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NG17 4JL

**RE: Freedom of Information Request**

Tel: 01623 622515  
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**12<sup>th</sup> December 2023**

Dear Sir/Madam

With reference to your request for information received on 13<sup>th</sup> October 2023, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

- 1. What are the on-call availability payments for each of the on and off site on-call services SFHT regularly provides? i.e. the hourly/session/annual payments for being available to answer calls or travel into the workplace.**

## 9.0 Local On-call Agreement

### Background

In 2010 the NHS Staff Council passed the responsibility to individual Trusts to agree in partnership a Local on-Call Agreement that would adhere to the Nationally agreed principles in order to ensure equality.

### Principles

The agreement is compliant with the national principles including the principle of equal pay for work of equal value.

The agreement will be applied on a Trust-wide basis to ensure consistency and fairness to all staff.

A member of staff is on-call when, as part of an established arrangement with the Trust, he/she is available outside his/her normal working hours — either at the workplace, at home or elsewhere — to work as and when required.

## Home, Community, Hospital.

**Patient Experience Team**  
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**Chair** Claire Ward  
**Chief Executive** Paul Robinson

The remuneration for on-call is made up of two parts. One part for the availability (standby) and the other part for work done i.e. number of hours worked.

Within the Sherwood Forest Hospitals NHS Foundation Trust there are two types of on-call

1. Availability (standby) at home ready to be called out to undertake work at the work place/at home or to provide advice over the phone
2. At work ready to undertake work i.e. residential.

Availability (Standby) Payment.

The availability (standby) payment will be the same for all staff regardless of the pay band of their substantive post.

The payment will be a sessional' rate, which is the same across the Trust, and will be paid for the availability (standby) element of on-call.

The availability (standby) sessions and payments will be as follows:

<b>Rota</b>	<b>Hours of Availability</b>	<b>Payment</b>
<b>Weekday (Mon-Fri)</b>	00:00 — 23:59	£1 per hour
<b>Weekend (Sat-Sun)</b>	00:00 — 23:59	£1.67 per hour
<b>General Public Holidays</b>	00:00 — 23:59	£1.67 per hour

### **Sliver on-call and Gold on-call availability (standby) payment**

An availability payment is made to employees on on-call rota that is detailed below:

<b>Rota Hours of Availability</b>	<b>Hours of Availability</b>	<b>Number;of Hours</b>	<b>Payment</b>
Weekday Rota (Monday — Thursday)	18:00 — 08:00	14 weekday hours	£1 per hour weekday
Weekend Rota (Friday)	18:00 -- 08:00	6 weekday hours 8 weekend hours	£1 per hour weekday £1.67 per hour weekend
Weekend Rota (Saturday)	08:00 -- 08:00	24 weekend hours	£1 per hour weekday £1.67 per hour weekend

Weekend Rota (Sunday)	08:00' - 08:00	16 weekend hours 8 weekday hours	£1 per hour weekday £1.67 per hour weekend
General Public Holiday	08:00 — 08:00	16 weekend hours 8 weekday hours	£1 per hour weekday £1.67 per hour weekend

### Work Done Agreement

An hourly, rate for work carried out on-call will be paid when attending a Trust site. This will be at a spot point of the value of the on-call role at a rate of time and a half, with the exception of work on a general public holiday, which will be at a rate of double time.

The spot point of the value of the on-call role, will be at the bottom of the band for the associated work being carried out. Please see Appendix 1 for the NHS Agenda for Change pay bands and pay points from 1 April 2023.

### Employees participating on Sliver on-call Rota

Those on the Sliver on-call rota who outside of normal working hours has to attend meetings and take calls can be paid at substantive band or take back as Time Off in Lieu (TOIL) for the activities associated with on-call only. It is expected that any TOIL accrued is taken back within a 12-week period.

### Employees participating on Gold on-call Rota

On the unlikely event that a member of the Gold on-call rota has to attend site out of normal working hours, the hours of worked / attendance on site can be taken back as Time Off in Lieu. It is expected that any TOIL accrued is taken back within a 12 week period.

### Travel to work

There is a maximum travelling time of 45 minutes home to base and 45 minutes base to home for all on call staff. This time will be paid at the work done rate in accordance with the guidelines of this Local Agreement. Staff undertaking duties that impact on direct patient care are expected to arrive on site within 45 minutes of call out.

Travel costs will be paid for all staff called into the workplace for mileage over and above their normal home — base — home travel for standard working

hours in accordance with Travel rates expressed in Agenda for Change.

### Public Holidays

An on-call period on a General Public holiday will attract equivalent time to the standby period up to a maximum of 7.5 hours per General Public Holiday per person, to be taken off in lieu at plain time rates in accordance with Section 13 paragraph 13.4 of the NHS

Terms and Conditions of Service Handbook, in addition to the appropriate payment for the duties undertaken.

#### Time off in lieu (TOIL)

On Call staff may request to take time off in lieu (TOIL) at plain time as an alternative to work done payments. This may be for part or the whole of the on-call session. This must be agreed with the manager in advance. It is expected that any TOIL accrued is taken back within a 12 week period.

#### Working Time Regulation Compliance

This agreement is fully Working Time Regulations compliant and is fully compliant with Section 27 of the Agenda for Change Terms and Conditions.

#### Claim Form

An on-call claim form is available on the e-expenses and claims must be submitted on this form, or electronically in e-Rostering within 3 months of the on-call period.

#### Pensions

Pensionable pay relating to on call will be in line with the NHS Pensions Agency Criteria.

#### Staff Called into Work who are not On Call

Members of staff who are not formally on call and are called into the workplace for back up or for advice over the telephone will receive the same work done and travel time as the person undertaking the on call duties, with a minimum total time of 30 minutes. In addition, an interruption fee will be paid that is pro rata the hourly rate of the standby fee for the full on call session.

**2. Please list the banding for each on call service and make clear if that is a fixed banding or the member of staff's substantive post band.**

Information not held.

**3. Please specifically indicate on-call arrangements where staff are (or have been within the last year) paid at their substantive band for work performed outside of contracted hours as part of on-call services.**

Pay is in line with the local arrangement identified in Q1.

I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email [sally.brookshanahan@nhs.net](mailto:sally.brookshanahan@nhs.net).

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email [casework@ico.org.uk](mailto:casework@ico.org.uk).

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email [sfh-tr.foi.requests@nhs.net](mailto:sfh-tr.foi.requests@nhs.net).

Yours faithfully

### **Information Governance Team**

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.