



22 December 1995

Dear Colleague

WHOLE-TIME HOSPITAL CHAPLAINS AND WHOLE-TIME CHAPLAINS' ASSISTANTS

- I. INCREASES TO NATIONAL SALARY SCALES**
- II. NEW SALARY SCALES FOR STAFF NOT EMPLOYED IN NHS TRUSTS**
- III. STAFF IN NHS TRUSTS - FURTHER LOCAL INCREASES**
- IV. NATIONAL FRAMEWORK: FUTURE UPDATING**
- V. INCREASES TO LONDON ALLOWANCES**

Summary

1. Hospital Chaplains in Scotland are employed by the religious organisations to which they belong and provide their services under arrangements agreed between these organisations and Health Boards and NHS Trusts. However, it has been the convention that their remuneration and conditions of service are based on those authorised for chaplains in England and Wales.

The new arrangements set out in this letter and its Appendices provide for increases in salary scales and London Allowances for further local payments to staff to be agreed with employers, and a framework for uprating the national rates in the light of local payments. The details of the agreement are as follows:

I. INCREASES TO NATIONAL SCALES

- an increase of 1% to the national salary scales with effect from 1 April 1995;

Addressees

For information:
General Managers,
Health boards

General Manager,
Common Services Agency

General Manager,
State Hospital

General Manager,
Health Education Board
for Scotland

Chief Executives,
NHS Trusts

To be copied to Unit
General Managers for
action

Enquiries to:

Mr P McDade
or
Ms L Ford
Directorate of
Manpower
The Scottish Office
Department of Health
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II. NEW SALARY SCALES FOR STAFF NOT EMPLOYED IN NHS TRUSTS

- introduction of a new salary scale for staff not employed in NHS Trusts, the new scales representing a 2.5% increase on the 1994 national scales, together with scope for reaching agreements on further local payments;

III. STAFF IN NHS TRUSTS: FURTHER LOCAL INCREASES

- local agreements to be reached on further increases to the national rates - resulting agreements to be effective from 1 April 1995;

IV. NATIONAL FRAMEWORK: FUTURE UPDATING

- introduction of a new national framework, subject to review after 2-3 years, for the annual updating of the national rates in the light of local payments;

V. INCREASES TO LONDON ALLOWANCES

- an increase of 3% to the rates of London allowances with effect from 1 April 1995

Accommodation Allowance and Regional Secure Unit Allowance

2. The accommodation allowance and the regional secure unit allowance were not increased in these agreements. Any changes to these rates are matters for local agreements.

Other Matters

3. Negotiations on the introduction of provisions in the national agreements for conditions of service to be varied locally are on a slower track and are, therefore, not part of the settlement for 1995-96.

4. From 1 April 1996 pay for non-Trust staff will be subject to the framework arrangements described above, with the question of further national settlements kept under review.

5. Chaplains should direct enquiries about the contents of this letter to their church authorities.

Yours sincerely

MR Sibbald

MR SIBBALD
Director of Human Resources

NATIONAL SALARY SCALES

APPENDIX A

SALARY SCALES EFFECTIVE FROM 1 APRIL 1995 FOR STAFF ON NATIONAL RATES EMPLOYED IN NHS TRUSTS - against which local agreements would be reached on further local payments.

THE NATIONAL SALARY SCALES

EFFECTIVE FROM 1 APRIL 1995 FOR STAFF ON NATIONAL RATES
EMPLOYED IN NHS TRUSTS - against which local agreements would
be reached on further local payments.

WHOLE TIME HOSPITAL CHAPLAINS AND WHOLE TIME HOSPITAL
CHAPLAINS' ASSISTANTS

Payscale	Pay Point on Common Spine	Salary Scales wef 1 April 1994	Salary Scales wef 1 April 1995
Whole-time hospital chaplains' assistant		£pa	£pa
	19	12661	12788
	20	13167	13299
	21	13693	13830
	22	*14242	*14384
	23	**14812	**14960
Whole-time hospital chaplain	28	18019	18199
	29	18740	18927
	30	19489	19684
	31	*20270	*20473
	32	**21079	**21290

Pay points and codes marked * are for use only when paycales
have been advanced in accordance with Appendix B of SHHD/DGM(1991)70

SALARY SCALES FOR STAFF NOT EMPLOYED BY TRUSTS

APPENDIX B

SALARY SCALES EFFECTIVE FROM 1 APRIL 1995 FOR STAFF NOT
EMPLOYED IN NHS TRUSTS - against which local agreements would
be reached on further local payments.

