

**POLICE NEGOTIATING BOARD**

Independent Secretary:  
Gordon Smith  
Scottish Government  
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**POLICE NEGOTIATING BOARD AGREEMENT**

1. The Official and Staff Sides of the PNB have reached agreement on the remuneration of members of the federated ranks within the Police Service of Scotland on the occasions they are deployed away from their usual place of duty and as a consequence unable to return home. This agreement takes effect from 4 June 2018 and details are set out in the attached memorandum.
2. This PNB agreement has been approved by Scottish Ministers. The Scottish Police Authority now has the authority to implement this agreement\*. In due course the relevant Minister will make formal determinations.
3. Any enquiries about this circular should be addressed to the Independent Secretariat at the Scottish Government ☎ 0131 244 5048, to the Official Side Secretary ☎ 020 7187 7341 or the Staff Side Secretary ☎ 0300 303 0027. Enquiries to the Independent Secretariat relating to the interpretation of this circular should be made in writing.

12 July 2018

\* PNB Circulars form a single numerical series. Those which in themselves provide authority to implement an agreement carry the serial number alone, while those which are purely advisory are designated as such after the serial number.

## MEMORANDUM

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### Overnight Allowances

The Official and Staff Sides of the PNB have reached agreement on the remuneration of members of the federated ranks within the Police Service of Scotland on the occasions they are deployed away from their usual place of duty and as a consequence unable to return home. This agreement takes effect from 4 June 2018 and details are set out below.

#### **Purpose**

To provide a simplified set of arrangements that cover the remuneration of members of the federated ranks within the Police Service of Scotland on the occasions they are deployed away from their usual place of duty and as a consequence are unable to return home.

To provide a set of arrangements which will supersede existing guidance and agreements covering aspects of policing such as held in reserve, overnight absences for court and casual (or prisoner) escort duties and establish a consistent form of compensation for all circumstances where a member is deployed in accordance with the provisions laid out, whether within Scotland or elsewhere within the UK.

This agreement repeals the provisions of :

- Regulation 17, Annex 7, Overtime, paragraph 8(a)
- PNB Circular 83/10
- PNB Circular 86/15
- PNB Circular 88/9
- PNB Circular 95/1
- PNB Circular 95/8

#### **Background**

It is not uncommon for a policing need to create circumstances where it is desirable or necessary to have a police officer or officers with particular skills performing duties in a place other than their usual place of duty.

Prior to the amalgamation of the former Scottish police forces these events were either dealt with by calling on other forces for Mutual Aid or the temporary deployment of resources from one area of the force to another.

This disparate approach created local inconsistencies in interpretation and application of police officer entitlements.

The Police and Fire Reform (Scotland) Act 2012 provides safeguards and limitations on the duties that may be assigned to officers of the former territorial forces. The Official Side and Staff Side agree it is desirable to have arrangements that accommodate the temporary movement and deployment of police officers in a manner that is fair and recognises the unique nature of police demand.

## **Policy**

### Overnight Disruption Allowance

Where a member of the federated ranks is required to perform duty away from their usual place of duty and as a consequence is either practically unable or is prevented from returning home, that member shall be paid an allowance to be known as the Overnight Disruption Allowance, in respect of each night on which the member is so displaced. The **Overnight Disruption Allowance is £60.**

### Additional Disruption Allowance

Where a member of the federated ranks is deployed in such circumstances as to prevent their return home **and**;

- operational imperatives, exceptional geographic factors or safety or security considerations necessitate restrictions being placed on that member's active ties whilst off duty **or**;
- the member is required to be available for recall to duty at any time or times during this period;

That member shall be paid an additional allowance to be known as the Additional Disruption Allowance in respect of each night the member is so disrupted. The **Additional Disruption Allowance is £40.**

### Minimum Standards Allowance

Where a member of the federated ranks is deployed in such circumstances as to prevent their return home, that member shall be provided with appropriate accommodation for each night they are so displaced.

Accommodation must be of a minimum standard so as to ensure the comfort of the member and security of the member's belongings.

Minimum standard means accommodation must be single occupancy with an en-suite bath or shower room **and**;

- has both hot and cold running water **and**;

- has clean linen and towels **and**;
- is capable of maintaining a reasonable and comfortable living environment.

Where the accommodation does not meet this minimum standard, and efforts to rectify any issue have been exhausted, the member shall be entitled to an additional allowance that shall be known as the Minimum Standards Allowance in respect of each night. The **Minimum Standards Allowance** is **£90**.

### **Limitations**

These arrangements do not remove the entitlements for members of the federated ranks to ordinary payments, including overtime at the appropriate rates when deployed.

Other than the Minimum Standards Allowance which will apply to officers on residential training (with the exception of probationer training), these arrangements do not apply to members of the federated ranks who, as a consequence of attending a seminar or conference (in any capacity) or a training course as a candidate, are unable to return home.

These arrangements do not affect existing remuneration arrangements in relation to incidental expenses for residential training.

### **Practical Considerations**

To minimise the overnight disruption of police officers all viable alternatives which meet the needs of the deployment must be exhausted prior to requiring officers to be away from home overnight.

Wherever practically able to do so, the Police Service and the Scottish Police Federation will agree on the appropriateness of accommodation or whether exceptional geographic factors would necessitate restrictions being placed on a member's activities whilst off duty, in advance of any police officer deployments.

Nothing in this agreement shall alleviate the Police Service of its responsibility to secure accommodation for officers on the occasions they may be displaced as a consequence of their duties.

Where no accommodation is provided the provisions of Regulation 27 and Annex 19 (3) (e) shall apply, in addition to any other entitlements under this agreement i.e. a constable of the Police Service of Scotland is entitled, if the constable requests, to be given an advance to cover, as far as is practicable, probable expenses of duty away from the constable's usual place of duty.