

**The Scottish Government**

Health Workforce, Leadership and Service Transformation Directorate  
NHS Pay and Conditions



Dear Colleague

**PAY AND CONDITIONS FOR NHS STAFF COVERED  
BY THE AGENDA FOR CHANGE AGREEMENT**

**Summary**

1. NHS Circular PCS(AFC)2018/1 put in place a “payment on account” for Agenda for Change staff in NHS Scotland.
2. Following agreement of a three year pay deal at the Scottish Terms and Conditions Committee meeting on 17 August, this circular sets out the first year of that deal.
3. For most staff, the final settlement represents no change from the payment on account already implemented. However, for a smaller number of staff, the deal will involve further adjustments. These are set out below.

**No-detriment**

4. In order to fulfill the commitment that no Scottish Agenda for Change staff member will be paid less than their English equivalent, a number of points at the bottom of pay bands have been adjusted. The specific points which this affects are set out in Annex A. For ease of reference, Annex B shows the agreed 1 April 2018 pay rates in full.
5. In addition to the adjustment of rates highlighted above, application of the full pay deal will require a small number of further adjustments.

**Band 2**

6. From 1 April 2018, the bottom point of Band 2 will be deleted and the new bottom pay point will be set at £17,460, shortening this Band from 6 to 5 points.

26 September 2018

**Addressees**

For action

Chief Executives,  
Directors of Finance,  
Directors of Human Resources:  
NHS Boards and Special Health  
Boards, NHS National Services  
Scotland (Common Services  
Agency) and Healthcare  
Improvement Scotland

For information

Members, Scottish Partnership  
Forum  
Members, Scottish Terms and  
Conditions Committee  
Members, Scottish Workforce and  
Governance Committee

**Enquiries to:**

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Directorates  
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## **Promotion**

7. Because we are moving away from the previous pay structure, the rules around temporary movement to a higher pay band and promotion set out at paragraphs 6.32 to 6.35 of the Agenda for Change handbook are being amended in certain circumstances from 1 April 2018 to 31 March 2019.

8. Agenda for Change provisions dictate that staff on temporary or substantive promotion should go on to the lowest available pay point on their promoted scale which produces a pay uplift. Although the bottom pay point on a number of scales has been set at a specific “no-detriment” rate, staff should continue to be promoted on to the equivalent pay point on their promoted pay scale as they would have been under the old structure. So, for example, someone on the sixth point of Band 5 (the old point 21) earning £26,830 in 2017 and £27,635 from 1 April 2018, will go on to the second point of Band 6 (£28,748) on temporary or substantive promotion, rather than the new bottom point of the Band (£28,050). Annex C provides a list of these instances, for reference.

## **Pay Protection**

9. Staff on organisational change protection will have their target earnings increased in line with the adjusted rates, if applicable.

10. The following uplifts to the On-Call Availability Allowance and Recruitment and Retention Premia already announced in PCS(AFC)2018/1 are included here for the avoidance of doubt and to provide one point of reference for the 2018-19 pay settlement.

## **On-Call Availability Allowance**

11. In line with paragraph 7.2 of PCS(AFC)2015/3, the On-Call Availability Allowance is increased by 3% in 2018-19 to **£19.10**, per session.

## **Recruitment and Retention Premia (RRP)**

12. Any RRP's which increase in line with pay uplifts should be increased by 3% in 2018-19.

## **Cabinet Secretary Approval**

13. The provisions of this circular have been approved by Scottish Ministers under Regulations 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 (SI 1991 No 537). A copy of the formal approval is attached.

## **Action**

14. NHS Boards and Special Health Boards should ensure that the new rates are paid from 1 April 2018.

15. Employers should notify Scottish Public Pensions Agency of any increase in pensionable remuneration and contributions arising from the payment of arrears to former employees.

### **Enquiries**

16. Employees should direct their personal enquiries to their employing NHS Board or Special Health Board.

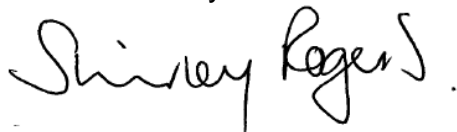
17. Employers should make their own arrangements for obtaining additional copies of this circular, which can be viewed at:

[www.sehd.scot.nhs.uk](http://www.sehd.scot.nhs.uk)

18. The changes contained in this circular will be reflected in the updated Agenda for Change Terms and Conditions Handbook which can be viewed at:

[www.msg.scot.nhs.uk](http://www.msg.scot.nhs.uk)

Yours sincerely

A handwritten signature in black ink that reads "Shirley Rogers". The signature is written in a cursive style with a period at the end.

