

**HUMAN RESOURCES DIRECTORATE
PAY AND EMPLOYMENT UNIT**

Chief Executive of each HSC Body¹

For information:

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Your Reference: **HSC (AfC)(3) 2010**

4 May 2010

Dear Colleagues

**PAY AND CONDITIONS FOR HSC STAFF COVERED BY THE NHS PAY
SYSTEM: 2010 Pay Award**

Summary

1. Following the NI Assembly's ratification of the 2010 Spending Plans for Northern Ireland Departments the Health Minister has agreed to implement the third year of the multi year agreement for staff covered by the NHS Pay System. This Circular HSS (AfC) (3) 2010 informs HSC employers of changes to these national pay scales that take effect from 1 April 2010. The content of this Circular has also been agreed with locally recognised trade unions.

Rates of pay for 2010/11

2. For HSC staff in Northern Ireland this will mean that from 1 April 2010:
 - the national rates of pay will be uplifted by 2.25%.
 - a flat rate increase of £420 to pay spine points [1-12].
 - an increase of 2.25% to the national recruitment and retention premia payable for qualified maintenance craftsmen and technicians under the terms of Annex R paragraph 13 of the handbook.

¹ HSC Trusts, the Public Health Agency, the Health and Social Care Board, the Business Services Organisation, the Patient and Client Council, the Northern Ireland Blood Transfusion Service Agency, the Northern Ireland Guardian and Litem Agency, the Northern Ireland Practice & Education Council for Nursing, Midwifery & Health Visiting (NIPEC), the Northern Ireland Social Care Council (NISCC), the Health and Social Care Regulation and Quality Improvement Authority and the Northern Ireland Medical and Dental Training Agency (NIMDTA)

- a reduction in the length of band 5 from nine to eight pay points by deleting the middle pay point (pay spine point 20). Re-spreading of the remaining points across the pay band. The incremental date of staff on the removed point will be changed to 1 April. (A technical guidance note is in the NHS Employers' circular attached).
- an increase in the value of pay spine point 23 by an additional 0.33% and some consequential re-spreading of certain pay points in pay band 5 and the first 3 points in pay band 6 as set out in the attached pay scales.
- an increase of 2.25% in the value of cash allowances payable for on-call work.

3. Employers should implement the new rates from 1 April 2010.

Effect of this amendment.

4. The recommended rates from 1 April 2010 have been calculated on the basis of a cumulative uplift using the Agenda for Change pay rates applicable on the 1 October 2004 as the baseline figures to maintain relativity, and may therefore differ slightly from figures calculated by applying the uplift to the figures at 1 April 2009.

The revised national rates made effective by this pay circular replace those notified in HSS (AfC)(1) 2009. A full summary of the changes made effective by this circular to the NHS Terms and Conditions of Service handbook are set out at the Annex to Pay Circular (AforC) 2/2010. A copy of the NHS Terms and Conditions of Service handbook can be downloaded from the NHS Employers website at the following address:

<http://www.nhsemployers.org/pay-conditions/pay-conditions-3828.cfm>.

Enquiries

5. Enquiries about the contents of this Circular should be directed to, Human Resources Directorate, Pay and Employment Unit, Room D1, Castle Buildings, Stormont, Upper Newtownards Road, Belfast BT4 3SJ (telephone 028 90522832), email: p&e@dhsspsni.gov.uk.

6. **Employees should direct personal enquiries to their employer.**

7. Further copies of this Circular can be obtained from the Department's extranet site at <http://extranet.dhsspsni.gov.uk> or the Department's website at <http://www.dhsspsni.gov.uk>

Diane Taylor

DIANE TAYLOR
Director (Acting)

Pay Circular (AforC) 2/2010

Changes to NHS Terms and Conditions of Service Handbook (amendment 17): Pay and conditions for NHS Staff Covered by the Agenda for Change agreement

To: All NHS employers

Summary

This pay circular informs employers of the changes to national pay scales that take effect from 1 April 2010 for staff covered by the Agenda for Change agreement. This follows the decision of the NHS Pay Review Body not to seek a remit to review the pay uplift for 2010/11 set out in the multi year agreement.

