



Chief Executives – NHS Health Boards/Trusts/Special Health Authorities  
Directors, Workforce & Organisational Development – NHS Health  
Boards/Trusts/Special Health Authorities  
Directors of Finance – NHS Health Boards/Trusts/Special Health Authorities  
Director of NHS Wales Employers

Our Ref: 05/2023 - AFC recovery payment

25<sup>th</sup> May 2023

Dear Colleague

### Summary

This pay circular informs employers of the pay arrangements for employees covered by the Agenda for Change terms and conditions in Wales.

### Action

1. To make a one off, prorated “recovery payment” for staff employed on the Agenda for Change terms and conditions.
2. Payment for substantive, temporary and fixed term contract staff is to be made at the following rates, based on a 37.5 hour working week for the 2022/2023 financial year, prorated if working less than 37.5 hours per week.
  - Band 1 to 4 - £900
  - Band 5 to 8a - £1,005
  - Band 8b to 8c - £1,050
  - Band 8d - £1,100
  - Band 9 - £1,190
3. For bank staff the payment is to be made on the basic hours worked for 2022/2023 up to a maximum of 37.5 hours per week for all employments across NHS Wales
4. Please see annex A for further details on the eligibility criteria

### Enquiries

5. Employers should direct enquiries to: [HSSWorkforceOD@gov.wales](mailto:HSSWorkforceOD@gov.wales)
6. Employees should direct any queries to their employer.
7. Copies of this circular can be downloaded from the [HOWIS](#) website.

**Yours sincerely,**

A handwritten signature in grey ink that reads "Helen Arthur".

**Helen Arthur  
Director of Workforce and Corporate Business  
Cyfarwyddwr y Gweithlu a Busnes Corfforaethol**

## Annex A: Eligibility criteria

1. The one off non-consolidated, non-pensionable and prorated payment will be payable to all staff employed on the Agenda for Change terms and conditions. The payment to be made is as follows: for staff working full time 37.5 hours per week, prorated if less than 37.5 hours
  - Band 1 to 4 - £900
  - Band 5 to 8a - £1,005
  - Band 8b to 8c - £1,050
  - Band 8d - £1,100
  - Band 9 - £1,190
2. For Bank staff - The payment applies to the basic hours worked in the 2022/2023 financial year up to a maximum of 37.5 hours per week for all employments across NHS Wales.
3. The payment is also to be made to staff who terminated their employment. This will be paid into the Bank Account as registered on ESR.
4. For those who work less than full time but have worked additional hours they will be paid a proportion of the recovery payment for the additional hours worked up to the 37.5 hours FTE. – for example, if you are contracted to work 30 hours per week but work additional Bank Hours you will receive your payment based on 30 hours plus your bank hours up to a maximum of 37.5 hours across all employments across NHS Wales
5. For Bank workers, they will receive the recovery rate at a hourly rate (payment rate for weekly FTE divided by 37.5 hours) to be paid at the rate of basic hours worked in the 2022/2023 financial year. This payment will not exceed the amounts listed above for someone who works a full time NHS contract of 37.5 hours per week for all employments in NHS Wales
6. For those who have changed pay bands and/or moved between part time and full-time hours the non-consolidated payment will be adjusted accordingly. For example, Band 4 to Band 5 promotion, on 1<sup>st</sup> September 2022 you will receive 6 months of £900 and 6 months of £1005 total due £952.50 for full time, prorated for less than 37.5 hours per week.
7. For staff that would have been on sick leave, maternity leave, shared parental leave or adoption leave. They are to be paid based on their basic contract hours before sick leave, maternity leave, shared parental leave or adoption leave.