**SHIRLEY ROGERS**

Director, Health Workforce, Leadership and  
Service Transformation Directorate

**NATIONAL HEALTH SERVICE  
APPROVAL OF REMUNERATION AND CONDITIONS OF SERVICE**

In accordance with regulations 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 (S.I. 1991/537) the remuneration and conditions of service set out in the attached Scottish Government Health Workforce Directorate circular of 26 September 2018 – PCS(AFC)2018/2 – in respect of salary for NHSScotland staff covered by the Agenda for Change agreement are hereby approved for the purposes of the said Regulations.

The approval has effect from 1 April 2018.



**SHIRLEY ROGERS**

Director  
Health Workforce, Leadership and Service  
Transformation Directorate  
Scottish Government  
St Andrew's House  
EDINBURGH  
EH1 3DG  
26 September 2018

Band	Point	Payment on Account Rate	Three Year Pay Deal Rate
1	1	£17,110	£17,460
2	2 / 1*	£17,437	£17,460
6	1	£27,635	£28,050
7	1	£32,974	£33,222
8A	1	£42,058	£42,414
8B	1	£48,989	£49,242
8C	1	£58,948	£59,090
9	1	£82,611	£84,507

\* As per para 6 of this circular, the bottom point of Band 2 is being deleted, meaning the previous point 2 becomes point 1.

## Pay Bands and Pay Points on Second Pay Spine from 1 April 2018

Band 1	Point on Band	Pay
	1	<b>£17,460</b>

Band 2	Point on Band	Pay	Point on Band	Adjusted Pay
	1	£17,110	1*	<b>£17,460*</b>
	2	£17,437	1*	<b>£17,460*</b>
	3	£17,865	2	£17,865
	4	£18,292	3	£18,292
	5	£18,843	4	£18,843
	6	£19,470	5	£19,470

\* As per para 6 of this circular, the bottom point of Band 2 is being deleted, meaning the previous point 2 becomes point 1.

Band 3	Point on Band	Pay
	1	£18,292
	2	£18,843
	3	£19,470
	4	£19,846
	5	£20,347
	6	£20,911
	7	£21,349

Band 4	Point on Band	Pay
	1	£20,911
	2	£21,349
	3	£22,042
	4	£22,746
	5	£22,982
	6	£23,113
	7	£23,597

Band 5	Point on Band	Pay
	1	£23,113
	2	£23,597
	3	£24,547
	4	£25,536
	5	£26,580
	6	£27,635
	7	£28,748
	8	£29,905

Band 6	Point on Band	Pay
	1	<b>£28,050</b>
	2	£28,748
	3	£29,905
	4	£30,820
	5	£31,896
	6	£32,974
	7	£34,050
	8	£35,261
	9	£37,010

Band 7	Point on Band	Pay
	1	<b>£33,222</b>
	2	£34,050
	3	£35,261
	4	£37,010
	5	£38,088
	6	£39,299
	7	£40,644
	8	£42,058
	9	£43,471

Band 8A	Point on Band	Pay
	1	<b>£42,414</b>
	2	£43,471
	3	£45,220
	4	£46,970
	5	£48,989
	6	£50,470

Band 8B	Point on Band	Pay
	1	<b>£49,242</b>
	2	£50,470
	3	£53,026
	4	£55,987
	5	£58,948
	6	£60,563

Band 8C	Point on Band	Pay
	1	<b>£59,090</b>
	2	£60,563
	3	£63,254
	4	£66,216
	5	£70,657
	6	£72,675

Band 8D	Point on Band	Pay
	1	£70,657
	2	£72,675
	3	£75,704
	4	£79,405
	5	£82,611
	6	£86,532

Band 9	Point on Band	Pay
	1	<b>£84,507</b>
	2	£86,532
	3	£90,608
	4	£94,880
	5	£99,358
	6	£104,050



**Points on the scale where the revised promotion rules will apply**

Band 5, point 6 (former spine point 21) should move to Band 6 point 2 on promotion (former spine point 22).

Band 6, point 6 (former spine point 26) should move to Band 7 point 2 on promotion (former spine point 27).

Band 7, point 8 (former spine point 33) should move to Band 8 point 2 on promotion (former spine point 34).

Band 8A, point 5 (former spine point 37) should move to Band 8B point 2 on promotion (former spine point 38).

Band 8B, point 5 (former spine point 41) should move to Band 8C point 2 on promotion (former spine point 42).

Band 8D, point 5 (former spine point 49) should move to Band 9 point 2 on promotion (former spine point 50).