

**To: The Chair of the Probation Board/Trust
The Chief Officer of the Probation Board
The Chief Executive of the Probation Trust
(Copy enclosed for the Head of Human Resources)
The Secretary of the Probation Board/Trust
Members of the NNC**

3 September 2008

NNC CIRCULAR NO.14/2008

Dear Madam/Sir

NNC Agreement on Pay and Conditions of Service

Revised Section A9 - Maternity Pay and Leave

Revised Section A17- Adoption Pay and Leave

Revised Section C5 – Statutory Adoption Leave and Pay

Please find attached revised Sections A9 and A17 of the NNC Agreement on Pay and Conditions of Services to replace the existing documents. A replacement page C5/3 is also attached. The revisions reflect the changes arising from the Sex Discrimination Act 1975 (Amendment) Regulations 2008 which extend the employee's entitlement to non-cash benefits to any period of Additional Maternity or Additional Adoption Leave (see Paragraphs 26-30 and Paragraphs 31-34 respectively). These changes come into force for employees with an expected date of childbirth or adoption placement of 5 October 2008 or beyond.

Boards and Trusts should amend their local documentation and procedures to take account of this extension to the period during which non-cash benefits accrue.

Further guidance on the rights of both pregnant employees and their employers and their responsibilities towards each other are provided by the DBERR and HMRC.

Yours faithfully

**Christine Lawrie
Jonathan Ledger**

Joint Secretaries