

*This is Annex 6 referred to in the foregoing determination by the Scottish Ministers under regulation 16 of the Police Service of Scotland Regulations 2013*

**Annex 6**

**Regulation 16**

**PAY**

This Annex addresses pay from 1 April 2013. For pay rates prior to this date, refer to the Police (Scotland) Act 1967, the Police (Scotland) Regulations 2004 and determinations made thereunder.

**SECTIONS:**

- 1 GAIN FROM PROMOTION**
- 2 CONSTABLES' PAY**
- 3 SERGEANTS' PAY**
- 4 INSPECTORS' PAY & PART TIME INSPECTORS' PAY**
- 5 CHIEF INSPECTORS' PAY & PART TIME CHIEF INSPECTORS' PAY**
- 6 SUPERINTENDENTS' PAY  
CHIEF SUPERINTENDENTS' PAY**
- 7 SENIOR OFFICERS' PAY**
- 8 PAY OF DEPUTY CHIEF CONSTABLES OF 1967 ACT FORCES  
TRANSFERRED OR APPOINTED TO THE POLICE SERVICE OF SCOTLAND  
IN THE RANK OF ASSISTANT CHIEF CONSTABLE**
- 9 COMPETENCE RELATED THRESHOLD PAYMENT FOR CONSTABLES,  
SERGEANTS, INSPECTORS AND CHIEF INSPECTORS**
- 10 POST-RELATED ALLOWANCES FOR CHIEF SUPERINTENDENTS**
- 11 PART-TIME CONSTABLES**

## Section 1

### GAIN FROM PROMOTION

- 1) When a constable is promoted to a higher rank, the rate of pay payable to the constable in that higher rank must be higher than the rate of pay the constable would have received had they not been promoted and must be set at a rate which is not less than the rate appropriate to the pay point which, in the higher rank, is immediately above the rate of pay the constable would have received but for their promotion.
- 2) For so long as the constable continues to serve in the higher rank, they must be paid at the rate identified in paragraph (1) until, in accordance with the terms of service appropriate to the constable's new rank, a higher pay point becomes applicable.

## Section 2

### CONSTABLES' PAY

Pay point	
On commencing service	£23,259
On completion of initial training	£25,962
2	£27,471 (a)
3	£29,148
4	£30,066
5	£31,032
6	£31,917
7	£32,703
8	£33,753
9	£35,796
10	£36,519 (b)

- (a) All officers move to this salary point on completion of two years' service as a constable.
- (b) Officers who have been on this point for a year will have access to the competence related threshold payment.

### Section 3

#### SERGEANTS' PAY

Pay point	
0	£36,519 (a)
1	£37,767 (b)
2	£39,036
3	£39,867
4	£41,040 (c)

- (a) Entry point for officers promoted from constables' pay point 9 or less.
- (b) Entry point for officers promoted from constables' pay point 10.
- (c) Officers who have been on this point for a year will have access to the competence related threshold payment.

### Section 4

#### INSPECTORS' PAY

Pay point	
0	£46,788
1	£48,108
2	£49,428
3	£50,751 (a)

- (a) Officers who have been on this point for a year will have access to the competence related threshold payment.

A part-time Inspector who works additional hours shall be paid at plain time for all hours worked in addition to their determined hours up to 40 hours a week. Determined hours and additional hours so worked are pensionable.

### Section 5

#### CHIEF INSPECTORS' PAY

Pay point	
1	£51,789 (a)
2	£52,830
3	£53,919 (b)

- (a) Entry point for an officer appointed to the rank, unless the chief officer of police assigns the officer to the higher point.

- (b) Officers who have been on this point for a year will have access to the competence related threshold payment.

A part-time Chief Inspector who works additional hours shall be paid at plain time for all hours worked in addition to their determined hours up to 40 hours a week. Determined hours and additional hours so worked are pensionable.

#### **CHIEF INSPECTORS IN POST AT 31 AUGUST 1994**

Annual salary
£54,801 (a)

- (a) Officers on this point will have access to the competence related threshold payment.

### **Section 6**

#### **SUPERINTENDENTS' PAY**

##### **SUPERINTENDENT**

Pay point	
1	£62,298
2	£64,869
3	£67,437
4	£70,014
5	£72,585

##### **CHIEF SUPERINTENDENT (a)**

Pay point	
1	£74,394
2	£76,509
3	£78,636

- (a) An officer in a qualifying post shall be paid a Post-Related Allowance (PRA) of £5,001 a year

## Section 7

### SENIOR OFFICERS' PAY

This Section does not apply to any constable mentioned in Section 8.

