

## **Freedom of Information Request**

### **1) Can you confirm if the Trust operates an “*Out Of Hours*” Communications/Media response service?**

Yes, the Trust provides a 24/7, 365 days a year communications/media response service, which includes full Out of Hours provision

### **2) If yes, when was this service first initiated?**

This information is not recorded by the Trust.

### **3) Can you provide me with a definitive list of the activities for which payments are administered under the scope of “*Out of Hours*” Communications provision within the Trust?**

- Press and Media - receipt of queries and response
- Public Affairs – elected representatives – receipt of queries and response
- Communications response to Director on-call or out of hours requirements of Directorates and Divisions
- Liaison/Response as required with/to other agencies
- Social media posting as required e.g. hospital/ED pressures
- Response to major incidents – although rare, these can obviously be called at any time, day or night and the requirements in terms of communications support will vary, depending on the nature and scale of the incident

## **Service**

### **4) Can you provide me with an itemised list of rates of pay for these activities and/or established hourly rates, including evenings, weekends and holidays?**

Trust staff are remunerated in line with Agenda for Change Terms and Conditions of Service. The attached 2020/21 Circular sets out the annual salary per pay band.

Unsocial hours payments are set out in the table below:

Pay Band	All time Saturday (midnight to midnight) and any week day after 8pm and before 6am	All time on Sundays and Public Holidays (midnight to midnight)
1	Time plus 47%	Time plus 94%
2	Time plus 41%	Time plus 83%
3	Time plus 35%	Time plus 69%
4-9	Time plus 30%	Time plus 60%

5) From the date the Trust first became operational, or April 1<sup>st</sup> 2007, whichever is the earlier, can you provide (broken down per financial year) the total expenditure paid by the Trust in relation to “*Out Of Hours*” Communications services?

**Response:**

	21-22 (3mths cost)	20-21	19-20	18-19	17-18	16-17	15-16
Costs	4,607	19,456	14,658	13,646	25,362	12,086	15,338

6) From the date the Trust first became operational, or April 1<sup>st</sup> 2007, whichever is the earlier, can you provide (broken down per financial year) how many Trust Employees were in receipt of payments in relation to “*Out of Hours*” Communications provision?

**Response:**

	21-22 (3mths cost)	20-21	19-20	18-19	17-18	16-17	15-16
Trust Employees	5	5	5	4	7	6	6

The 2021/22 information pertains to the period April-June 2021.

Information is provided from 2015/16. This is in line with Department of Health’s retention policy on financial information. Information prior to this date is no longer available.

## WORKFORCE POLICY DIRECTORATE



### Chief Executives of HSC Bodies<sup>1</sup>;

For information:

**Director of Finance and  
Director of Human Resources of each  
body**

Castle Buildings  
Stormont Estate  
BELFAST BT4 3SQ  
Tel: 028 9052 2388  
Email:  
[andrew.dawson@health-ni.gov.uk](mailto:andrew.dawson@health-ni.gov.uk)  
Reference: HSC (AfC) (2) 2020

Date: 24 April 2020

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Dear Colleagues

### **AGENDA FOR CHANGE PAY ARRANGEMENTS 2020/21**

This pay circular informs HSC employers of the 2020/21 pay arrangements for staff covered by the Agenda for Change (AfC) terms and conditions of service.

#### **Pay arrangements effective from 1 April 2020**

The revised pay scales for 2020/21 set out in this circular will apply in full from 1 April 2020. These include:

- a new minimum of £18,005 for Band 1 and Band 2 (pay points 1 and 2) representing a 2% uplift;
- a 1.67% uplift for staff at the top of Bands 2 – 8B and 1.47% for the top of Band 8C;

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<sup>1</sup> The Health and Social Care Board, Health and Social Care Trusts (including the Northern Ireland Ambulance Service), the Public Health Agency, the Business Services Organisation, the Northern Ireland Blood Transfusion Service Agency, the Northern Ireland Guardian ad Litem Agency, the Northern Ireland Practice & Education Council for Nursing, Midwifery & Health Visiting (NIPEC), the Northern Ireland Social Care Council (NISCC), the Patient & Client Council (PCC), the Northern Ireland Regulation and Quality Improvement Authority (RQIA) and the Northern Ireland Medical and Dental Training Agency (NIMDTA).

- uplifts to the tops of Bands 8D and 9 will be capped at the level of the **increase** for the top of Band 8C; and
- a one-off consolidated payment for those employed on Bands 8 to 9 (pay points 4 and 5).

The provisions for incremental pay progression continue to apply where eligible.

### **HSC On-Call Availability Allowance – 3% uplift from 1 April 2020**

In accordance with paragraph 16 of Circular HSC (JNF) (8) 2011, the On-Call Availability Allowance has been reviewed in line with the 2020/21 pay award.

HSC Staff in Northern Ireland on AfC terms and conditions of service who provide On-Call cover and who satisfy the conditions for the Availability Allowance will receive a 3% pay uplift on the current allowance which will increase from £24.89 to £25.64 from 1 April 2020.

### **HSC On-Call Sleeping In Allowance – 3% uplift from 1 April 2020**

In accordance with paragraph 24 of Circular HSC (JNF) (8) 2011, the On-Call Sleeping In Allowance has been reviewed in line with the 2020/21 pay award.

