

Freedom of Information request 113-22

Request

I would like to request information on notice periods for staff leaving the organisation under FOI.

1. Can you tell me the notice periods for all staff in your organisation and are these different for different groups of staff.
2. Have notice periods for staff changed over the last 10 years and what were the dates for the changes.
3. If yes, what was the process used for changing notice periods for staff and was it agreed in partnership with trade unions.

Response

1. For Agenda for Change staff the required notice period is a minimum of 4 weeks. This period increases in line with the requirements of the Employment Rights Act 1996 and any successor legislation. For career grade medical and dental staff and the Executive and Senior Manager cohort the required notice period is 3 months, in line with their terms and conditions of service.
2. No, there has been no change to notice periods for staff over the last 10 years.
3. Not applicable.

If you are not satisfied with the way your request has been handled or the decision given, you may ask NHS Borders to review its actions and the decision. If you would like to request a review please apply in writing to, Freedom of Information Review, NHS Borders, Room 2EC3, Education Centre, Borders General Hospital, Melrose, TD6 9BS or foi.enquiries@borders.scot.nhs.uk.

The request for a review should include your name and address for correspondence, the request for information to which the request relates and the issue which you wish to be reviewed. Please state the reference number 113-22 on this request. Your request should be made within 40 working days from receipt of this letter.

If following this review, you remain dissatisfied with the outcome, you may appeal to the Scottish Information Commissioner and request an investigation of your complaint. Your request to the Scottish Information Commissioner should be in writing (or other permanent form), stating your name and an address for correspondence. You should provide the details of the request and your reasons for dissatisfaction with both the original response by NHS Borders and your reasons for dissatisfaction with the outcome of the internal review. Your application for an investigation by the Scottish Information Commissioner must be made within six months of your receipt of the response with which you are dissatisfied. The address for the Office of the Scottish Information Commissioner is, Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife.