



## **LETTER SENT BY E-MAIL ONLY**

2 April 2025

FOI Ref 2024/25-116

### **Request**

Your request for information dated 5 March 2025 is copied below.

In terms of the above legislation and specifically in respect of PNB circular 2025/03, I hereby formally request the following.

From 1st April 2022 to date

1. Copies of all correspondence, meeting notes, and minutes of meetings between the Police Service of Scotland and the Scottish Police Authority, or between the Scottish Government and the Scottish Police Authority where the subject of Assistant Chief Constable pay was discussed - which amongst other things shows

1.1 the date of the correspondence, note, or minutes.

1.2 the subject heading of the correspondence, note, or minutes.

1.3 the author of the correspondence, note or minute (or if sufficiently junior in position as to warrant not making their identity known - their role and/or job title)

Please note this request covers all forms of communication by which any correspondence may have been exchanged, and includes but is not limited to physical mail, electronic mail, and messaging apps.

For the avoidance of all doubt any content which relates to the free and frank exchange of views are not requested. However any and all content - including sentences and paragraphs - where any reference to agreeing to support the claim should be provided.

### **Response**

The Scottish Police Authority has considered your request under the Freedom of Information (Scotland) Act (FOISA).

The Authority can confirm that information relevant to your request is held - see Appendix, items 1 to 7.

Information not specifically related to the matter of Assistant Chief Constable pay has been redacted as out with the scope of your request.

The Authority also considers some information to be exempt as this is third-party personal data which is exempt in terms of the Act.<sup>1</sup> This exemption is absolute and does not require application of the public interest test. While you may have a legitimate interest in disclosure of this information, it is our view that those interests are overridden by the interests or fundamental rights and freedoms of the data subjects.

### **Right to Review**

If you are dissatisfied with the outcome of your request you can ask for a review within 40 working days. You must specify the reason for your dissatisfaction and submit your request by email to [foi@spa.police.uk](mailto:foi@spa.police.uk) or by letter to Scottish Police Authority, 1 Pacific Quay, Glasgow, G51 1DZ.

If you remain dissatisfied after review, you can appeal to the Scottish Information Commissioner within six months. You can apply [online](#), by email to [enquiries@foi.scot](mailto:enquiries@foi.scot) or by letter to Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS.

Should you wish to appeal against the Commissioner's decision, you can appeal to the Court of Session, only if you think the law has not been applied correctly.

This response will be posted to our [Disclosure Log](#) in seven days' time.

Yours faithfully

**Scottish Police Authority**

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<sup>1</sup> This is a notice in terms of Section 38(1)(b) of the Freedom of Information (Scotland) Act 2002 – Third party data. Disclosure would contravene the data protection principle in Article 5(1)(a) of the General Data Protection Regulation: personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject.

## Appendix

1. Email from SPA Officer in capacity as Deputy Official Side Secretary to SPA Board members and Executive (includes attachment)

**From:** [REDACTED] spa.police.uk>

**Sent:** 27 September 2024 06:52

**To:** SPA Board Services [REDACTED]; Stuart, Caroline

[REDACTED]; Howie, Pauline [REDACTED];

McQueen, Fiona [REDACTED]

**Cc:** Brown, Chris [REDACTED]

**Subject:** RE: PNB members discussion - ACC Pay [OFFICIAL: POLICE ONLY]

### OFFICIAL: POLICE ONLY

Morning all, I would plan to use the time to discuss ACC Pay but also as a pre-meet in advance of the PNBS where I will provide an update on any progress related to pay negotiations.

Please see slides attached in relation to ACC Pay.

Kind regards

[REDACTED]



SCOTTISH POLICE  
AUTHORITY

# ACC Pay

Sept 2024

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## Context

### Context

- Following a request from SCPOSA the (previous) Chief Constable agreed to progress an independent assessment of ACC pay
- Korn Ferry carried out this work and a report was provided in Sept 2023
- As a result, the PNBS Staff Side included a claim for a £15,000 increase to ACC pay as part of the Pay Claim for 2024/25
- The Official Side position is that discussion on this requires to be separated from pay negotiations and be considered from a job evaluation perspective

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## Korn Ferry Findings

### Job Size

- ACC roles are comparable with each other's and at broadly the same level, reflecting fact several individuals have moved between portfolios.
- Some differences in job size were identified but it is viewed that all sit within the same Korn Ferry pay reference level and would typically be based at same pay band/grade