Chief Constable	£208,100
Deputy Chief Constables	£169,600
Assistant Chief Constables Pay Point:	
1	£90,726
2	£93,753
3	£96,780
4	£99,798
5	£102,828
6	£105,849

## Section 8

### **PAY OF SENIOR OFFICERS AND THE DIRECTOR GENERAL OF THE SCOTTISH CRIME AND DRUG ENFORCEMENT AGENCY TRANSFERRED OR APPOINTED TO THE POLICE SERVICE OF SCOTLAND WITH AN ENTITLEMENT TO PRESERVED PAY**

A constable who transfers to the Police Service by virtue of paragraph 5(2) (chief constables) or 5(4) (deputy chief constables) of schedule 5 to the Police and Fire Reform (Scotland) Act 2012, or who was appointed to the Police Service of Scotland before 1 April 2013 in a rank lower than that which they held in their former police force, will be paid the following rates:

### **PAY OF CHIEF CONSTABLES OF POLICE FORCES TRANSFERRED OR APPOINTED TO THE POLICE SERVICE IN THE RANK OF DEPUTY CHIEF CONSTABLE**

<b>Constable's former police force</b>	<b>Salary</b>
Strathclyde	£178,431
Lothian and Borders	£142,143
Grampian	£133,068
Tayside	£130,044
Central Scotland	£127,017
Dumfries and Galloway	£127,017
Fife	£127,017
Northern	£127,017

## **PAY OF DEPUTY CHIEF CONSTABLES OF POLICE FORCES TRANSFERRED OR APPOINTED TO THE POLICE SERVICE IN THE RANK OF ASSISTANT CHIEF CONSTABLE**

<b>Constable's former police force</b>	<b>Salary</b>
Strathclyde	£139,119
Lothian and Borders	£117,264
Grampian	£109,782
Tayside	£108,873
Central Scotland	£108,873
Dumfries and Galloway	£108,873
Fife	£108,873
Northern	£108,873

The pay of the former Director General of the Scottish Crime and Drug Enforcement Agency, who transfers to the Police Service of Scotland under paragraph 7(1) of schedule 5 to the Police and Fire Reform (Scotland) Act 2012 in the rank of assistant chief constable (by virtue of paragraph 5(4) of schedule 5 to that Act) is: **£122,256**.

In this Section, “police force” means a police force which was, until 1 April 2013, maintained under the Police (Scotland) Act 1967 (c. 77).

### **Section 9**

#### **COMPETENCE RELATED THRESHOLD PAYMENT FOR CONSTABLES, SERGEANTS, INSPECTORS AND CHIEF INSPECTORS**

1) A constable in the rank of constable, sergeant, inspector or chief inspector whose service as reckoned under Part 7 of the Regulations, has entitled the constable for at least one year to be at the top of the scale applied to that constable's rank as shown in Sections 2, 3, 4 and 5 of this determination, and who makes an application in accordance with paragraph (3), is to receive a competence related threshold payment at the appropriate rate, provided that the determining officer has determined that a high professional competence has been demonstrated by that constable under each of the following national standards:

- Professional competence and results;
- Commitment to the job;
- Relations with the public and colleagues;
- Willingness to learn and adjust to new circumstances.

2) High professional competence is reached under a national standard by demonstrating competence against each of the following criteria listed under the standard to which they are related-

- Professional competence and results
  - effective organisation of work to meet the demands of the applicant's role;

- commitment to Police Service values;
  - commitment to health and safety requirements; and
  - compliance with the Code of Conduct.
- Commitment to the job
    - commitment to achieving Police Service objectives;
    - commitment to personal and professional development; and
    - commitment to achieving high levels of attendance.
  - Relations with the public and colleagues
    - promoting equality, diversity and human rights in working practices;
    - contributing to the Police Service's response, recognising the needs of all relevant communities; and
    - working as part of a team.
  - Willingness to learn and adjust to new circumstances
    - making best use of available technology; and
    - demonstrating an openness to change.
- 3) The constable, in the application, except as provided in paragraph (12) or (13), must include examples relating to performance over the two years prior to the date of the application. The completed form must be submitted to the constable's assessing officer. The assessing officer must complete in the relevant sections of the form an assessment as to whether or not the examples contained in the application are indicative of high professional competence against each of the four national standards. The assessing officer must then submit the form to the constable's determining officer.
  - 4) The constable's determining officer must consider the assessing officer's assessments and determine whether or not payment should be made under this Section of this determination.
  - 5) The assessment and the determination must be completed, and the applicant notified in writing of the decision, by no later than 21 days after receipt of the completed application by the assessing officer. In exceptional cases, this period may be extended to 30 days if either the assessing officer or determining officer requires more information.
  - 6) Successful applicants, including those who are successful on appeal, must receive the payment with effect from the date at which they become eligible or the date of application, whichever is the later. Unsuccessful applicants are entitled to receive written feedback on their application from their determining officer and oral feedback from their assessing officer, and are entitled to appeal the decision not to award the payment. If appealing, the constable must explain in writing the reasons for disputing the decision. The constable's appeals officer must undertake the review of the decision.

Grounds for appeal are restricted to one or both of the following:

- the assessing officer or determining officer did not properly take account of the material presented;
- the assessing officer or determining officer took account of irrelevant or inaccurate factors.