Action

Uplifts to national salary scales and allowances

1. The revised national pay scales for 2010/11 set out in this circular apply in full with effect from 1 April 2010.

Uplifts to National pay scales from 1 April 2010

2. This circular provides details of:
 - An increase of 2.25% to the national salary scales from 1 April 2010.
 - A flat rate increase of £420 to pay spine points [1-12]
 - An increase of 2.25% to the national recruitment and retention premia payable for qualified maintenance craftsmen and technicians under the terms of Annex R paragraph 13 of the handbook and healthcare chaplains under paragraph 15.
 - An increase of 2.25% to the minima and maxima value of high cost area supplements from 1 April 2010.
 - Reduction in the length of band 5 from nine to eight pay points by deleting the middle pay point (pay spine point 20). Re-spreading of the remaining points across the pay band. The incremental date of staff on the removed point will be changed to 1 April. A technical guidance note is attached below.
 - An increase in the value of pay spine point 23 by an additional 0.33% and some consequential re-spreading of certain pay points in pay band 5 and the first 3 points in pay band 6 as set out in the attached pay scales in Annex C.

- An increase of 2.25% in the value of cash allowances payable for on-call work

Technical guidance note:

3. The result of removing the existing pay spine point 20 will reduce the number of pay spine points from 55 to 54. This affects the numbering of pay bands 6 to 9 inclusive and pay spine points 20 to 23 in pay band 5.
4. Staff on pay spine point 20 on the 31st March 2010 will move to the new pay spine point 20 on the 1st April 2010 and will have a new incremental date of 1st April 2011. Staff on pay spine point 21 and above on the 31st March 2010 will have their pay spine point re-numbered in accordance with the above paragraph but will retain their existing incremental date where applicable and will progress to the next pay point on their normal incremental date.

Effect of this Amendment

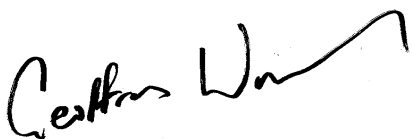
6. The revised national rates made effective by this pay circular replace those notified in Pay Circular (AforC) 1/2009.
7. Details of the changes made effective by this circular are in the Appendix attached.
5. The recommended rates from 1 April 2010 have been calculated on the basis of a cumulative uplift using the Agenda for Change pay rates applicable on the 1 October 2004 as the baseline figures to maintain relativity, and may therefore differ slightly from figures calculated by applying the uplift to the figures at 1 April 2009.

Enquiries

9. Employees must direct personal enquiries to their employer.
10. Employers should direct enquiries to: www.agendaforchange@nhsemployers.org
11. Copies of this circular can be downloaded from: www.nhsemployers.org

12. A copy of the NHS Terms and Conditions of Service Handbook can be downloaded from the NHS Employers website at the following web address:
www.nhsemployers.org/PayAndContracts/AgendaForChange/Pages/Afc-AtAGlanceRP.aspx
13. Prior to the establishment of NHS Employers in November 2004, responsibility to inform the NHS of changes to pay and allowances for staff on Agenda for Change contracts rested with the Department of Health. Changes were published in Advance Letters. Copies of previous Advance Letters going back to 1995 may be obtained from the Department of Health website at the following address:
www.dh.gov.uk/en/Publicationsandstatistics/Lettersandcirculars/Advancedletters/index.htm

Issued by



Geoffrey Winnard
Head of Agenda for Change/Non-Medical Pay
NHS Employers

Annex

Pay circular (AforC) 2/2010

NHS Terms and Conditions of Service Handbook

The changes made effective by this circular are:

- The title page attached to this circular replaces the existing title page in the handbook.
- **Pay rates** effective from 1 April 2009 to 31 March 2010 will move to Annex B and will become Table 12(f). Annex B is a chronological record of pay rates since 1 October 2004. Annex B attached to this circular replaces the existing Annex B in the handbook. **The copy of Annex C (pay rates effective from 1 April 2010) reproduced in this circular replaces Annex C in the handbook.**
- **High cost area payments effective from 1 April 2010: Annex I (Table 19) reproduced in this circular replaces Annex I (Table 19) of the handbook.** High Cost Area payments effective from 1 April 2009 to 31 March 2010 will become Table 18e. Tables 18 to 18e will form a chronological record of High Cost Area payments since 1 October 2004. Tables 18 to 18e in Annex I attached to this circular replaces the existing tables 18 to 18d in Annex I.
- **National recruitment and retention premia effective from 1 April 2010: Annex R in this circular replaces Annex R in the handbook.**

NHS terms and conditions of service handbook

Amendment number 17

Pay Circular (AforC) 2/2010

Annex B

This Annex is an archive of pay bands and pay points in England since 1 October 2004. Current pay bands and pay points are in Annex C.

Scotland, Wales and Northern Ireland

Pay bands and pay points in Scotland can be found at:

www.staffgovernance.scot.nhs.uk

in Wales at:

www.wales.nhs.uk

and in Northern Ireland at:

www.dhsspsni.gov.uk

Annex B

Table 12

Pay bands and pay points on the second pay spine in England at 1 October 2004

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	11 125	11 125*										
2	11 508	11 508	11 668*									
3	11 827	11 827										
4	12 147	12 147	12 147*									
5		12 520										
6		12 802	12 722*									
7		12 266	12 266	12 470*								
8		12 745	12 745									
9		14 278	14 278	14 278*								
10			14 508									
11			15 024	14 811*								
12			15 504	15 504								
13			15 877	15 877	15 877*							
14				16 462	16 516*							
15				17 040	17 040*							
16				17 581								
17				18 114	18 114							
18				18 647	18 647	18 022*						
19					19 180							
20					19 810	19 810*						
21					20 458							
22					21 044	20 778*						
23					21 620	21 620						
24					22 182	22 182	22 057*					
25					22 742	22 742	22 442*					
26						24 101						
27						25 252	24 827*					
28						26 106	26 106					
29						26 058	26 058					
30						27 017	27 017					
31						28 202	28 202					
32							29 155	29 155*				
33							29 114	29 114*				
34							29 170	29 170*				
35							29 208	29 208				
36							29 437	29 437	29 417*			
37								29 802	29 802*			
38								29 187	29 187*			
39								28 786	28 786			
40								29 058	29 058	29 058*		
41									41 082	41 082*		
42									44 226	44 226*		
43									46 671	46 671		
44									47 040	47 040	47 040*	
45									50 080	50 080*		
46									52 425	52 425*		
47									55 041	55 041		
48									57 520	57 520	57 520*	
49								1		59 027	59 027*	
50								2		62 867	62 867*	
51										66 062	66 062	
52								3		69 260	69 260	
53								4			72 584	
54								5			76 068	
55								6			79 720	
56								7			82 546	

*Pay rates in *italic* are special transitional points which apply only during assimilation to the new system. They are shown here for convenience. They are explained more fully in Section 46.

Annex B

Table 12a

Pay bands and pay points on the second pay spine in England from 1 April 2005

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	11 404	11 404*										
2	11 870	11 870	12 044*									
3	12 300	12 300										
4	12 520	12 520	12 520*									
5		12 024										
6		12 300	12 444*									
7		12 604	12 604	12 014*								
8		14 180	14 180									
9		14 720	14 720	14 720*								
10			15 060									
11			15 500	15 280*								
12			16 004	16 004								
13			16 280	16 280	16 280*							
14				16 004	17 040*							
15				17 508	17 508*							
16				18 118								
17				18 608	18 608							
18				19 248	19 248	19 522*						
19					19 708							
20					20 458	20 458*						
21					21 118							
22					21 722	21 448*						
23					22 228	22 228						
24					22 208	22 208	22 768*					
25					24 108	24 108	24 108*					
26						25 188						
27						26 068	25 628*					
28						26 048	26 048					
29						27 828	27 828					
30						28 817	28 817					
31						30 247						
32							21 127	21 127*				
33							22 117	22 117*				
34							22 217	22 217*				
35							24 272	24 272				
36							25 527	25 527	25 527*			
37								26 057	26 057*			
38								28 287	28 287*			
39								40 026	40 026			
40								43 246	43 246	43 246*		
41									43 226	43 226*		
42									45 756	45 756*		
43									48 176	48 176		
44									49 406	49 406	49 406*	
45										51 605	51 605*	
46										54 115	54 115*	
47										57 715	57 715	
48										59 205	59 205	59 205*
49											61 870	61 870*
50											64 804	64 804*
51											68 104	68 104
52											71 404	71 404
53											74 025	74 025
54											78 521	78 521
55											82 201	82 201
56											86 240	86 240

*Pay rates in *italic* are special transitional points which apply only during assimilation to the new system. They are shown here for convenience. They are explained more fully in Section 46.

Annex B

Table 12b
Pay bands and pay points on the second pay spine in England from 1 April 2006

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	11 782											
2	12 177	12 177										
3	12 571	12 571										
4	12 852	12 852	12 852*									
5		12 217										
6		12 612	12 612*									
7		14 027	14 027									
8		14 512	14 512									
9		15 107	15 107	15 107*								
10			15 416									
11			15 807	15 671*								
12			16 405	16 405								
13			16 700	16 700								
14				17 110	17 175*							
15				18 020	18 020*							
16				18 602								
17				19 166	19 166							
18				19 720	19 720							
19					20 294							
20					20 970	20 970*						
21					21 646							
22					22 266	21 985*						
23					22 886	22 886						
24					23 780	23 780						
25					24 802	24 802	24 802*					
26						25 818						
27						26 720	26 260*					
28						27 622	27 622					
29						28 524	28 524					
30						29 528	29 528					
31						31 004	31 004					
32							31 006					
33							32 021	32 021*				
34							34 048	34 048*				
35							35 222	35 222				
36							36 416	36 416				
37								37 881	37 881*			
38								39 246	39 246*			
39								41 028	41 028			
40								42 278	42 278			
41								44 120	44 120*			
42								46 000	46 000*			
43								48 281	48 281			
44								50 722	50 722			
45									52 988	52 988*		
46									55 460	55 460*		
47									58 180	58 180		
48									60 880	60 880		
49								1		62 417	62 417*	
50								2		66 517	66 517*	
51										60 800	60 800	
52								3		72 281	72 281	
53								4			76 708	
54								5			80 485	
55								6			84 240	
56								7			88 207	

*Pay rates in *italic* are special transitional points which apply only during assimilation to the new system. They are shown here for convenience. They are explained more fully in Section 46.

Annex B

Table 12c

Pay bands and pay points on the second pay spine in England from 1 April 2007

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	11 050											
2	12 250	12 250										
3	12 702	12 702										
4	12 915	12 915										
5		12 446										
6		12 817	12 675*									
7		14 217	14 217									
8		14 762	14 762									
9		15 224	15 224									
10			15 678									
11			16 125	15 906*								
12			16 651	16 651								
13			17 051	17 051								
14				17 681								
15				18 210	18 210*							
16				18 881								
17				19 451	19 451							
18				20 026	20 026							
19					20 508							
20					21 285							
21					21 971							
22					22 600	22 315*						
23					22 220	22 220						
24					24 146	24 146						
25					25 175	25 175						
26						26 205						
27						27 120	26 662*					
28						28 026	28 026					
29						28 051	28 051					
30						29 081	29 081					
31						29 460	29 460					
32							22 285					
33							22 415					
34							24 558	24 558*				
35							25 760	25 760				
36							26 062	26 062				
37								28 440				
38								29 027	29 027*			
39								31 651	31 651			
40								32 012	32 012			
41									35 086			
42									37 602	37 602*		
43									50 122	50 122		
44									51 404	51 404		
45										52 782		
46										56 201	56 201*	
47										60 077	60 077	
48										61 702	61 702	
49											64 268	
50											67 515	67 515*
51											70 017	70 017
52											74 281	74 281
53												77 050
54												81 602
55												85 614
56												89 222

*Pay rates in *italic* are special transitional points which apply only during assimilation to the new system. They are shown here for convenience. They are explained more fully in Section 46.