### Attraction and Retention

- Did not identify current problems to attract and retain candidates to roles and therefore main consideration should be whether pay is sufficiently competitive with other forces to ensure remuneration will not cause future recruitment and retention problems

### Reflection of Responsibilities of the Role

- Has been identified that size of ACC roles in Police Scotland are bigger than those in England and Wales with salary difference not reflecting expected gap (8% gap versus expected 23% gap)
- ACC base pay is 92% of the median in the UK public sector although is 104% of median for UK public sector on total remuneration
- Main question is whether judged against other police forces and wider market data remuneration is a fair reflection of the role

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## Korn Ferry Options

Option	Description	Korn Ferry Assessment
A – Do Nothing	Change nothing on grounds there is no evidence that current pay level is damaging the service.	Would avoid difficult discussions about increasing senior pay. However, would also leave questions about differentials and whether pay appropriately recognises responsibilities
B – Keep single pay point but increase salary	Increase pay by around £15,000	Question would be whether immediate uplift in senior salaries would be acceptable in current climate
C – Introduce Increments with lowest point being current salary	Create a salary scale with current salary being the bottom point (with rules and criteria for any progression) and ability to move up every 1 or 2 years.	Outlined this could mirror 3 -point scale for ACCs in England and Wales along with arrangements in police for Staff Directors in SPA/Police Scotland. Compared to Option B it would recognise experience and avoid sudden uplift (which may address concerns about an increase in current climate.

An option explicitly not recommended would be to set ACC rates as a percentage of the pay of the DCC or Chief Constable

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## Executive Grade 4 Director Salary Comparison

The Korn Ferry Scores for ACCs broadly align with Korn Ferry Scores for Staff Executive Grade 4 roles although as part of a holistic assessment of executive pay consideration may need to be given to the fact that the scoring in relation to the SPA Chief Executive is an outlier. The comparison is outlined below:

Post	Korn Ferry Score	Salary
Chief Digital and Information Officer	1372	£144,932 – £153,920
Chief Financial Officer	1418	£144,932 – £153,920
Director of Forensic Services	1418	£144,932 – £153,920
SPA Chief Executive	1763	£144,932 – £153,920
ACC	1358 - 1486	£139,800

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## Potential Consequences and Mitigations

Potential Consequences	Mitigation
Reputational impact of increasing senior pay	Match to the Exec Grade 4 salary and demonstrate there is evidence based on independent Job Evaluation scoring.
Request from Staff Directors to have salary reviewed	
Requirement for review of other ranks – particularly Chief Supt	There is broad support from Official Side of PNBS that we need to better understand evidence base behind pay levels for officers. This may form part of planned research of FoA. There are risks, however having a clear evidence base will support the delivery of a strategic approach to pay and reward*

\*Korn Ferry carried out Job Evaluation of all ranks in England and Wales and found that lower ranks were paid well with the main issues sitting at the superintending rank levels. Recent PNBS negotiations added a salary point for Chief Supts and the response in England and Wales to the Korn Ferry Work was to mirror the change in Scotland

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# Recommendations

## Recommendations

- For Police Scotland to endorse the following as part of engagement with the broader Official Side
  - To agree to place ACC s on Executive Grade 4 Salary moving from £139,800 single point to three -point scale ranging from £144,932 - £153,920 (based on salary prior to 2024/25 pay uplift)
  - To allow the Official Side to have flexibility on implementation date with options being date Korn Ferry Repor t was provided (Sept 2023), date of Staff Side Claim (April 2024) or date change agreed

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2. Email from SPA Officer in capacity as Deputy Official Side Secretary to Scottish Government and Police Scotland (includes attachment)

**From:** [REDACTED]  
**Sent:** 22 October 2024 08:38  
**To:** [REDACTED] gov.scot>  
**Cc:** Miller, Katy  
**Subject:** ACC Pay [OFFICIAL]

**OFFICIAL**

Morning [REDACTED],

As discussed with Katy last week, hopefully the paper provides you with everything you need.

Can you review and then confirm next steps? Happy to discuss if easier.

Kind regards

[REDACTED]



## **PURPOSE**

To set out the proposed Official Side response to the Staff Side Claim to adjust Assistant Chief Constable (ACC's) salaries following an independent review by Korn Ferry.

## **BACKGROUND**

Following a request from SCPOSA the (previous) Chief Constable agreed to progress an independent assessment of ACC Pay. Korn Ferry carried out this work and a report was finalised in September 2023. As a result, the PNBS Staff Side included a claim for a £15,000 increase to ACC pay as part of the Pay Claim for 2024/25.

