



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DG

Dear Colleague

PAY AND CONDITIONS OF SERVICE: GENERAL
AND SENIOR MANAGERS

Summary

1. This letter announces new rates of pay from 1 September 1992 for general and senior managers. It also clarifies the guidance in SHHD/DGM(1991)102 on the payment of performance-related pay to retiring managers and on annual leave for senior managers.

Action

2. The ranges of pay set out in Tables A and B of the Schedule to the General Managers (Remuneration and Conditions of Service) Direction 1991 attached to SHHD/DGM(1991)102 for Health Board general and unit general managers are replaced by those given in Tables A and B of the Schedule to the General Managers (Remuneration and Conditions of Service) Direction 1992 attached to this letter. The pay of general managers currently in post, including PRP increases payable from 1 September 1992, should be increased by 3.9% except for those whose performance in 1991-92 was ranked in Band 5.

3. The spine points for senior managers set out in the Schedule to the Senior Managers (Remuneration and Conditions of Service) Direction 1991 attached to SHHD/DGM(1991)102 are replaced by those given in the Schedule to the Senior Managers (Remuneration and Conditions of Service) Direction 1992 attached to this letter. The pay of senior managers in post, including PRP increases payable from 1 September 1992, should be increased by 3.9% except for those whose performance in 1991/92 was ranked in Band 5.

Retiring Managers

4. The Directions dated 20 December 1991 attached to Circular SHHD/DGM(1991)102 gave employing authorities discretion to pay a manager, on his or her retirement, a non-superannuable lump sum on account of performance pay which would otherwise have been paid for the last year of that manager's service.

20 November 1992

Addressees

For action:

General Managers,
Health Boards

General Manager,
Common Services Agency

General Manager, State
Hospital

General Manager,
Health Education Board
for Scotland

For information:

Chief Executives and
Chief Executive
Designate, NHS Trusts
To be copied to Unit
General Managers for
action.

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Our Ref: WCS/1/1

5. Any discretionary payment is conditional on performance having been properly assessed under the PRP process and may not exceed the normal percentage limit for the banding awarded.

6. This means that the maximum available for payment to a retiring senior manager is 6% of flat rate salary (whether or not he or she has reached the maximum of flat rate salary plus 20% PRP). A general manager could be paid a maximum of 8% of his or her final salary.

Annual Leave for Senior Managers

7. Paragraph 7 of the Senior Managers (Remuneration and Conditions of Service) Direction 1991 dated 20 December 1991 attached to SHHD/DGM(1991)102 provided for senior managers a minimum of 25 days annual leave rising to 30 days after 10 years service. Employing authorities were also given the discretion to determine annual leave entitlement between appointment and 10 years total service at any level between the minimum (25 days) and maximum (30 days).

8. This letter should be copied to Unit General Managers for action as required.

Yours sincerely
A J Matheson

A J MATHESON
Director of Manpower

SCHEDULE

REVISED PAY SPINE FOR SENIOR MANAGERS EFFECTIVE FROM
1 SEPTEMBER 1992: POSTS ELIGIBLE FOR INCLUSION IN
SHHD/DGM(1987)72 AND SHHD/DGM(1989)17

<u>Spine Point</u>	<u>Flat rate salary</u> £
30	14,940
29	15,540
28	16,160
27	16,810
26	17,480
25	18,180
24	18,910
23	19,660
22	20,450
21	21,270
20	22,120
19	23,000
18	23,920
17	24,870
16	25,870
15	26,910
14	27,980
13	29,100
12	30,270
11	31,480
10	32,740
9	34,050
8	35,410
7	36,820
6	38,300
5	39,820
4	41,420
3	43,080
2	44,800
1	46,600

SCHEDULE
TABLES OF REMUNERATION

TABLE A

HEALTH BOARD GENERAL MANAGERS
PAY RANGES EFFECTIVE FROM 1 SEPTEMBER 1992

<u>Health Board</u>	<u>Range</u>
Argyll and Clyde	£51,390-£66,800
Ayrshire and Arran	£50,180-£65,240
Borders	£47,090-£61,200
CSA	£50,180-£65,240
Dumfries and Galloway	£47,090-£61,200
Fife	£50,180-£65,240
Forth Valley	£50,180-£65,240
Grampian	£51,980-£67,580
Greater Glasgow	£59,150-£76,900
Highland	£50,180-£65,240
Lanarkshire	£51,390-£66,800
Lothian	£56,470-£73,410
Orkney	£37,050-£48,160
Shetland	£37,050-£48,160
Tayside	£51,980-£67,580
Western Isles	£37,050-£48,160
Health Education Board for Scotland	£47,090-£61,200

TABLE B

UNIT GENERAL MANAGERS
PAY RANGES EFFECTIVE FROM 1 SEPTEMBER 1992

<u>Group</u>	<u>Range</u>
UGM1	£41,830-£60,650
UGM2	£36,750-£53,180
UGM3	£33,160-£48,110
UGM4	£28,690-£41,530