Annex B

Table 12d

Pay bands and pay points on the second pay spine in England from 1 November 2007

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	12 185											
2	12 577	12 577										
3	12 974	12 974										
4	12 373	12 373										
5		12 677										
6		14 073										
7		14 477	14 477									
8		14 875	14 875									
9		15 273	15 273									
10			15 870									
11			16 273									
12			16 873	16 873								
13			17 277	17 277								
14				17 803								
15				18 228								
16				19 105								
17				19 683	19 683							
18				20 261	20 261							
19					20 801							
20					21 404							
21					22 187							
22					22 822							
23					23 458	23 458						
24					24 282	24 282						
25					25 124	25 124						
26						26 464						
27						27 288						
28						28 212	28 212					
29						29 227	29 227					
30						29 277	29 277					
31						29 770	29 770					
32							22 704					
33							22 744					
34							24 800					
35							26 112	26 112				
36							27 226	27 226				
37							28 228	28 228				
38							29 222	29 222				
39								23 064	23 064			
40								23 225	23 225			
41								25 220	25 220			
42								28 022	28 022			
43								29 616	29 616	29 616		
44								29 022	29 022	29 022		
45									29 212	29 212		
46									26 826	26 826		
47									60 660	60 660	60 660	
48									62 402	62 402	62 402	
49										65 022	65 022	
50										68 180	68 180	
51										71 646	71 646	71 646
52										75 114	75 114	75 114
53											78 718	78 718
54											82 402	82 402
55											86 427	86 427
56											90 602	90 602

Annex B

Table 12e

Pay bands and pay points on the second pay spine in England from 1 April 2008

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	12 517											
2	12 022	12 022										
3	12 260	12 260										
4	12 617	12 617										
5		14 022										
6		14 428										
7		14 824	14 824									
8		15 256	15 256									
9		15 650	15 650									
10			16 207									
11			16 781									
12			17 216	17 216								
13			17 722	17 722								
14				18 282								
15				18 828								
16				19 621								
17				20 222	20 222							
18				20 818	20 818							
19					21 272							
20					22 082							
21					22 707							
22					23 450							
23					24 102	24 102						
24					25 024	25 024						
25					26 122	26 122						
26						27 101						
27						28 121						
28						29 001	29 001					
29						29 021	29 021					
30						29 100	29 100					
31						29 622	29 622					
32						29 602						
33						29 672						
34						29 820						
35						29 106	29 106					
36						28 222	28 222					
37							29 806					
38							31 220					
39							32 221	32 221				
40							33 227	33 227				
41								34 782				
42								35 204				
43								35 007	35 007			
44								35 222	35 222			
45								35 806				
46								38 220				
47								62 227	62 227			
48								64 228	64 228			
49									66 700			
50									70 022			
51									72 617	72 617		
52									77 170	77 170		
53										80 882		
54										84 762		
55										88 822		
56										92 008		

Annex B

Table 12F

Pay bands and pay points on the second pay spine in England from 1 April 2009

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	12 222	12 222										
2	12 588	12 588										
3	12 944	12 944										
4		14 250										
5		14 774										
6		15 100	15 100									
7		15 725	15 725									
8		16 222	16 222									
9			16 608									
10			17 184									
11			17 722	17 722								
12			18 157	18 157								
13				18 826								
14				19 405								
15				20 102								
16				20 710	20 710							
17				21 218	21 218							
18					22 152							
19					22 090							
20					22 745							
21					24 022							
22					24 821	24 821						
23					25 820	25 820						
24					26 820	26 820						
25						27 844						
26						28 816						
27						29 780	29 780					
28						29 762	29 762					
29						31 856	31 856					
30						32 426	32 426					
31							34 410					
32							35 504					
33							36 710					
34							37 006	37 006				
35							39 272	39 272				
36								40 852				
37								42 424				
38								44 258	44 258			
39								45 506	45 506			
40									47 005			
41									50 580			
42									52 256	52 256		
43									54 714	54 714		
44									57 146			
45									59 821			
46									62 822	62 822		
47									65 657	65 657		
48										68 202		
49										71 726		
50										75 282	75 282	
51										79 021	79 021	
52											82 824	
53											86 800	
54												90 067
55												95 222

