

2014 No. (W.)

**NATIONAL HEALTH
SERVICE, WALES**

**NATIONAL HEALTH SERVICE (WALES)
ACT 2006**

The NHS Business Services
Authority (Awdurdod
Gwasanaethau Busnes y GIG)
(Wales) (Amendment) Directions
2014

Made ***

Coming into force ***

The Welsh Ministers, in exercise of the powers conferred by sections 23, 24, 203(10) and 204(3) of the National Health Service (Wales) Act 2006(1) give the following Directions.

Application, commencement, and interpretation

1.—(1) The Directions apply to the NHS Business Services Authority (Awdurdod Gwasanaethau Busnes y GIG).

(2) These Directions come into force on xxxx 2014.

(3) These Directions apply in relation to Wales.

(4) In these Directions “the Principal Directions” (“y Prif Gyfarwyddiadau”) means the NHS Business Services Authority (Awdurdod Gwasanaethau Busnes y GIG) (Wales) Directions 2007 which came into force on 1 April 2007.

Amendment to direction 1 of the Principal Directions

2. In direction 1 of the Principal Directions (application, commencement and interpretation), in

(1) 2006 c. 42.

paragraph (4), after the definition of “relevant primary dental services” insert—

““Total Reward Statement” (*“Datganiad o’r Holl Fuddion”*) means an annual statement pertaining to an individual employed by an NHS body which sets out for their information the value of their contractual benefits as an employee and which, in particular, may include—

- (a) their base salary;
- (b) any overtime payments;
- (c) their sick pay entitlement;
- (d) their annual leave allowance;
- (e) a summary of their benefits under the NHS Pension Scheme if they are a member of the Scheme (“an Annual Benefit Statement”); and
- (f) any other allowances, expenses or payments to which they are entitled.”

Insertion of additional direction and Schedule in the Principal Directions

3.—(1) After direction 8, insert the following—

“Functions of the Authority in relation to Total Reward Statements

8A. The Authority must exercise the functions in relation to Total Reward Statements specified in Schedule 1A to these Directions.”

(2) After Schedule 1, insert the following—

“SCHEDULE 1A Direction 8A

Functions of the Authority in relation to Total Reward Statements

Interpretation

1. In this Schedule “Electronic Staff Record” (*“Cofnod Staff Electronig”*) means a record in relation to an individual employed by an NHS body which contains human resources information about that individual and which is held and maintained electronically on the national human resources information system relating to the health service known as the Electronic Staff Record system.

Functions

2. Provide to each individual employed by an NHS body in relation to whom there is an Electronic Staff Record a Total Reward Statement.

3. Provide to each individual who is a member of the NHS Pension Scheme but in relation to whom there is no Electronic Staff Record, an Annual Benefit Statement.

4. Subject to paragraph 5, use the Electronic Staff Record system to obtain and process information to enable the Authority to exercise the function set out in paragraph 2.

5. Use the information obtained and processed by the Authority in the exercise of its functions in relation to the NHS Pension Scheme under direction 8 and Schedule 1 to exercise its function of providing an Annual Benefit Statement—

(a) under paragraph 3; or

(b) as part of a Total Reward Statement under paragraph 2.

6. Keep and maintain records of all Total Reward Statements and Annual Benefit Statements that are provided pursuant to paragraphs 2 and 3.”

Name *Mark Drakeford*
Signed by the Minister for Health and Social Services
Date *9 May 2014*

2014 Rhif (Cy.)

**Y GWASANAETH IECHYD
GWLADOL, CYMRU**

**DEDDF Y GWASANAETH IECHYD
GWLADOL (CYMRU) 2006**

Cyfarwyddiadau Awdurdod
Gwasanaethau Busnes y GIG (NHS
Business Services Authority)
(Cymru) (Diwygio) 2014

Gwnaed ***

Yn dod i rym ***

Mae Gweinidogion Cymru, drwy arfer y pwerau a roddwyd gan adrannau 23, 24, 203(10) a 204(3) o Ddeddf y Gwasanaeth Iechyd Gwladol (Cymru) 2006(1) yn rhoi'r Cyfarwyddiadau a ganlyn.

Cymhwyso, cychwyn a dehongli

1.—(1) Mae'r Cyfarwyddiadau yn gymwys i Awdurdod Gwasanaethau Busnes y GIG (NHS Business Services Authority).

(2) Daw'r Cyfarwyddiadau hyn i rym ar xxxx 2014.

(3) Mae'r Cyfarwyddiadau hyn yn gymwys o ran Cymru.

