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To: All NHS Scotland Board Chief Executives and  
Employee Directors

Copied to: All NHS Scotland Directors of Finance  
and Human Resources

27 March 2020

Dear Colleague

## **OVERTIME FOR EXECUTIVE AND SENIOR MANAGER STAFF DURING CORONAVIRUS (COVID 19) OUTBREAK**

The Scottish Government recently suspended the prohibition on overtime for Agenda for Change staff in bands 8 and 9 in recognition of the role they are likely to play assisting NHS Scotland in dealing with Coronavirus (COVID 19).

We also recognise the added pressure Coronavirus will put on staff in the Executive and Senior Manager (ESM) cohorts who will be working alongside Agenda for Change colleagues on comparable levels of pay. For that reason, we are also suspending the prohibition on overtime for staff in the ESM cohorts up to Director level. ESM staff up to Director level will therefore be able to receive overtime, at Agenda for Change rates and at the discretion of the employer, where this is deemed helpful for the provision of clinical or other services necessary to the continued operation of NHS Scotland.

Where a Board deems it desirable for the reasons outlined above to pay overtime to staff at Director level and above, this needs to be signed off by the Remuneration Committee who will be expected to scrutinise such proposals on a case by case basis.

Yours sincerely



Stephen Lea-Ross



## **DIRECTION VARYING APPROVED REMUNERATION AND CONDITIONS OF SERVICE**

1. Scottish Ministers, in exercise of the powers conferred on them by Section 105(7) of and paragraph 5 of Schedule 1 to the National Health Service (Scotland) Act 1978, hereby give all NHS Boards and Special Health Boards, NHS National Services Scotland (Common Services Agency), and Healthcare Improvement Scotland the following Direction.
2. The remuneration and conditions of service agreed for Executive and Senior Manager cohorts in NHS Scotland and approved by Scottish Ministers, may be varied in accordance with, paragraph 3 and 4 of this Direction.
3. This Direction enables all NHS Boards and Special Health Boards, NHS National Services Scotland (Common Services Agency), and Healthcare Improvement Scotland to offer overtime at the standard rate specified in paragraph 3.1 of the Agenda for Change Handbook (time and a half or double time on general public holidays) to staff in the Executive and Senior Manager cohorts up to Director level.
4. For Director level and above staff, overtime can be offered where this is felt appropriate and with the approval of the Remuneration Committee.
5. This Variation Order is effective from the date of issue (27 March 2020) until further notice.

### **STEPHEN LEA-ROSS**

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