



**Police Negotiating Board
for Scotland**

**Bòrd Bargaichaidh Poilis
na h-Alba**

Annual Report 2023

April 2024

Police Negotiating Board for Scotland

Police Negotiating Board for Scotland (PNBS) annual report for the year ended 31 December 2023.

This report is prepared in accordance with reporting obligations under [Part 1, Chapter 8A, Section 55E](#) of the [Police and Fire Reform \(Scotland\) Act 2012](#) which states that the PNBS must, as soon as practicable after the end of each reporting year, prepare and publish a report on how it has carried out its functions during that year, providing a copy to the Scottish Ministers. The contents of this report deliver on the requirements described in the [PNBS constitution](#).

Contents

03

Chair's foreword

05

**About the Police
Negotiating
Board for Scotland**

08

**Statutory
background**

09

Review of the year

12

Working groups

14

Governance

15

**Funding and
expenses**

16

Definitions

18

Contact us

Chair's foreword

It is with great pleasure that I am writing this foreword to the first annual report of the Police Negotiating Board for Scotland (PNBS) and have this opportunity to express how delighted, grateful and privileged I feel to serve as the first PNBS Independent Chair.

PNBS became a Scottish Public Body on 17 August 2023, after operating for many years as part of the UK-wide Police Negotiating Board (PNB). In recent years, Scotland was the sole member, as the other nations moved to review bodies.

Ian McKay served as the PNB Independent Chair from 2015 to the time the Board transitioned to PNBS and there is acknowledgment and deep gratitude for all his hard work over these years. I would also like to personally express my appreciation to Ian who has generously supported me, sharing his wisdom, knowledge and answering numerous questions as I took on the role.

As our reporting cycle is based on the calendar year, we are covering just over four months in this year's report. However, in this short time, we have been busy. Members and stakeholders have kindly taken the time to meet with, and welcome me, sharing their perspectives and hopes. Scott McNeil, PNBS Secretariat, has been amazing in his support and organisation during this induction period and I am very grateful.

The 2023 pay claim was successfully settled just before I joined, thanks to considerable effort by both sides as Ian noted in the last PNB report. With this complete, the focus of the first meeting of the PNBS, held in October, covered actions for some of the details of the agreed claim.

We also took the opportunity to discuss how we operate. We agreed, as a newly formed body with many new representatives, that it was a good time to review, reflect and if required, redesign how we work together and to co-create the PNBS Guide, within the new PNBS constitution and legislative requirements.

We began this process in November with all members having an opportunity to provide their perspectives. We formed a review group and began working together in December with a view to complete the work in March 2024. Working together has been a very positive, collaborative and productive experience – I am really grateful for all the effort and such a great start.

All members of the PNBS share the same desired outcome – to ensure the pay, terms and conditions for the officers of Police Scotland reflect their role in society, dedication and unique workforce status, as they fulfil their purpose of improving the safety and wellbeing of people, places and communities in Scotland. With this as our focus, the PNBS will work together as financial and other challenges continue to cloud the horizon.

Lisa Blackett, Independent Chair
Police Negotiating Board for Scotland
January 2024



About the Police Negotiating Board for Scotland

The Police Negotiating Board for Scotland (PNBS) negotiates the pay, terms and conditions of police officers in Scotland. We reach agreements which we recommend to Scottish ministers to become part of police regulations and determinations.

PNBS is a Scottish public body, with the Chair appointed by Scottish ministers.

PNBS is sponsored by [Police Division](#) within the Scottish Government [Safer Communities Directorate](#).

PNBS replaced the [Police Negotiating Board](#) in August 2023.

What we do

We are responsible for negotiating police officers:

- pay, allowances and expenses
- public holidays and leave
- hours of duty

The Board may consider and make representations to the Scottish ministers on draft determinations or regulations or any matter relating to the governance, administration and conditions of service of police officers in Scotland.

The Annual Report details the business of the PNBS for the previous 12 months. We also publish circulars which set out agreements reached.

Who we are

PNBS consists of an Official Side and Staff Side representing the constituent bodies with an Independent Chair and Independent Secretariat. Each side consists of six representatives with voting rights as indicated in the table below.

PNBS membership and voting rights

Staff Side		Official Side		Independent
Scottish Police Federation	4	Scottish Police Authority	3	Chair
Association of Scottish Police Superintendents	1	Police Scotland (representing the Chief Constable)	2	Secretariat
Scottish Chief Police Officers Staff Association	1	Scottish Government (representing Scottish ministers)	1	

Our Chair is Lisa Blackett. Lisa was appointed PNBS Chair by Scottish ministers on 18 September 2023. Lisa was appointed as Independent Chair of the Scottish Police Consultative Forum (SPCF) at the same time. The Independent Secretariat is provided by the Scottish Government. Our current Secretariat is Scott McNeil.

