



## SCOTTISH EXECUTIVE

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Health Department  
Human Resources Directorate

Dear Colleague

### **AGENDA FOR CHANGE TERMS AND CONDITIONS OF SERVICE: MATERNITY LEAVE AND PAY**

### **EXECUTIVE MANAGERS' PAY ARRANGEMENTS**

#### **Summary**

1. This circular notifies employers that Section 15 of the Agenda for Change Terms and Conditions of Service Handbook, which applies to Maternity Leave and Pay, should be applied to those staff on the current Executive Managers' pay arrangements and on personal protection to the old General and Senior Managers' pay ranges with effect from 5 December 2004.

#### **Action**

2. Employers are required to:
- put appropriate arrangements in place for the implementation of Section 15 of the Agenda for Change terms and conditions of service with effect from 5 December 2004;
  - alert all employees on the current Executive Managers' pay arrangements, and on personal protection to the old General and Senior Managers' pay ranges, to the terms of Section 15 of the Agenda for Change NHS Terms and Conditions of Service Handbook.

16<sup>th</sup> September 2005

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#### **Addresses**

##### For action

Chairs and Chief Executives of NHS Boards

##### For information

Members of the Scottish Partnership Forum and Local Partnership Forums, HR Forum and SPRIG.

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#### **Enquiries to:**

Bill Welsh  
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## **Enquiries**

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

Yours sincerely

A handwritten signature in cursive script that reads "Michael Palmer".

**Mike Palmer**  
**Assistant Director Workforce and Pay Policy**



## **DIRECTION**

### **NATIONAL HEALTH SERVICE, SCOTLAND APPROVAL OF RENUMERATION AND CONDITIONS OF SERVICE**

Scottish Ministers, in exercise of the powers conferred on them by Regulations 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 (SI 1991 No 537) hereby give NHS Health Boards and Special Health Boards the following direction.

Section 15 of The Agenda for Change NHS Terms and Conditions Handbook should be applied to staff on the current Executive Managers' Pay Arrangements and for those on personal protection to the General and Senior Managers' pay ranges, with effect from 5 December 2004.

*Michael Palmer*

**Mike Palmer**  
Assistant Director  
Workforce and Pay Policy

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14 September 2005