

The Scottish Government
Health Workforce Directorate
Employment and Retention Division



Dear Colleague

MILEAGE ALLOWANCES (MOTOR CYCLES)

Summary

1. This circular follows on from [PCS\(AFC\)2008/5](#) which informed NHSScotland employers of agreed changes to the rates of mileage allowances as contained in Annex L of the Agenda for Change terms and conditions of service handbook. This specifically informs NHSScotland employers of further changes to Annex L in respect of staff using motor cycles at work.

2. The new rates of allowances are effective from 1 July 2008 and should be paid from that date. The rates are applicable to the following staff where they are required to use their own vehicle for NHS business and receive the allowances set out in Section 17 and Annex L of the handbook:

- Staff who are covered by Agenda for Change terms and conditions;
- Staff who are covered by Agenda for Change terms and conditions but are yet to assimilate to the new pay bands; and
- The Executive and Senior Management cohorts.

3. Attached to this circular is an Appendix listing the changes to the Agenda for Change Terms and Conditions flowing from this agreement. A revised section containing these amendments is also attached for ease of reference.

Cabinet Secretary Approval

4. Employers should implement this agreement, which has been approved by Scottish Ministers under Regulation 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 (S.I. 1991 No.537). A copy of the formal approval is attached.

25 July 2008

Addresses

For action

Chairs, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)
Chief Executives, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)
Directors of Finance, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)
Directors of Human Resources, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)

For information

Members, Scottish Partnership Forum
Members, Scottish Terms and Conditions Committee
Members, Scottish Workforce and Governance Group

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Action

5. NHS Boards, Special Health Boards and NHS National Services Scotland should ensure that this circular is implemented from 1 July 2008.
6. Employers are asked to make their own arrangements for additional copies of this letter which can be viewed at www.show.scot.nhs.uk/sehd/publications.asp.

Yours sincerely

COLIN MCGOWAN
Acting Deputy Director for Health Workforce
Employment and Retention

The Scottish Government
Health Workforce Directorate
Employment and Retention Division



**NATIONAL HEALTH SERVICE
APPROVAL OF REMUNERATION AND CONDITIONS OF SERVICE**

In accordance with regulations 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 (S.I. 1991/537) the remuneration and conditions of service set out in the attached Scottish Government Health Workforce Directorate circular of 25 July 2008 – PCS(AFC)2008/8 – in respect mileage allowances for staff using motor cycles at work are hereby approved for the purposes of the said Regulations.

The approval has effect from 1st July 2008.

COLIN MCGOWAN

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Scottish Government
Health Directorates
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25 July 2008

Appendix

Changes to the Agenda for Change NHS Terms and Conditions of Service Handbook

1. The Changes made effective by this circular are:

Annex L: Mileage allowances

2. In Annex L the changes are:

Standard rates

Motor cycles

In line 3 the value 16.2p is deleted and replaced by **17.8p**

In line 3 the value 25.3p is deleted and replaced by **27.8p**.

In line 5 the value 6.1p is deleted and replaced by **6.7p**.

In line 5 the value 9.0p is deleted and replaced by **9.9p**.

ANNEX L**MILEAGE ALLOWANCES****1. Public transport rate**

24p per mile

2. Regular user allowance

Cars:

Engine capacity:	Up to 1000cc	1001 to 1500cc	Over 1500cc
Lump sum	£508	£626	£760
Up to 9000 miles	29.7p	36.9p	44.0p
Thereafter	17.8p	20.1p	22.6p

3. Standard rates

a. Cars:

Engine capacity:-	Up to 1000cc	1001 to 1500cc	Over 1500cc
Up to 3,500 miles	37.4p	47.3p	58.3p
Thereafter	17.8p	20.1p	22.6p

b. Motor cycles:

Engine capacity:	125 cc or less	Over 125cc
Up to 5,000 Miles	17.8p	27.8p
Over 5,000 miles	6.7p	9.9p

c. Pedal cycles: For local agreement, subject to a minimum of 10p per mile.

4. Passenger allowances: Each passenger 5p per mile.

As amended by PCS(AFC)2008/8