SALARY SCALES FOR STAFF NOT EMPLOYED BY TRUSTS

EFFECTIVE FROM 1 APRIL 1995 FOR STAFF NOT EMPLOYED IN NHS TRUSTS - against which local agreements would be reached on further local payments.

WHOLE TIME HOSPITAL CHAPLAINS AND WHOLE TIME HOSPITAL CHAPLAINS' ASSISTANTS - SALARIES

Payscale	Pay Point on Common Spine	Salary Scales wef 1 April 1994	Salary Scales wef 1 April 1995
Whole-time hospital chaplains' assistant		£pa	£pa
	19	12661	12978
	20	13167	13496
	21	13693	14035
	22	*14242	*14598
	23	**14812	**15182
Whole-time hospital chaplain	28	18019	18469
	29	18740	19209
	30	19489	19976
	31	*20270	*20777
	32	**21079	**21606

Pay points and codes marked * are for use only when paycales have been advanced in accordance with Appendix E of SHHD/DGM(1991)70

APPENDIX C

LONDON ALLOWANCES - EFFECTIVE 1 APRIL 1995

Zone	£pa
Inner London	2059
Outer London	1225
Extra-territorially managed	688
Fringe	194

Details of each zone and the provisions governing the payment of these allowances are set out in Section 56 of the General Whitley Council Handbook.

APPENDIX D

NATIONAL FRAMEWORK FOR UPDATING OF NATIONAL SCALES IN LIGHT OF LOCAL PAY DEVELOPMENTS

1. From 1 April 1995 the national salary scales (Appendix A) and salary scales for non-trust staff (Appendix B) have been set in a way which recognises the provisions in these agreements for further local payments. The following paragraphs set out the arrangements for local payments and for updating of the national rates in the light of local pay developments.
2. The move to local pay for whole time hospital chaplains and whole time hospital chaplains' assistants presently on "national" terms and conditions will be within a national framework whereby national salary scales will be updated annually - to reflect local developments and to provide reference points for future development. Outline arrangements and associated timetable are as follows:
 - a) the Scientific and Professional Staffs Whitley Council provides the machinery by which local pay is developed within a national framework;
 - b) the national salary scales effective from 1 April 1995 and the present rates of allowances form the initial base against which further increases resulting from local negotiations will be monitored;
 - c) information will be collected, in respect of whole time hospital chaplains and whole time hospital chaplains' assistants subject to national terms, on the levels of settlements reached locally - the accuracy of the information being subject to agreement locally before being provided; precise details of information to be collected will be for agreement nationally in the Scientific and Professional Staffs Whitley Council and the results will be shared between the two Sides; information will also be collected about the numbers of staff employed exclusively on local terms and conditions; in subsequent years this process will take place from April and normally be concluded by August;
 - d) from this information the Scientific and Professional Staffs Whitley Council will - in respect of whole time hospital chaplains and assistants - establish the range of levels of increases and having regard to certain guiding principles and parameters contained in Annex 1 reach agreement on the levels of increases to be consolidated in the future national agreements; in subsequent years this will take place in August/September.

**NATIONAL FRAMEWORK FOR LOCAL DETERMINATION OF PAY FOR WHOLE
TIME HOSPITAL CHAPLAINS AND WHOLE TIME CHAPLAINS' ASSISTANTS**

GUIDING PRINCIPLES AND PARAMETERS

1. It is intended to provide on a continuing basis national pay scales applicable to staff whose pay continues to be linked to the national Whitley provisions. The level of such scales will be agreed in the light of the outcome of both national settlements and local pay negotiations in the relevant year.
2. To be credible and relevant the resultant scales must reflect the outcome of local pay negotiations. It will be inappropriate for national scales to reflect the extremes of local practice. Therefore, in determining increases both Sides shall have regard to the range and distribution of local settlements and should agree a figure which best accords with local practice.

NATIONAL FRAMEWORK FOR DETERMINATION OF PAY FOR WHOLE TIME
HOSPITAL CHAPLAINS AND WHOLE TIME CHAPLAINS ASSISTANTS

RECOGNITION

In order to implement the agreed framework and demonstrate fairness, appropriate representatives of local staff organisations should be recognised for the purpose of negotiations on pay and conditions of service relevant to them.