



MEDIUM SECURE SUPPLEMENT

1. Following the introduction of Agenda for Change in 2004, a Recruitment and Retention Premium (RRP) was agreed for staff working within NHS Scotland's Medium Secure facilities.
2. The RRP has been renewed periodically ever since but the question of whether an RRP is the most appropriate way of recognising the unique challenges presented by this environment has now been considered by a Working Group convened by the Scottish Terms and Conditions Committee (STAC).
3. The Working Group's conclusion, approved by STAC, is that a new supplement should be put in place for staff working within a Medium Secure environment in NHS Scotland.
4. The supplement will replace the current RRP from 1 April 2023 meaning Boards with Medium Secure facilities will no longer be required to apply to have their payments renewed. The supplement will have the same qualifying criteria as the current RRP and be of the same value. Annex A sets out these parameters in full.

Action

5. NHS Boards with Medium Secure facilities should take note of these new provisions.

Yours sincerely

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NHS SCOTLAND – MEDIUM SECURE SUPPLEMENT

In recognition of the unique challenges of working in the Medium Secure environment, the Scottish Terms and Conditions Committee has agreed that a Scotland wide Medium Secure Supplement will be put in place to replace the RRP which previously covered NHS Scotland's Medium Secure facilities.

The new supplement will be payable from 1 April 2023 and will be set at £2,092¹ per annum, subject to the criteria set out below. The supplement will be pro-rata for part-time staff. It will be updated each year in line with the headline pay award for Agenda for Change staff.

Eligibility

The supplement will be payable to the same staff who previously received the RRP. For the avoidance of doubt, this means those who work directly with the patient group treated under Medium Secure conditions, usually requiring controlled access through airport style security.

Staff will be eligible for the full supplement provided they work 50% or more of their contracted hours within the Medium Secure environment. Staff who work less than 50% of their contracted hours in the Medium Secure environment will receive payment in proportion to the number of hours they work in the Medium Secure environment, as illustrated below.

Examples of Payment Under Different Working Patterns

- Someone working full time (37.5 hours) and more than 50% of that time in the Medium Secure environment will get paid the full supplement – £2,092².
- Someone working part time (20 hours) and more than 50% of that time in the Medium Secure environment will get paid on the following basis – $£2,092 \times 20 / 37.5 = £1115.73$.
- Someone working full time, but less than 50% of that (14 hours) in the Medium Secure environment will get – $£2,092 \times 14/37.5 = £781.01$.
- Someone working part time (20 hours) and less than 50% of that time (8 hours) in the Medium Secure Unit will get – $£2,092 \times 8/37.5 = £446.29$.

¹ To ensure continuity with the previous RRP payment, the value of the agreed supplement will be rolled forward from the 2022-23 RRP rate, meaning the actual payment will be £2,092.222. For simplicity sake, the rounded figure has been used here, but Payroll Departments will use the full figure in order to ensure than no one loses out as a result of the transition.

² The 1 April 2023 supplement rate is used throughout this document for illustrative purposes. In future years, the calculations described should be based on the rates in force that year.

Variable Working Patterns

Where the amount of time staff spend within the Medium Secure environment varies from week to week then an agreed reference period should be used to determine the payment due under the eligibility criteria set out above.

Ad-hoc Shifts

Where staff are working in the Medium Secure environment on a short term or ad-hoc basis, the following formula should be used:

- Hourly rate for supplement ($\text{£}2,092 \times 7 / 365 = \text{£}40.1205 / 37.5$) = $\text{£}1.0699$ flat rate allowance per hour, non enhanceable.

Example:

- $\text{£}1.0699 \times \text{shift (12 hours)} = \text{£}12.84$.

A payment of $\text{£}12.84$ would be applied if a 12 hour shift was worked. This payment would not be linked to staff's hourly rate or any shift enhancements.

Bank Workers

Bank workers should be paid on the same basis as that set out above for ad-hoc shifts.