Note: with effect from 1 April 2009 Band 1 will consist of three spine points only. Employees who are on the minimum of Band 1 as at 31 March 2009 will transfer to the new minimum point with effect from 1 April 2009 and their incremental point

will become 1 April 2010. All the pay points have now been renumbered and the total scale is reduced from 56 to 55 points.

Annex C

Table 13

Pay bands and pay points on the second pay spine in England from 1 April 2010

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				Band 9
								Range A	Range B	Range C	Range D	
1	12 652	12 652										
2	14 008	14 008										
3	14 264	14 264										
4		14 770										
5		15 304										
6		15 630	15 630									
7		16 145	16 145									
8		16 752	16 752									
9			17 118									
10			17 604									
11			18 152	18 152								
12			18 577	18 577								
13				19 250								
14				19 822								
15				20 554								
16				21 176	21 176							
17				21 708	21 708							
18					22 662							
19					23 562							
20					24 554							
21					25 472	25 472						
22					26 482	26 482						
23					27 524	27 524						
24						28 470						
25						29 464						
26						30 460	30 460					
27						31 454	31 454					
28						32 572	32 572					
29						34 180	34 180					
30						35 184						
31							36 202					
32							37 545					
33							38 851	38 851				
34							40 157	40 157				
35								41 772				
36								42 288				
37								45 254	45 254			
38								46 621	46 621			
39									48 082			
40									51 718			
41									54 454	54 454		
42									55 045	55 045		
43										58 421		
44										61 167		
45										65 270	65 270	
46										67 124	67 124	
47											69 022	
48											72 251	
49											77 070	77 070
50											80 810	80 810
51												84 688
52												88 752
53												92 914
54												97 178

Note: with effect from 1 April 2010 pay spine point 20 in pay band 5 has been removed. The incremental date of staff on the removed pay spine point (20) will change to 1 April. Staff on pay spine point 20 on 31 March 2010 will move to the new pay spine point 20 on 1 April 2010 and will have a new incremental date of 1 April 2011. Staff on pay spine point 21 and above on 31 March 2010 will have their pay spine point re-numbered but will retain their existing incremental date where applicable and will progress to the next pay spine point on their normal incremental date. Pay spine

point 20 and all the following pay spine points have been renumbered and the total pay spine is reduced from 55 to 54 points.

Annex I

High cost area supplements

Table 18
From 1 October 2004 (See Section 4)

Area	Level (1 October 2004)
Inner London	20% of basic salary, subject to a minimum payment of £3,197 and a maximum payment of £5,328.
Outer London	15% of basic salary, subject to a minimum payment of £2,664 and a maximum payment of £3,729
Fringe	5% of basic salary, subject to a minimum payment of £799 and a maximum payment of £1,385

Table 18a
From 1 April 2005

Area	Level (1 April 2005)
Inner London	20% of basic salary, subject to a minimum payment of £3,300 and a maximum payment of £5,500
Outer London	15% of basic salary, subject to a minimum payment of £2,750 and a maximum payment of £3,850
Fringe	5% of basic salary, subject to a minimum payment of £825 and a maximum payment of £1,430

Table 18b
From 1 April 2006

Area	Level (1 April 2006)
Inner London	20% of basic salary, subject to a minimum payment of £3,383 and a maximum payment of £5,638
Outer London	15% of basic salary, subject to a minimum payment of £2,819 and a maximum payment of £3,946
Fringe	5% of basic salary, subject to a

	minimum payment of £846 and a maximum payment of £1,466
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Table 18c
From 1 April 2007

