

REPORT TO THE PERSONNEL, LICENSING AND ADMINISTRATION COMMITTEE		Report No. 12
Date of Meeting	14 th January 2008	
Title of Report	Job Evaluation Panels – Future Operation	
Link to Corporate Priorities	<p>To develop pay and reward strategies to ensure that employees feel valued and that the Council pays them fairly, equitably and competitively.</p> <p>To manage pay and reward, through ensuring appropriate pay and benefits strategies are developed to ensure the Council can recruit and retain staff.</p> <p>A commitment was put in place for a process to ensure ongoing evaluations of posts in the future.</p>	
Public Report	Yes	

Summary of Report

The Peodesy Job Evaluation Scheme is due to be replaced by the Greater London Provincial Council (GLPC) Job Evaluation Scheme. As part of the Council's continuing commitment to apply equality principles and operate a scheme with high integrity a report on the future operation of the Job Evaluation Panels was deemed necessary.

Officer Recommendations

It is recommended that the Committee:

Adopt the process on the future operation of Job Evaluation Panels under the Greater London Provincial Council Scheme as set out in Appendix 1 to the Report.

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
Yes	Yes	No	Yes	Yes

Contact Officer	Carmel Togher HR Adviser 01249 706344 ctogher@northwilts.gov.uk
------------------------	--

1. Introduction

- 1.1 The purpose of this report is to provide the Committee with information on how future Job Evaluation Panels will use the GLPC Job Evaluation Scheme. (See Appendix 1).

2. Options and Options Appraisal

- 2.1 The Committee is asked to adopt the process on the future operation of Job Evaluation Panels under the Greater London Provincial Council Scheme as set out in Appendix 1 to the Report.

3. Background Information

- 3.1 As part of the Pay and Rewards Project Plan and Communications timetable it has been agreed that the New Future Job Panel Process will be taken to this Committee as part of the launch. This process document will be issued to all staff and put in the employee handbook.

Training

- 3.2 All employees will be made aware of the process for Future Job Evaluation Panels by attending a briefing with their Line Manager.

Consultation and Communication

- 3.3 The Pay and Rewards Project Team have been consulted on the Future Job Evaluation Panel Process and the aim of this report is to allow the Trade Union to formally consult on this future operation of Job Evaluation Panels document.
- 3.4 It is important to recognise that the Pay and Rewards Project has made significant progress and worked well with good co-operation and joint working between managers, employees and the Trade Union.

4. Financial Implications

- 4.1 The Council is committed to the management of pay and reward through ensuring appropriate pay and benefits strategies are developed to ensure the Council can recruit and retain staff.
- 4.2 The Job Evaluation Process needs to be managed to ensure that it remains equal pay compliant. The Council needs robust systems in place to avoid the unnecessary potential costs if taken to an employment tribunal on equal pay grades.

5. Equality & Diversity Implications

- 5.1 The purpose of providing a process on the future operation of Job Evaluation Panels is to support the Council's obligations with regard to equality and diversity. Indeed, it clearly states that the panels are independently facilitated and always have a mixture of GLPC trained panellists to promote equality and fairness.

6. Human Resource Implications

6.1 The Human Resources are covered within the body of this report.

7. Legal Implications

7.1 This future process of Job Evaluation Panels has been generated by the Pay and Rewards Project and the council will have regard for the legal implications during the future use of the GLPC scheme. This includes ensuring that users of the scheme are properly trained in its use and the application of the scheme is monitored to ensure consistent application.

8. Risk Analysis

8.1 The risk of not accepting the recommendation is that we will be in breach of our licence issued by London Councils and thus may no longer be able to continue using the scheme.

Appendices:	<ul style="list-style-type: none">• 1 - Job Evaluation Panels – Future operation
Background Documents Used in the Preparation of this Report:	<ul style="list-style-type: none">• Job Evaluation Policy and Procedure Report• HR Services – Service Plan 2008-09

Previous Decisions Connected with this Report

Report	Committee & Date	Minute Reference
None		