Staff Side

The Staff Side consists of the Scottish Police Federation (SPF), the Association of Scottish Police Superintendents (ASPS) and the Scottish Chief Police Officers Staff Association (SCPOSA). The Staff Side Secretary is David Kennedy and Secretariat is provided by the Scottish Police Federation.



The [Scottish Police Federation \(SPF\)](#) represent police officers from the rank of Constable up to and including the rank of Chief Inspector as well as police cadets and special constables. David Kennedy is the General Secretary of the SPF as well as the Official Side Secretary. David Threadgold is the Chair of the SPF.



The [Association of Scottish Police Superintendents \(ASPS\)](#) represent the senior operational leaders of Police Scotland in the ranks of Superintendent and Chief Superintendent. Stewart Carle is the ASPS General Secretary and Rob Hay is the ASPS President.

SCPOSA

The Scottish Chief Police Officers' Staff Association

The Scottish Chief Police Officers Staff Association (SCPOSA) is the representative body of all senior police officers (Assistant Chief Constable, Deputy Chief Constable and Chief Constable) in Police Scotland. Andrew Barker is the General Secretary of SCPOSA.

Official Side

The Official Side consists of the Scottish ministers, the Scottish Police Authority (SPA) and Police Scotland. The Official Side Secretary is Sarah Messenger and Secretariat is provided by David Algie.



The [Scottish Police Authority \(SPA\)](#) was established as a public body on 1 April 2013 and is the primary governance body for policing in Scotland. The Chief Executive is Lynn Brown and Martyn Evans is the Chair of the Authority. The SPA Board consists of up to 15 members appointed by Scottish ministers.



[Police Scotland](#) was established on 1 April 2013 and is responsible for policing across the whole of Scotland. The service is led by Chief Constable Jo Farrell, supported by four Deputy Chief Constables, a Deputy Chief Officer, Assistant Chief Constables and Directors.



The Minister responsible for policing is Angela Constance MSP, [Cabinet Secretary for Justice and Home Affairs](#). Scottish ministers are represented on the PNBS by officials from [Police Division](#). Police Division sets the strategic direction for policing in Scotland and also sponsor the SPA.

Statutory background

The legislation for the Police Negotiating Board for Scotland (PNBS) is set out under the [Police and Fire Reform \(Scotland\) Act 2012](#), in particular [Chapter 8A](#) and [Schedule 2A](#). The body was brought into force through Regulations and two Commencement Orders ([No. 7](#) and [No. 8](#)) which were laid before the Scottish Parliament on 4 May 2023, coming into force on 17 August 2023. PNBS replaced the [PNB](#) which was abolished at that time.

In accordance with paragraph 5 of [Schedule 2A](#) of the [Police and Fire Reform \(Scotland\) Act 2012](#), the Scottish ministers prepared and published the [PNBS constitution](#).






The constitution sets out how the PNBS will carry out its functions to negotiate the pay, terms and conditions of police officers in Scotland. The constitution also sets out how conciliation and arbitration should be used when all other options are exhausted.

Review of the year

This is the first annual report of the of the Police Negotiating Board for Scotland. (PNBS). The reporting year runs from 1 January to 31 December. As the PNBS was established on 17 August, this report covers the period from 17 August to 31 December 2023.

A [Police Negotiating Board \(PNB\) annual report](#) covering the period up to 17 August was published in October 2023.

PNBS in 2023

 <p>Aug</p>	<ul style="list-style-type: none">• Police Negotiating Board for Scotland (PNBS) established, replacing the Police Negotiating Board (PNB) which was abolished at the same time• PNBS web page launched• Rob Hay appointed President of ASPs
 <p>Sep</p>	<ul style="list-style-type: none">• Pay agreement for 2023/2024 reached between the sides• Ian McKay ends his tenure as Chair of the Police Negotiating Board and Scottish Police Consultative Forum (SPCF)• Lisa Blackett appointed as Chair of the PNBS and SPCF by Scottish ministers for a period of 4 years
 <p>Oct</p>	<ul style="list-style-type: none">• First meeting of the PNBS took place on 26 October• Circular published detailing agreement between the sides on provision for an Islands Allowance• Circular published detailing agreement between the sides on the introduction of a Short-notice Rest Day Allowance
 <p>Nov</p>	<ul style="list-style-type: none">• Meeting of the PNBS Technical Working Group on 24 November
 <p>Dec</p>	<ul style="list-style-type: none">• First two meetings of the PNBS Operations and Guide Review Group held on 4 and 13 December

Agreements

Where agreements are reached between the sides following negotiation these are set out in circulars which are then published on the Scottish Government website.

Police officer pay 2023-24

In September 2023, the Official and Staff Sides reached agreement on [changes to pay and terms and conditions](#). The agreement included a 7% increase to pay and allowances for all police officers in Scotland backdated to 1 April 2023.

The agreement recognised the valuable contribution police officers make keeping people and communities across Scotland safe. It takes into consideration the current economic climate and acknowledges the fact that officers are unable to take industrial action.

The PNBS Chair at the time, Ian McKay, commended the commitment and determination shown by both sides to reach agreement in challenging circumstances.

Review / research into police officer pay and benefits

As part of the pay agreement, the Official and Staff Sides agreed to commission an independent review / research into police officer pay and benefits.

This is comprised of two elements, the first relating to wage growth including consideration of the benefits and risks and possible mechanisms to ensure appropriate wage growth within policing going forward from 2025-26. The second element relates to current pay and benefits and will fully consider the unique nature of the officer role in society.

By the end of the reporting year, the sides had agreed joint principles to inform the research and were working collaboratively to commission the research through the SPA on behalf of the PNBS. The findings of the review / research will be brought back to the PNBS for further consideration.

Islands allowance

In October 2023, the [Islands allowance circular](#) was published. The agreement sets out the allowance to be paid to officers who are subject to a planned temporary transfer to an island posting and are required to reside there on a temporary basis. The sides agreed to backdate this allowance to 1 October 2022.

Short-notice rest day working allowance

In November 2023, the [Short-notice rest day working allowance circular](#) was published. This details agreement between the sides on the terms for introducing a Short-notice Rest Day Working Allowance for officers of the inspecting and superintending ranks who are required to work on a rest day with less than 48 hours' notice. The agreement sets out the amount and terms under which the allowance will be paid with an implementation date of 1 April 2023.

Regulations and determinations

Scottish Ministers are undertaking work to update Police Regulations and Determinations to take account of PNB/S agreements made since 2014. A Statutory Instrument amending the Police Service of Scotland Regulations 2013 is due to be in-force by the end of June 2024.

The Official and Staff Sides were consulted on amendments to the Pay and Allowances Determinations from 24 November – 22 December 2023. Scottish Ministers will take account of any consultation responses and will then publish amended determinations on the Scottish Government website.

PNBS meetings

One meeting of the PNBS was held in the reporting period on 26 October 2023. Nineteen members attended this meeting:

- Independent Chair
- Independent Secretariat
- 11 from the Official Side
- 6 from the Staff Side

Key discussion points included the 2023 pay agreement, updates on working groups and discussion on PNBS processes and the PNBS guide. Members agreed to set up a PNBS Operations and Guide Review Group to review how the PNBS works and inform future processes as well as the PNBS Guide.

Working groups

Technical Working Group (TWG)

The TWG is an opportunity for representatives of the sides to have discussions without prejudice on terms and conditions with the aim to reach agreeable solutions to take back to their sides for further discussion and approval. Although any agreement must be reached by the full PNBS, the key discussions on terms and conditions generally take place at the TWG.

The TWG met once in the reporting period on 24 November 2023. During the period covered by this report, the TWG reached the following agreements:

Agreements reached in the reporting year

Agreement	Details
13 September 2023 Pay Agreement and PNBS Circulars (PNBS Circulars 2023/01 to 2023/05)	Following agreement on police officer pay between the sides, TWG agreed the details of circulars providing a breakdown of the pay agreement.
11 October 2023 PNBS Circular 2023/06 - Islands Allowance	Circular detailing agreement on an allowance which recognises the recruitment and retention challenges across the islands of Scotland with effect from 1 October 2022.
23 October 2023 PNBS Circular 2023/07 - Short-notice Rest Day Working Allowance	Circular detailing agreement on an allowance for Inspecting and Superintending ranks, who are required to work on a rest day with less than 48 hours' notice of the start time of the required duty meaning they will receive a payment of £99 per qualifying day of disruption with effect from 1 April 2023.

The circulars capture the technical elements which were discussed and agreed within the PNBS Technical Working Group and ratified at PNBS prior to implementation.

The TWG have agreed from January 2024 to provide updates to the PNBS covering:

- Recommendations from the TWG for consideration and ratification at PNBS
- Decisions taken at TWG
- Work ongoing within TWG

- Areas requiring further dialogue within the sides following discussion at TWG
- Areas linked to the Scottish Police Consultative Forum (SPCF)
- Areas requiring further discussion within Police Scotland

Governance

Review of PNBS effectiveness

With the PNBS only launched in August, no formal review has been carried out of the effectiveness of the Board in this reporting year. However an Operations and Guide Review Group has been set up to review all PNBS processes and procedures and explore how these can be improved.

