

The Scottish Government
Directorate for Health Workforce
Pay and Terms and Conditions of Service



**PAY AND CONDITIONS OF SERVICE
EXECUTIVE AND SENIOR MANAGEMENT PAY 2016-17.**

Summary

1. This circular announces the pay arrangements for 2016-17 in respect of the Executive and Senior Management cohorts.
2. The details are as follows:
 - a) The minimum and maximum points of all pay ranges are increased by 1%.
 - b) Performance based pay progression of up to 3% based on performance in the years 2015-16 for staff on all pay ranges that are not at the maximum of their pay range.
 - c) Staff whose performance is rated unacceptable in 2015-16 are not entitled to any pay increase or pay progression.
3. These pay arrangements are mandatory for all staff in the Executive and Senior Management cohorts in NHS Boards, NHS Education for Scotland, Healthcare Improvement Scotland, NHS Health Scotland, NHS24, Scottish Ambulance Service, State Hospital Board for Scotland, NHS National Services Scotland and the National Waiting Times Board, here in after referred to as employing authorities.

16 March 2016

Addressees

For action

Chairs, Chief Executives, Directors of Finance, and Directors of Human Resources: Health Boards, NHS National Services Scotland, State Hospital Board for Scotland, NHS Health Scotland, NHS Education Scotland, Scottish Ambulance Service, Healthcare Improvement Scotland, NHS 24, National Waiting Times Board.

For information

Members of the NHSScotland Scottish Partnership Forum.

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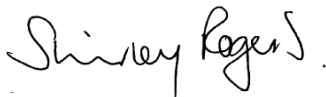
<http://www.scotland.gov.uk>

4. The independently chaired National Performance Management Committee (NPMC) provides assurance that the performance management arrangements for the Executive cohort are robust and consistent, and conveys this to the individual employing authorities to enable application of performance based progression in appropriate cases.

Action

5. Chairs and Chief Executives should ensure that:
- the terms of the Direction and Schedule 1 are actioned in their employing authority; and
 - this letter is copied to their Local Partnership Forum for information; and
 - they make their own arrangements for additional copies of this letter which can be viewed at www.show.scot.nhs.uk/sehd/publications.asp

Yours sincerely



SHIRLEY ROGERS
Director of Health Workforce

The Scottish Government
Directorate for Health Workforce
Pay and Terms and Conditions of
Service



NATIONAL HEALTH SERVICE (SCOTLAND)

**EXECUTIVE AND SENIOR MANAGEMENT GRADES (REMUNERATION AND
CONDITIONS OF SERVICE DIRECTION)**

1. Scottish Ministers, in exercise of the powers conferred on them by Section 105(7), paragraph 5 of Schedule 1, paragraph 7 of Schedule 5 and paragraph 6(1) of Schedule 7A to the National Health Service (Scotland) Act 1978 (as amended) hereby give the following Direction.
2. This Direction may be cited as the “Executive and Senior Management Grades (Remuneration and Conditions of Service Direction) 2016”, and is given to NHS Boards, NHS National Services Scotland, the State Hospital Board for Scotland, NHS Health Scotland, Healthcare Improvement Scotland, Scottish Ambulance Service, NHS Education for Scotland, NHS 24 and the National Waiting Times Centre Board, hereinafter referred to as “employing authorities”.
3. Employing authorities should apply the provisions detailed in Schedule 1 to this Direction.



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SCHEDULE 1

EXECUTIVE AND SENIOR MANAGEMENT COHORTS PAY ARRANGEMENTS 2016-17

Pay Ranges

1. The minima and maxima of pay ranges A to I are uplifted by 1%.

The pay ranges for all grades for application from 1 April 2016 are given below:

Pay Ranges Effective from 1 April 2016		
Grade	Pay Range Minima	Pay Range Maxima
A	£44,810	£61,069
B	£51,419	£70,077
C	£59,004	£80,415
D	£66,707	£90,014
E	£76,548	£103,294
F	£86,970	£118,533
G	£99,800	£136,019
H	£114,524	£156,084
I	£131,418	£179,108

Basic Award

2. All staff will receive a basic pay uplift of 1% unless performance is rated as unacceptable in which case no increase is payable.

Consolidated Performance Related Pay

3. Consolidated pay progression within the pay ranges should be applied with effect from 1 April 2016 following application of the basic award in paragraph 2 above.
4. The appropriate consolidated percentage increases for individual employees based on their performance markings for 2015-16 should be applied to their personal salary at 1 April 2016 and added to that salary to give the employee's consolidated personal salary position within the pay range with effect from 1 April 2016 as follows:

Performance-related Pay Progression	2016-17
Unacceptable	0%
Incomplete	1.0%
Fully Acceptable	2.2%
Superior	3.0%
Outstanding	3.0%

5. No employee will receive more than the maximum consolidated salary for his or her pay range.

Staff on Protection

6. Employees on personal protection who are at their maximum personal salary are eligible for a 1% consolidated uplift from 1 April 2016, unless their performance is rated 'unacceptable' in which case no increase is payable.

7. Employees on personal protection who are not at their maximum personal salary should have the value of their maximum personal salary increased by 1% with effect from 1 April 2016 and performance based pay progression should be applied in accordance with paragraph 4 subject to maximum personal salaries not being exceeded