HSC staff in Northern Ireland on AfC terms and conditions of service who provide On-Call cover and who satisfy the conditions for the Sleeping In Allowance will receive a 3% pay uplift on the current allowance which will increase from £32.47 to £33.41 from 1 April 2020.

### **Unsocial Hours Payments**

In line with the restoration of pay parity, with England and Wales, unsocial hours payments effective from 1 April 2020 will be made in accordance with Section 2 (*Maintaining round the clock services (England)*) of the NHS Terms and Conditions of Service Handbook. The rates are set out in the table below:

Pay Band	All time Saturday (midnight to midnight) and any week day after 8pm and before 6am	All time on Sundays and Public Holidays (midnight to midnight)
1	Time plus 47%	Time plus 94%
2	Time plus 41%	Time plus 83%
3	Time plus 35%	Time plus 69%
4-9	Time plus 30%	Time plus 60%

## **Enquiries**

Employees should direct personal enquiries to their employer.

Employers should direct enquiries about the contents of this circular to, Workforce Policy Directorate, Room D1, Castle Buildings, Stormont, Upper Newtownards Road, Belfast BT4 3SJ (telephone: 028 90 528321 or email: [p&e@health-ni.gov.uk](mailto:p&e@health-ni.gov.uk))

## **Further Copies**

Copies of this Circular can be obtained from the Department's website at: [Workforce Policy Guidance](#)

A copy of the NHS Terms and Conditions of Service Handbook can be downloaded from the NHS Employers website at: <https://www.nhsemployers.org/your-workforce/pay-and-reward/agenda-for-change/nhs-terms-and-conditions-of-service-handbook>

A handwritten signature in black ink, appearing to read 'Andrew Dawson', is placed on a light grey rectangular background.

**ANDREW DAWSON**  
Director, Workforce Policy

## Agenda for Change

### Pay Bands and Pay Points for HSC Staff from 1 April 2020

Band	Pay Point (under old system)	Years of Experience	2020/21 pay values	One-off additional consolidated award 2020/21
Band 1	1-3	all	£18,005	
Band 2	1	<1	£18,005	
	2	1-2	£18,005	
	3	2-3	£19,337	
	4	3-4	£19,337	
	5	4-5	£19,337	
	6	5-6	£19,337	
	7	6+	£19,337	
	8			
Band 3	1	<1	£19,737	
	2	1-2	£19,737	
	3	2-3	£21,142	
	4	3-4	£21,142	
	5	4-5	£21,142	
	6	5-6	£21,142	
	7	6+	£21,142	
Band 4	1	<1	£21,892	
	2	1-2	£21,892	
	3	2-3	£21,892	
	4	3-4	£24,157	
	5	4-5	£24,157	
	6	5-6	£24,157	
	7	6+	£24,157	
Band 5	1	<1	£24,907	
	2	1-2	£24,907	
	3	2-3	£26,970	
	4	3-4	£26,970	
	5	4-5	£27,416*	
	6	5-6	£27,416*	
	7	6-7	£30,615	
	8	7+	£30,615	
Band 6	1	<1	£31,365	
	2	1-2	£31,365	
	3	2-3	£33,176	
	4	3-4	£33,176	
	5	4-5	£33,176	
	6	5-6	£33,779*	
	7	6-7	£33,779*	
	8	7-8	£37,890	
	9	8+	£37,890	

\*Transitional points, effective only in 2020/21. These will be removed on 1st April 2021. Staff in these points will immediately move to the next pay point up on 1st April 2021.

Band	Pay Point (under old system)	Years of Experience	2020/21 pay values	One-off additional consolidated award 2020/21
Band 7	1	<1	£38,890	
	2	1-2	£38,890	
	3	2-3	£40,894	
	4	3-4	£40,894	
	5	4-5	£40,894	
	6	5-6	£41,723*	
	7	6-7	£41,723*	
	8	7-8	£44,503	
	9	8+	£44,503	
Band 8a	1	<1	£45,753	
	2	1-2	£45,753	
	3	2-3	£45,753	
	4	3-4	£45,753	£765
	5	4-5	£45,753	£2,766
	6	5+	£51,668	
Band 8b	1	<1	£53,168	
	2	1-2	£53,168	
	3	2-3	£53,168	
	4	3-4	£53,168	£2,282
	5	4-5	£53,168	£5,215
	6	5+	£62,001	
Band 8c	1	<1	£63,751	
	2	1-2	£63,751	
	3	2-3	£63,751	
	4	3-4	£63,751	£1,180
	5	4-5	£63,751	£5,534
	6	5+	£73,664	
Band 8d	1	<1	£75,914	
	2	1-2	£75,914	
	3	2-3	£75,914	
	4	3-4	£75,914	£1,949
	5	4-5	£75,914	£5,907
	6	5+	£87,754	
Band 9	1	<1	£91,004	
	2	1-2	£91,004	
	3	2-3	£91,004	
	4	3-4	£91,004	£3,209
	5	4-5	£91,004	£7,732
	6	5+	£104,927	

\*Transitional points, effective only in 2020/21. These will be removed on 1st April 2021. Staff in these points will immediately move to the next pay point up on 1st April 2021.