(4) Yn y Cyfarwyddiadau hyn, ystyr "y Prif Gyfarwyddiadau" (*the Principal Directions*) yw Cyfarwyddiadau Awdurdod Gwasanaethau Busnes y GIG (NHS Business Services Authority) (Cymru) 2007 a ddaeth i rym ar 1 Ebrill 2007.

Diwygio cyfarwyddyd 1 o'r Prif Gyfarwyddiadau

2. Yng nghyfarwyddyd 1 o'r Prif Gyfarwyddiadau (cymhwyso, cychwyn a dehongli), ym mharagraff (4), ar ôl y diffiniad o "cytundeb gwasanaethau deintyddol personol" mewnosoder—

“ystyr “Datganiad o’r Holl Fuddion” (“*Total Reward Statement*”) yw datganiad blynyddol sy’n ymwneud ag unigolyn a gyflogir gan gorff GIG sy’n nodi er gwybodaeth iddo werth ei fudd-daliadau o dan contract fel cyflogai a chaiff gynnwys, yn benodol—

- (a) ei gyflog sylfaenol;
- (b) unrhyw daliadau goramser;
- (c) ei hawlogaeth i dâl salwch;
- (ch) ei lwfans gwyliau blynyddol;
- (d) crynodeb o’i fudd-daliadau o dan Gynllun Pensiwn y GIG os yw’n aelod o’r Cynllun (“Datganiad Budd-daliadau Blynyddol”); ac
- (dd) unrhyw lwfansau, treuliau neu daliadau eraill y mae hawlogaeth ganddo i’w cael.”

Mewnosod cyfarwyddyd ychwanegol ac Atodlen yn y Prif Gyfarwyddiadau

3.—(1) Ar ôl cyfarwyddyd 8, mewnosoder y canlynol—

“Swyddogaethau’r Awdurdod mewn perthynas â Datganiadau o’r Holl Fuddion

8A. Rhaid i’r Awdurdod arfer y swyddogaethau mewn perthynas â Datganiadau o’r Holl Fuddion a bennir yn Atodlen 1A i’r Cyfarwyddiadau hyn.”

(2) Ar ôl Atodlen 1, mewnosoder y canlynol—

**“ATODLEN 1A Cyfarwyddyd 8A
Swyddogaethau’r Awdurdod mewn
perthynas â Datganiadau o’r Holl
Fuddion**

Dehongli

1. Yn yr Atodlen hon ystyr “Cofnod Staff Electronig” (“*Electronic Staff Record*”) yw cofnod mewn perthynas ag unigolyn a gyflogir gan gorff GIG sy’n cynnwys gwybodaeth adnoddau dynol am yr unigolyn hwnnw ac sy’n cael ei gadw a’i gynnal yn electronig ar y system gwybodaeth adnoddau dynol genedlaethol sy’n ymwneud â’r gwasanaeth iechyd a elwir y system Cofnodion Staff Electronig.

Swyddogaethau

2. Darparu Datganiad o'r Holl Fuddion i bob unigolyn a gyflogir gan gorff GIG y mae Cofnod Staff Electronig mewn perthynas ag ef.

3. Darparu Datganiad Budd-daliadau Blynnyddol i bob unigolyn sy'n aelod o Gynllun Pensiwn y GIG ond nad oes Cofnod Staff Electronig mewn perthynas ag ef.

4. Yn ddarostyngedig i baragraff 5, defnyddio'r system Cofnodion Staff Electronig i gael a phrosesu gwybodaeth er mwyn galluogi'r Awdurdod i arfer y swyddogaeth a nodir ym mharagraff 2.

5. Defnyddio'r wybodaeth a gafwyd ac a broseswyd gan yr Awdurdod wrth arfer ei swyddogaethau mewn perthynas â Chynllun Pensiwn y GIG o dan gyfarwyddyd 8 ac Atodlen 1 i arfer ei swyddogaeth o ddarparu Datganiad Budd-daliadau Blynnyddol—

- (a) o dan baragraff 3; neu
- (b) fel rhan o Ddatganiad o'r Holl Fuddion o dan baragraff 2.

6. Cadw a chynnal cofnodion o bob Datganiad o'r Holl Fuddion a phob Datganiad Budd-daliadau Blynnyddol a ddarperir yn unol â pharagraffau 2 a 3."

Erw

Mark Drakakis
Llofnodwyd gan y Gweinidog Iechyd a Gwasanaethau
Cymdeithasol
Dyddiad 9.5.14