Area	Level (1 April 2007 and 1 November 2007)
Inner London	20% of basic salary, subject to a: <ul style="list-style-type: none"> • minimum payment of £3,434 from 1 April and £3,468 from 1 November; and a • maximum payment of £5,722 from 1 April and £5,779 from 1 November
Outer London	15% of basic salary, subject to a: <ul style="list-style-type: none"> • minimum payment of £2,861 from 1 April and £2,890 from 1 November; and a • maximum payment of £4,005 from 1 April and £4,045 from 1 November
Fringe	5% of basic salary, subject to a: <ul style="list-style-type: none"> • minimum payment of £859 from 1 April and £867 from 1 November; and a • maximum payment of £1,488 from 1 April and £1,503 from 1 November

Table 18d
From 1 April 2008
Area

Area	Level (1 April 2008)
Inner London	20% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £3,855 and a maximum payment of £5,938 *
Outer London	15% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £3,261 and a maximum payment of £4,156*
Fringe	5% of basic salary, subject to a: Minimum payment of £891 and a maximum payment of £1,544

Table 18e
From 1 April 2009

Area	Level (1 April 2009)
Inner London	20% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £3,947 and a maximum payment of £6,080
Outer London	15% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £3,339 and a maximum payment of £4,256
Fringe	5% of basic salary, subject to a: Minimum payment of £912 and a maximum payment of £1,581

Table 19
From 1 April 2010

Area	Level (1 April 2010)
Inner London	20% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £4,036 and a maximum payment of £6,217
Outer London	15% of basic salary, subject to a: <ul style="list-style-type: none"> • Minimum payment of £3,414 and a maximum payment of £4,351
Fringe	5% of basic salary, subject to a: Minimum payment of £933 and a maximum payment of £1,616

Annex R

Guidance on the application of nationally agreed recruitment and retention premia

1. This note provides initial guidance on setting the levels of long-term recruitment and retention premia which have been agreed in principle at national level under the new NHS pay system.
1. **Background**
2. Recruitment and retention premia are additions to the pay of a post or group of similar posts, where market pressures would otherwise prevent the employer from being able to recruit or retain staff in sufficient numbers, at the normal salary for jobs of that weight. The new system provides for them to be awarded on either a national or local basis. But where it is agreed nationally that a recruitment and retention payment is necessary for a particular group the level of the payment should be specified or, where the underlying problem is considered to vary across the country, guidance should be given to employers on the appropriate level of payment.
3. This guidance therefore covers the award of long-term recruitment and retention premia for staff in the limited number of posts for which the payment of a premium has been pre-agreed. This does not mean that other premia cannot be agreed locally, provided the correct procedure for determining a premium is followed as set out in Annex J, including consultation with staff representatives and other local NHS employers.
2. **Posts to which this guidance applies**
4. The use of job evaluation to ensure fair pay between NHS jobs has revealed a number of jobs with relatively high levels of pay in relation to job weight which appear to reflect past responses to external labour market pressures. In some cases employers have used higher grades than would appear appropriate on the basis of a strict interpretation of grading definitions, in order to recruit or retain staff. In other cases there have been national agreements to improve the pay of particular grades or groups because of concerns about recruitment and retention.
5. Under normal circumstances, when the new pay system is fully operational, evidence would be sought that it is not possible to recruit or retain staff at the normal job-evaluated pay level before agreeing a recruitment and retention premium. However, this process cannot be safely applied to the transitional period in which the new system is being implemented, because data on recruitment at the new pay levels cannot be sought until the new pay rates are in force. That could result in the withdrawal of all past local and national

measures aimed at dealing with recruitment problems for a period of several months and possibly longer, while data on recruitment at the new pay levels was gathered, which could severely disadvantage the NHS in the labour market.

6. The negotiators of Agenda for Change have, therefore, agreed a list of jobs for which there is prima facie evidence from both the work on the job evaluation scheme and consultation with management and staff representatives, that a premium is necessary to ensure the position of the NHS is maintained during the transitional period. The jobs concerned are listed in Table 20, below.

