutual arrangement the Superintendent will be able to delegate specified blocks of work in his office to the Waterguard Surveyor at his base port and Waterguard Surveyors at other Collection head ports will be able to undertake similar duties and when necessary represent the Superintendent on the local Whitley Committee. The Waterguard Surveyor will continue to be responsible for the work and staff of his District.

**8. Waterguard Divisions.** (i) *New Divisions.*—Four new divisions are being set up with headquarters at Harwich, Bristol, Manchester and Belfast. Concurrently, in view of the development of air traffic, inland limits as well as coastal limits of Waterguard Divisions have been provisionally fixed. In general it has been the aim to make Divisions coincide more closely with Collections than has been possible under the present layout. The areas of the fifteen Divisions under the new scheme are as indicated in the Appendix to this Order, but where Waterguard work at particular airfields, Naval Establishments, etc., on a site in one Division can be more effectively controlled from an adjacent Division this may be arranged by agreement between the respective Collectors and Waterguard Superintendents, the matter being submitted for approval.

(ii) *Upgrading of certain Divisional Superintendent posts.*—Four posts of Waterguard Superintendent, Second Class, are being upgraded to First Class, viz.: Newcastle, Hull, Cardiff and Glasgow.

The number of Superintendents required for the complete staffing of the Divisions under this scheme will be seven First Class and ten Second Class. A Superintendent Second Class will be assigned to each of the Divisions, London and Liverpool, where they will assist as deputies to the Divisional Superintendents.

9. **Operation of scheme.**—As stated in paragraph 5, part of this scheme is already in operation. It is intended to introduce the remainder as soon as the necessary arrangements and appointments can be made.

Where further directions are necessary, e.g. in connection with paragraphs 6, 7 and 8 (i), these will be issued separately to those concerned, and no change in the duties of a grade is to be made until directions are issued by the Board.

*This general scheme has been agreed with representatives of the Staff Side of the Departmental Whitley Council, and additional arrangements in connection with its further application are still under discussion.*

By Order of the Board,

W. E. RHYDDERCH.

E. S. BERTENSHAW.

---

## APPENDIX

### Delimitation of Waterguard Divisions

#### LONDON DIVISION

Inland to cover London Port, London Central, London South, London North and London West Collections; Northampton Collection and those parts of Dover and Brighton Collections north of a line drawn from Epsom (Surrey) to and including Ridham Dock and the Isle of Sheppey.

On the East coast from Burham on Crouch (exclusive) and south to and including the River Thames and the estuary thereof to Warden Point, Isle of Sheppey; the whole of the Medway and that part of the Swale westward of a line drawn from Iwade Church to Elmley Chapel.

#### DOVER DIVISION

Inland to cover Dover and Brighton Collections except those parts within the London Division. On the coast from that part of the Isle of Sheppey east of a line drawn from Warden Point to Elmley Chapel and across the River Swale to Iwade Church and thence eastwards along the south side of the Thames Estuary and south-west round the Kent and Sussex coast to the east bank of River Ems and Emsworth Channel.

#### SOUTHAMPTON DIVISION.

Inland to cover Southampton Collection. On the South coast from west bank of River Ems and Emsworth to Lyme Regis (inclusive) and including the Isle of Wight.

#### PLYMOUTH DIVISION

Inland to cover Plymouth Collection. On the coast from Lyme Regis (exclusive), round Lands End (with Scilly Isles), thence along the coast of Cornwall and Devon to Lynton/Lynmouth (inclusive).

G.O. 5/45

**BRISTOL DIVISION**

Inland to cover Bristol, Newport and Birmingham Collections. On the coast from but excluding Lynton/Lynmouth up the Bristol Channel and River Severn round to and including the Port of Newport to the east bank of River Rhymney.

**CARDIFF DIVISION**

Inland to cover Cardiff and Swansea Collections. On the coast from Cardiff, west bank of River Rhymney, to south bank of River Dovey.

**LIVERPOOL DIVISION**

Inland to cover Liverpool and Chester Collections. On the coast from Aberdovey (inclusive) to the mouth of River Douglas and including the Isle of Anglesey and Isle of Man.

**MANCHESTER DIVISION**

Inland to cover Preston, Sheffield, Derby and Manchester Collections. From Eastham Locks and the Manchester Ship Canal to Salford and the north bank of River Mersey to Dungeon Point and on the coast from the north bank of River Douglas, north to Sark Bridge (Solway Firth).

**BELFAST DIVISION**

Inland to cover Belfast Collection except the Land Boundary. On the coast from Newry to Londonderry.

**GLASGOW DIVISION**

Inland to cover Glasgow and Greenock Collections. On the coast from River Sark to Sanday Island (Sound of Sleat) including Islands of Canna, Barra, Rum, Eigg and Muck.

**ABERDEEN DIVISION**

Inland to cover Aberdeen and Inverness Collections. On the West coast of Scotland from Sanday Island (South of Sleat), the North coast of Scotland, the East coast of Scotland southwards to Tod Head (Kincardineshire) including the Isle of Skye, the Outer Hebrides, the Orkneys and Shetlands.

**LEITH DIVISION**

Inland to cover Edinburgh and Dundee Collections. On the coast from Tod Head to St. Abbs Head including the Forth and Tay.

**NEWCASTLE DIVISION**

Inland to cover Newcastle and Sunderland collections. On the coast from St. Abbs Head to Flamborough Head.

**HULL DIVISION**

Inland to cover Hull, Grimsby and Leeds Collections. On the coast from Flamborough Head to mouth of River Ouse.

**HARWICH DIVISION**

Inland to cover Ipswich and Norwich Collections. On the coast from mouth of River Ouse (Kings Lynn) and south to Burnham-on-Crouch (inclusive).