SCPOSA have highlighted that they received advice from Police Scotland to include the request for this increase as part of the pay claim for 2024/25 but following further review by the Official Side were subsequently told that this should be considered separately. Other views provided by SCPOSA include:

- The structural issues re ACC Pay are longstanding.
- Police Staff Directors were re-evaluated in 2021 with this remedied immediately after the re-evaluation.
- SCPOSA would have entered discussion when the service first received the report in 2023 if the advice hadn't been to consider as part of the pay negotiations.

SCPOSA have confirmed in writing they are content to remove ACC pay from the pay claim (as agreed at Side Secretaries on 18 September 2024) and would want the matter resolved as soon as possible.

## **KORN FERRY FINDINGS**

### Job Size

- ACC roles are comparable with each other's and at broadly the same level, reflecting fact several individuals have moved between portfolios and can be moved at Chief Constables instruction.
- Some differences in job size were identified but it is viewed that all sit within the same Korn Ferry pay reference level and would typically be based at same pay band/grade.

### Attraction and Retention

- Did not identify current problems to attract and retain candidates to ACC's roles and therefore the main consideration should be whether pay is sufficiently competitive with other forces to ensure remuneration will not cause future recruitment and retention problems.

### Reflection of Responsibilities of the Role

- Has been identified that size of ACC roles in Police Scotland are bigger than those in England and Wales with salary difference not reflecting expected gap (8% gap versus expected 23% gap).
- ACC base pay is 92% of the median in the UK public sector although is 104% of median for UK public sector on total remuneration.
- Main question is whether judged against other police forces and wider market data remuneration is a fair reflection of the role.

## KORN FERRY OPTIONS

Option	Description	Korn Ferry Assessment
A – Do Nothing	Change nothing on grounds there is no evidence that current pay level is damaging the service.	Would avoid difficult discussions about increasing senior pay. However, would also leave questions about differentials and whether pay appropriately recognises responsibilities
B – Keep single pay point but increase salary	Increase pay by around £15,000	Question would be whether immediate uplift in senior salaries would be acceptable in current climate
C – Introduce increments with lowest point being current salary	Create a salary scale with current salary being the bottom point (with rules and criteria for any progression) and ability to move up every 1 or 2 years.	Outlined this could mirror 3-point scale for ACCs in England and Wales along with existing arrangements in place for Staff Directors in SPA/Police Scotland. Compared to Option B it would recognise experience, avoid sudden uplift (which may address concerns about an increase in current climate) and would reflect established practice (for Staff Directors).

## EXECUTIVE GRADE 4 DIRECTOR SALARY COMPARISON

The Korn Ferry Scores for ACCs broadly align with Korn Ferry Scores for Staff Executive Grade 4 roles although as part of a holistic assessment of executive pay consideration may need to be given to the fact that the scoring in relation to the SPA Chief Executive is an outlier. The comparison is outlined below:

Post	Korn Ferry Score	Salary
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## POTENTIAL CONSEQUENCES AND MITIGATIONS

Potential Consequences	Mitigation
Reputational impact of increasing senior pay	Match to the Exec Grade 4 salary and demonstrate there is evidence based on independent Job Evaluation scoring.
Request from Staff Directors to have salary reviewed	
Requirement for review of other ranks – particularly Chief Supt	There is broad support from Official Side of PNBS that we need to better understand evidence base behind pay levels for officers. This may form part of planned research of Fraser of Allander. There are risks, however having a clear evidence base will support the delivery of a strategic approach to pay and reward*

\*Korn Ferry carried out Job Evaluation of all ranks in England and Wales and found that lower ranks were paid well with the main issues sitting at the superintending rank levels. Recent PNBS negotiations added a salary point for Chief Supts and the response in England and Wales to the Korn Ferry Work was to mirror the change in Scotland

## RECOMMENDATIONS

It is recommended that the Official Side seek agreement to place ACCs on Executive Grade 4 salary as this would place ACCs on an already recognised pay scale within policing with staff Director posts with similar Korn Ferry Scores.

