

REPORT TO: POLICY COMMITTEE – 5 MARCH 2008

SUBJECT: JOB EVALUATION APPEALS

BY: HEAD OF PERSONNEL SERVICES

1. REASON FOR REPORT

- 1.1 To advise the Committee of the conclusion of the Job Evaluation Appeals arising from the implementation of the new pay and grading arrangements for Single Status.
- 1.2 This report is submitted to Committee in terms of Section A35(b) of the Council's Administrative Scheme relating to the remuneration of all posts.

2. RECOMMENDATION

- 2.1 **It is recommended that the Committee note that the Job Evaluation Appeals arising from the implementation of the new pay and grading arrangements for Single Status have now been concluded.**

3. BACKGROUND

- 3.1 The national agreement on the implementation of the new job evaluation system provides that employees should have the right of appeal against the job evaluation outcome for their post. A model appeals procedure was provided for councils to adapt to meet their local needs and this was the basis of the procedure agreed and used for the Council.
- 3.2 As part of the discussions with the trade unions, the Council agreed to appoint an independent ChairPerson for the appeals process. Due to concerns from CMT about resourcing the appeals panel internally, an external appointment was also made for the “management “ representative on the appeals panel. A trade union representative was the third person on the panel.
- 3.3 Initial scrutiny of appeals took place from June – August 2007 and those appeals which were considered by the Panel to meet the criteria to proceed went to Appeal Hearings which concluded in January 2008.
- 3.4 All employees who submitted an appeal have been notified of the outcome and arrangements are in place to make the necessary adjustments to pay at the end of February. Adjustments take effect from 1 December 2006 as this was the implementation date for the new pay arrangements.
- 3.5 There were approximately 590 employees who submitted appeals, which represents approximately 12% of those in post at the time of implementation. Of these, 266 progressed to an appeal hearing and 185 were re-evaluated before appeal or were upheld at appeal. This resulted in grade changes for

109 appellants. Where the appeal related to a post where there were other employees undertaking the role but who did not appeal, any grade changes were applied to all employees undertaking the same duties.

- 3.6 While there were no real patterns emerging from the decisions reached on appeals in terms of the application of the factors, there was evidence in a relatively small number of cases to suggest that the client groups staff are working with have changed and are more demanding, based on the JE Scheme definitions. There were also cases where supervisory responsibility had been added or budgets had increased.
- 3.7 The temporary team working on Job Evaluation has now been disbanded and any outstanding issues will be dealt with by the core personnel staff.

4. **SUMMARY OF IMPLICATIONS**

- (a) **Corporate Development Plan/Community Plan/Service Improvement Plan:** None
- (b) **Policy and Legal:** None directly from appeals.
- (c) **Resources (Financial, Risks, Staffing and Property):** The costs of the changes to grades are still being calculated.
- (d) **Consultations:** None.

5. **CONCLUSION**

- 5.1 **The Council has now completed the consideration of Job Evaluation Appeals, using a locally agreed procedure based on the national model. The appeals were determined by an independent panel, including a trade union representative. Employees have been advised of the outcomes, which are now being implemented and the team of temporary staff working on the project has been disbanded.**

Author of Report: Denise Whitworth
Background Papers:
Ref: p/admin/reports/policy/je appeals end