The appeals officer must reconsider the decision in the light of the information provided. The outcome of the appeal is final. If necessary, the appeals officer may seek additional information from any party to the process. The applicant must be notified of the decision in writing within 21 days of submitting the appeal.

- 7) Where the Police Service of Scotland identifies, under any formal management procedures, including any performance assessment process operated by the Police Service of Scotland, concerns with respect to the maintenance of high professional standards by a constable in receipt of the payment, the constable's entitlement to the payment must be re-assessed. In these circumstances, the constable, having been notified in writing of the causes for concern, may resubmit an application as outlined in paragraph (3) for consideration as outlined in paragraphs (4) and (5), and the right of appeal as outlined in paragraph (6) applies.
- 8) a) Subject to (b) and (c), when a constable in receipt of the payment is promoted to a higher rank, the payment must be discontinued with effect from the date the promotion takes effect, except that, where, at any time on or after that date the annual rate of pay of a constable in the higher rank is lower than the total of;
  - i) the constable's annual rate of pay immediately before that date, and
  - ii) the rate of the payment made under this Section,

the constable is to be paid at the same rate as if the constable had not been promoted.
- b) A constable who is reduced in rank otherwise than as mentioned in sub-paragraph (c) is to receive the payment from the date at which the constable returns to the lower rank
- c) A constable who was in receipt of the payment before promotion to a higher rank and has been reduced in rank as a result of formal action under the Police Service of Scotland (Conduct) Regulations 2013 is not entitled to the payment when returned to the lower rank, but may resubmit an application as outlined in paragraph (3) for consideration as outlined in paragraphs (4) and (5) and the right of appeal as outlined in paragraph (6) applies.
- 9) When a constable in receipt of the payment is temporarily promoted to a higher rank, the payment will be discontinued with effect from the date the temporary promotion takes effect until the period of temporary promotion ends, except that, where, at any time during the temporary promotion the annual rate of pay of a constable in the higher rank is lower than the total of;
  - a) the constable's annual rate of pay immediately before that date, and

b) the rate of the payment made under this Part,

the constable is to be paid at the same rate as if the constable had not been promoted.

- 10) Subject to paragraph (7), where a constable in receipt of the payment goes on temporary service outwith the Police Service under arrangements made under section 15 of the Police and Fire Reform (Scotland) Act 2012, the constable will receive the payment from the date of return to the Police Service.
- 11) The hourly rate of pay of a part-time constable entitled to this payment is to be increased by a sum obtained by multiplying by 6/12520 the appropriate rate.
- 12) A constable who, at the time of application, is on maternity leave in accordance with regulation 25(7) of the Regulations and any determination thereunder, must in her application cite examples relating to performance from the two year period ending with the start of her maternity leave.
- 13) A constable who, at the time of application, is absent from duty on account of injury or illness in accordance with regulation 25(5) of the Regulations and any determination thereunder, must in the application cite examples relating to performance from the two year period ending with the start of the absence under that regulation.
- 14) In this Annex-

“appropriate rate” means £1,212 per annum;

“assessing officer” means the individual who has the immediate supervisory responsibility for the constable concerned;

“determining officer” means an individual who has supervisory responsibility within the Police Service and who is senior in rank or grade to the assessing officer;

“appeals officer” means the individual who has, for the time being, supervisory responsibility for the determining officer.
- 15) Where none of the assessing officer, the determining officer or the appeals officer as defined in paragraph (14) is a constable, then the chief constable must appoint a suitable constable to be the appeals officer for the constable concerned.

## **Section 10**

### **POST-RELATED ALLOWANCES FOR CHIEF SUPERINTENDENTS**

- 1) A chief superintendent in a qualifying post must be paid a Post-Related Allowance (PRA) of £5,001 a year (non-pensionable).
- 2) A qualifying post is a post identified as such by the chief constable, following consultation with the local branch of the Superintendents' Association and in agreement with the Authority.
- 3) In identifying any qualifying posts for the purposes of this paragraph, the chief constable must have regard to the following criteria:
  - Whether the post is that of BCU (Basic Command Unit) commander, with exceptionally difficult policing conditions, high public profile, and particularly complex community relationships;
  - Whether the post is otherwise a very demanding post, including one dealing with high volumes of serious crime, high levels of deprivation and difficult conflict in community and partnership working.
- 4) A PRA will not be paid to a constable in receipt of a temporary salary under regulation 19 of the Regulations and Annex 18 of these determinations, in the absence of a post-holder entitled to a PRA.

## **Section 11**

### **PART-TIME CONSTABLES**

- 1) The hourly rate of pay of a part-time constable is to be calculated by multiplying by 6/12520 the appropriate annual rate of pay.
- 2) A part-time constable's pay for days of annual leave is 8 times the rate of pay as in (1) above, reduced in proportion that the number of determined hours bears to 40 times the number of weeks in the relevant period.
- 3) In this Section, "determined hours" and "relevant period" have the meaning given in paragraph 5(b) of Annex 5 of these determinations.