Given the Staff Side Claim was for an increase to their single pay point by £15,000k it is recommended that specific flexibilities/parameters are provided to those leading negotiations on behalf of the Official Side that would increase the likelihood of agreeing to a 3-point increment approach with the highest point being less than £15,000k. The recommended flexibilities are:

- The ability to agree that current ACCs are placed on the pay point relevant to the number of years they have operated at ACC level in PSoS
- The agreement can be backdated to no earlier than the date of the first Joint Secretaries meeting (18 September 2025) where it became clear that the Staff Side had been advised to delay their request to align to pay negotiations

## FINANCIAL CONSIDERATIONS

It has been confirmed by the Chief Financial Officer that the proposal above is affordable within the current budget allocation and therefore no further revenue funding would be requested and required from Scottish Government.

### 3. Email from SPA Officer in capacity as Deputy Official Side Secretary to SPA Executive and Board members

**From:** [REDACTED] spa.police.uk>

**Sent:** 20 December 2024 09:39

**To:** Brown, Chris-[REDACTED]; Stuart, Caroline

[REDACTED]; Howie, Pauline [REDACTED];

McQueen, Fiona [REDACTED]

**Cc: Subject:** RE: PNB members discussion - ACC Pay [OFFICIAL: POLICE ONLY]

#### **OFFICIAL**

Good morning all, hope you are well. Myself and Chris are keen to have a specific meeting with SPA members of the Official Side to discuss the below aswell as ongoing discussions in relation to ACC Pay in advance of any wider discussion with Official Side to finalise positions.

I am going to put a meeting in for 3pm on 7<sup>th</sup> January hoping it will work for you. I appreciate that you may not be online today and I might not pick this up before I finish for leave, however if this date and time doesn't work if you let me know today then I will try and find a date and time that works.

There is some urgency on both matters though.

Hope you all have a great festive break.

Kind regards

[REDACTED]

4. Email trail between SPA Officer in capacity as Deputy Official Side Secretary and SPA Executive and Board members (includes attachment)

From: Howie, Pauline [REDACTED]  
Sent: Thursday, February 13, 2025 08:56 AM  
To: [REDACTED] spa.police.uk>; McQueen, Fiona [REDACTED]; Stuart, Caroline [REDACTED]; Brown, Chris [REDACTED]  
Subject: RE: Arbitration and ACC Pay [OFFICIAL: POLICE ONLY]

[REDACTED]  
Many thanks for your updates.

I'm content with the proposed letter re ACC pay,

Kind regards

Pauline

From: [REDACTED] spa.police.uk>  
Sent: Wednesday, February 12, 2025 16:22  
To: McQueen, Fiona [REDACTED]; Stuart, Caroline [REDACTED]; Howie, Pauline [REDACTED]; Brown, Chris [REDACTED]  
Subject: RE: Arbitration and ACC Pay [OFFICIAL: POLICE ONLY]

**OFFICIAL: POLICE ONLY**

Firstly apologies to Chris as I had intended to copy him in to represent the SPA Executive position. Chris apologies.

In relation to SG I have sent the same draft letter to them to get formal confirmation however all discussions with SG have indicated they will fully support the proposal. I will confirm to you when I hear this formally.

[REDACTED]  
[REDACTED]  
[REDACTED]  
Kind regards  
[REDACTED]

**From:** McQueen, Fiona [REDACTED]  
**Sent:** 12 February 2025 16:16  
**To:** [REDACTED] spa.police.uk>; Stuart, Caroline [REDACTED]; Howie, Pauline [REDACTED]  
**Subject:** RE: Arbitration and ACC Pay [OFFICIAL: POLICE ONLY]

OFFICIAL: POLICE ONLY

[REDACTED] - thanks for the update.

Can you confirm that SG and Lynn are happy with the ACC position- if so I am happy for the letter to go.

[REDACTED]  
F

Sent with BlackBerry Work ([www.blackberry.com](http://www.blackberry.com))

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**From:** [REDACTED] spa.police.uk>  
**Sent:** 12 Feb 2025 15:36  
**To:** "McQueen, Fiona" [REDACTED]; "Stuart, Caroline" [REDACTED]; "Howie, Pauline" [REDACTED]  
**Subject:** Arbitration and ACC Pay [OFFICIAL: POLICE ONLY]

**OFFICIAL: POLICE ONLY**

Good afternoon all, I have two key updates for you where I am seeking endorsement.

