



Department of
**Health, Social Services
and Public Safety**

An Roinn
**Sláinte, Seirbhísí Sóisialta
agus Sábháilteachta Poiblí**

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**To HSS Board Chief Executives
To HSS Trust Chief Executives**

Copied to HSS Board and Trust Directors of Human Resources and Finance

Dear Colleagues

AGENDA FOR CHANGE – FINAL DOCUMENTATION

I attach for your information two documents that are being issued on behalf of the national NHS Agenda for Change Shadow Executive. These documents are:

- Report on the Review of the Early Implementer Sites Agenda for Change experience
- Final Proposed Agenda for Change agreement (September 2004)

These documents are now being taken to the next meeting of the NHS Staff Council, which is being held on 2nd September 2004, for ratification. No further changes are anticipated however as a result of this process, given that the main NHS Trade Unions have already agreed the content of the above documents.

Work continues to finalise the other documents that will underpin implementation of the new pay system. These are:

- Terms and Conditions Handbook
- Job Evaluation Handbook
- Knowledge and Skills Framework Handbook

These documents will also be made available to you once completed. Once all of the necessary documentation has been finalised, hard-copies will be commissioned and issued to you also.



Downloadable versions of all Agenda for Change documents are available from the DHSS&PS Website at [DHSSPS ONLINE - Human Resources Development - Strategic Change Unit](#). The documents issued today should be available from this source within the next 7 days.

Yours sincerely

DAMIAN McALISTER
Deputy Director of Human Resources