Table 20

Type of post
Chaplains
Clinical coding officers
Cytology screeners
Dental nurses, technicians, therapists and hygienists
Estates officers/works officers
Financial accountants
Invoice clerks
Biomedical scientists
Payroll team leaders
Pharmacists
Qualified maintenance craftspersons
Qualified maintenance technicians
Qualified medical technical officers
Qualified midwives (new entrant)
Qualified perfusionists

7. Under these circumstances, however, it is difficult, and in most cases would be inappropriate, to determine a national rate for the premium. The agreement, therefore, provides in these cases only that the premium must be sufficient to ensure no loss (in line with the principle that the NHS should not be disadvantaged in the labour market during the transitional period) while requiring employers working in partnership with staff representatives to review the evidence available locally. The exception dealt with below is that of staff who require full electrical, plumbing or mechanical crafts qualifications, where there is a high degree of consistency in NHS rates and readily available published market rates, on the basis of which an initial rate for the premium has been set.

8. The following paragraphs provide guidance on how the no loss guarantee should be interpreted, the constraints within the new system on the maximum level of premium which may be paid and specific guidance on some of the groups concerned where additional considerations apply, including the agreed rate in the case of staff who require full electrical, plumbing or mechanical crafts qualifications.
3. **Minimum level of premium**
9. The level of premium payable should be set locally on assimilation in cash terms, at a level at least sufficient to ensure that, at assimilation, an existing member of staff will be no worse off. The level of premium agreed locally should, therefore, be at least sufficient to ensure that the staff in these posts do not require protection under the separate protection arrangements.
10. As set out in paragraph 2 of Section 5, employers may establish different premia for different classes or types of post, provided there is evidence that the recruitment and retention position is different, for example, because they have significantly different job descriptions and are in different pay bands under the new system.
4. **Maximum level of premium**
11. Unless necessary to ensure no loss as described above, no premium may exceed 30 per cent, except as set out below.
12. Premia in excess of 30 per cent may be paid where justified under the criteria in Annex J.
- 4.1 Further guidance on specific cases**
- 4.1.1 **Qualified maintenance crafts persons and qualified maintenance technicians**
13. Given the high degree of consistency in NHS rates and the existence of published market rates, it is appropriate to specify a single level of premium for staff who require full electrical, plumbing or mechanical crafts qualifications of £3,277 a year, from 1 April 2010. Premia should only exceed this rate, or the equivalent rate as uplifted under the provisions below, where that is necessary to ensure no loss under the rules in paragraphs 4 to 7, above.²
14. Premia may also be agreed locally for building crafts, subject to the guidance above on minimum and maximum rates.

Chaplains

² See the question and answer guidance in Annex A2.

15. The agreement instituting the new pay system includes agreement that the chaplains' accommodation allowance should be replaced by a recruitment and retention premium. In the case of chaplains, therefore, any premium agreed, in addition to meeting the normal rules on the minimum level of allowance set out above, must not be less than the level of any accommodation allowance already in payment.

Qualified midwife (new entrant)

16. Premia should be set at the level necessary to ensure that newly qualified midwives in post, on assimilation to pay band 5, suffer no loss under the rules in paragraph 9, above. Trusts should then apply the same premium to other newly qualified midwives in pay band 5, appointed after the effective date for assimilation. No premium should be paid to midwives in more senior jobs at pay band 6 and above on the basis of this guidance. Employers are, however, free (as with all other jobs) to agree local recruitment and retention premia for other midwives locally under the new system, where the criteria are met.

5. Uprating of nationally agreed premia

17. The value of the premium in paragraph 13 is the value effective from 1 April 2010. Any premia paid prior to this date should be uplifted at that date to this amount. Any uprating of premia thereafter will be by either national or local agreement.

5.1 Review of this guidance

18. This initial guidance on the level of nationally agreed recruitment and retention premia has been drafted to allow flexibility for the service during assimilation to the new system, taking account of the fact that the current grading of posts varies widely. Future reviews of the guidance should seek to introduce greater consistency in rates of premium for newly appointed staff, unless variation is justified by the evidence.³

³ See the question and answer guidance in Annex A2.