[REDACTED]

[REDACTED] [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED] [REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
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**OFFICIAL**  
**Police Negotiating Board  
for Scotland**  
Bòrd Bargaich Poilis  
na h-Alba

David Kennedy  
Staff Side Secretary  
PNB Scotland  
Scottish Police Federation  
5 Woodside Place  
Glasgow  
G3 7QF

XX February 2025

Dear David

**Assistant Chief Constable (ACC) Pay**

I would like to thank the Staff Side for constructive and ongoing 'without prejudice' discussions that resulted in the ACC pay claim being separated from 2024/25 pay discussions. As a result of these discussions and full consideration of the claim to increase ACC pay, the Official Side are seeking to reach an agreement to replace the current single pay point with an incremental three-point scale with effect from 1 April 2024. This offer takes consideration of the recently confirmed pay increase via arbitration.

The proposed three point pay scale (incorporating the annual pay increase) is as follows:

Pay Point	Pre-PNBS Arbitration Outcome	Inclusive of Arbitration Outcome (4.75% increase)
1	£144,932	£151,816
2	£150,549	£157,700
3	£153,920	£161,231

Therefore, agreement is sought to implement the pay points inclusive of the arbitration outcome with effect from 1 April 2024.

In relation to incremental progression, agreement is sought that this will depend on the length of service performed as an ACC within the Police Service of Scotland. For the avoidance of doubt this proposal would operate as follows:

- Point 1: Upon commencement as ACC within Police Service of Scotland
- Point 2: ACC's move to this salary point on completion of one years' service as an ACC within the Police Service of Scotland
- Point 3: ACC's move to this salary point on completion of two years' service as an ACC within the Police Service of Scotland

In line with the PNBS agreement, implemented on 1 January 2023, all periods of temporary duty performed at a higher rank are reckonable for pay and pension purposes.

**OFFICIAL**






If agreed, current ACCs will be placed on the scale point relevant to their current service as an ACC within the Police Service of Scotland with effect from 1 April 2024.

It is hoped that the proposed offer can form the basis of an agreement between the Official Side and agreement is sought in advance of xxx to ensure this agreement can be implemented with sufficient time for back-pay to be provided within salaries paid in March 2025.

Yours sincerely



**Sarah Messenger**  
**Official Side Secretary**

CC: Scott McNeil, PNBS Independent Secretariat

**OFFICIAL**

5. Email trail between SPA Officer in capacity as Deputy Official Side Secretary and SPA Executive and Board members

**From:** Stuart, Caroline [REDACTED]  
**Sent:** Thursday, February 13, 2025 09:15 AM  
**To:** [REDACTED] spa.police.uk>; McQueen, Fiona  
[REDACTED]; Howie, Pauline [REDACTED]; Brown, Chris [REDACTED]  
[REDACTED]  
**Subject:** RE: Arbitration and ACC Pay [OFFICIAL: POLICE ONLY]

**OFFICIAL: POLICE ONLY**

Thanks ever so much [REDACTED] for this – I too am content with the ACC letter to go  
All the best  
caroline

The remainder of this trail is as per item 4, refer to emails of 12 February 2025 at 15:36 hours to 12 February at 16:22 hours.

6. Email trail between SPA Officer in capacity as Deputy Official Side Secretary and Scottish Government

**From:** [redacted] gov.scot>  
**Sent:** 22 October 2024 08:38  
**To:** [redacted]  
**Subject:** RE: ACC Pay [OFFICIAL]

[redacted]

Thank you for sight of the proposed letter to the Staff Side in relation to ACC Pay claim. I am content for this to be issued.

Thanks

[redacted]

**From:** [redacted] spa.police.uk>  
**Sent:** 12 February 2025 15:02  
**To:** [redacted] gov.scot>  
**Subject:** ACC Pay [OFFICIAL]

**OFFICIAL**

Hi [redacted]

<div><div></div><div>[redacted]</div></div>	[redacted]
<div><div></div><div>[redacted]</div></div>	[redacted]
<div><div></div><div>[redacted]</div></div>	[redacted]

Can you review and confirm endorsement of the attached letter from an SG perspective to allow us to send this after an increase for all officers is confirmed.

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Kind regards

[REDACTED]

7. Extract from DRAFT FULL Board Minute 20 February 2025 – MINUTE OF ITEMS TAKEN IN PRIVATE, FROM MEETING HELD 28 NOVEMBER 2024 FOR APPROVAL

## **16. PAY AND REWARD**

[REDACTED]

[REDACTED]

DCCSpeirs informed Members of the outcome of the Assistant Chief Constable (ACC) salary evaluation which has introduced a new three-point scale for ACCs.

[REDACTED]

**Members noted the update.**