This group is chaired by the PNBS Chair with representation from each of the member organisations. Secretariat is provided by the Scottish Government. The group met twice in the reporting period, on 4 and 13 December.

The purpose of the group is to review how the PNBS meets the statutory requirements and remit as described in the PNBS constitution, including governance arrangements, and ensure processes meet the needs of all members and stakeholders. Recommendations will be presented to the PNBS in 2024 for approval and implementation.

Conciliation and arbitration

Conciliation and arbitration arrangements were not used in the reporting period.

Funding and expenses

PNBS is funded entirely by the Scottish Government in terms of Chair remuneration, Secretariat support, publications and any additional expenses.

Chair remuneration

The remuneration for the role of the PNBS Chair is £343 per day.

Total fees and expenses for the PNBS Chair 17 September – 31 December 2023

Expense	Cost
Remuneration fees	£3452.62
Travel and subsistence expenses	£58.40
TOTAL	£3,511.02

Independent Secretariat

The Secretariat is provided by the Scottish Government Police Division at no additional cost to the PNBS.

PNBS Publications

PNBS publish documents including circulars and annual reports on the PNBS website. In the reporting period, 7 circulars were produced at a total cost of £2,279.91. This was provided by the Scottish Government.

Additional costs

No additional costs were incurred by the PNBS in the reporting period.

Definitions

Glossary

- ② **Circular:** A circular sets out agreements between Staff and Official Sides. Approved circulars are published by the PNBS Independent Secretariat on the Scottish Government website.
- ② **Independent Chair:** Chairs the PNBS to neutrally support and facilitate the process of negotiation and conciliation where required, discussion of issues and provision of guidance. The current Chair is Lisa Blackett.
- ② **Independent Secretariat:** Primary contact for the PNBS, ensuring good governance in communication and processes of the PNBS. The current Secretariat is Scott McNeil.
- ② **Official Side:** Members of the PNBS representing, and appointed by, the Scottish Police Authority (SPA), Scottish Ministers and the Chief Constable of the Police Service of Scotland.
- ② **Police Negotiating Board for Scotland (PNBS):** PNBS is a Scottish public body which negotiates the pay, terms and conditions of police officers in Scotland.
- ② **PNBS Constitution:** Published in May 2023, the [Constitution of the Police Negotiating Board for Scotland](#) is prepared by the Scottish Ministers in accordance with paragraph 5 of [Schedule 2A](#) of the [Police and Fire Reform \(Scotland\) Act 2012](#).
- ② **PNBS Guide:** Sets out how the PNBS will operate including working practices and processes.
- ② **PNBS Meeting:** Formal meeting of all PNBS members. Scheduled quarterly with an option to convene additional meetings if required.
- ② **PNBS Operations and Guide Review Group:** A sub-group of the PNBS set up in November 2023 to review PNBS processes and procedures and explore opportunities for improvement.
- ② **Reporting period:** The PNBS reports on the calendar year: 1 January - 31 December. For 2023, this started from 17 August when the PNBS was established.
- ② **Scottish Police Consultative Forum (SPCF):** SPCF is a non-statutory body that can provide advice to Scottish ministers on general questions affecting police officers in Scotland, where members believe that wider discussion at the forum will help the efficiency and effectiveness of the Police Service of

Scotland. SPCF also acts as the consultative body for statutory consultations on Police Regulations that are outwith the remit of the PNBS.

- ⌚ **Side Secretariat/Secretaries:** Representatives selected by the Official and Staff Sides to be the primary contact/negotiator.
- ⌚ **Staff Side:** Members of the PNBS representing, and appointed by, the Scottish Police Federation (SPF), Scottish Chief Police Officers Staff Association (SCPOSA) and the Association of Scottish Police Superintendents (ASPS).
- ⌚ **Technical Working Group (TWG):** A sub-group of the PNBS comprised of PNBS members who agree to work together on the detail of terms and conditions on behalf of the PNBS before taking to their sides, and ultimately the PNBS, for approval.

Acronyms

- ⌚ **ASPS:** Association of Scottish Police Superintendents
- ⌚ **HMICS:** His Majesty's Inspectorate of Constabulary in Scotland
- ⌚ **PNB:** Police Negotiating Board
- ⌚ **PNBS:** Police Negotiating Board for Scotland
- ⌚ **SCPOSA:** Scottish Chief Police Officers Staff Association
- ⌚ **SPA:** Scottish Police Authority
- ⌚ **SPCF:** Scottish Police Consultative Forum
- ⌚ **SPF:** Scottish Police Federation
- ⌚ **TWG:** Technical Working Group

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