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<b>Title</b>	NHS Pay Award Doctors in Training (England) – Pay and Conditions Circulars (M&D) 4/2023 R2 & 5/2024 R	
<b>Purpose</b>	To update all English ESR Organisations on the implementation of the NHS Doctors in Training Pay Award	
<b>Intended Audience</b>	All English ESR Organisations	

## SUBJECT

Pay Award NHS Doctors in Training – Pay and Conditions Circulars (M&D) 4/2023 R2 and 5/2024 R.

## DETAIL

Users are advised that revised rates of Pay and Allowances as authorised by the above agreement will be introduced onto ESR with an effective date of 1<sup>st</sup> April 2023. This will be applied in Release 62.2 over the weekend commencing 25<sup>th</sup> October 2024.

The following steps are required, and will be executed as part of the Pay Award deployment, in order to implement the Pay Award for Doctors in Training:


1. New rates of pay and allowances from 1st April 2023.
2. New rates of pay and allowances from 1st April 2024.

Details are on the attached spreadsheets.

## ACTION REQUIRED

The central process for Pay Awards to trigger a pension banding reassessment will be run as part of this change. Due to the Year End rebanding process that was run at the beginning of April, the Mid-Year rebanding process will be effective from the 1<sup>st</sup> April 2024 and will not be able to look back to the 1<sup>st</sup> April 2023. Organisations will need to manually reassess pensionable pay for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 and adjust pension tiers and contributions as required.

In line with NHS Pension legislation, the Department of Health and Social Care have asked that organisations are reminded that the pensionable pay for 23/24 should be annualised to determine the pension tier applicable based on the rates in place for 23/24:

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Thresholds	Percentage	Eff Date From
£0 - £13,246.99	5.1	01-Apr-23
£13,247.00 to £17,673.99	5.7	01-Apr-23
£17,674.00 to £24,022.99	6.1	01-Apr-23
£24,023.00 to £25,146.99	6.8	01-Apr-23
£25,147.00 to £29,635.99	7.7	01-Apr-23
£29,636.00 to £30,638.99	8.8	01-Apr-23
£30,639.00 to £45,996.99	9.8	01-Apr-23
£45,997.00 to £51,708.99	10	01-Apr-23
£51,709.00 to £58,972.99	11.6	01-Apr-23
£58,973.00 to £75,632.99	12.5	01-Apr-23
£75,633.00 to £9999999.99	13.5	01-Apr-23

Where a revised contribution is to be applied, the pension arrears for 23/24 should be calculated based on the new applicable contribution rate.

To enable the Pay Award and the 24/25 pension arrears to be paid in the same pay period, Payroll Departments are asked to undertake payroll processes in the following order:

1. Process an initial payroll run, once input for the period has been entered but **before** any retro processing, which will pay the new pay rates.
2. Run the Pension Banding Assessment process as part of the initial payroll run. It is essential that this is run before any retro processing, otherwise pension arrears will not be triggered until the following month. A check of the associated output reports should be undertaken to ensure that any changes to bandings that have been applied are correct.
3. Rollback the payroll run.
4. Run the retro process.
5. Process the payroll run, from this point processing should continue in line with local requirements.

Please note that the retro process should not be run until all payments requiring arrears in November have been processed and should only be run once for the payroll period.

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Consideration will need to be given to the processing time required in relation to the scheduled payroll dates, ensuring that a longer run time is taken into account and does not jeopardise payroll completion and BACS dates.

A review of any payments for protections, maternity, adoption etc. should be undertaken to ensure they are updated for the new pay rates.

## FURTHER INFORMATION

The Leavers Dashboard will be made available to ex-employees impacted by the Pay Award for a period of 90 days.

Users should note that, and plan for, the potential for significant impact to the overnight ETL processes both immediately after the application of the award and throughout the month, which may mean the data refresh could be delayed.

The implementation of the Pay Awards will impact on all areas of processing throughout the month, organisations should bear this in mind and allow for extra run times when planning processing for pay. Interfaces such as the Generic Outbound interface may also be delayed.

In addition, where feasible we advise that online payslips are made available to employees as early as possible.

## NEXT UPDATE

None