

EAST HERTS COUNCIL

LOCAL JOINT PANEL – 9 APRIL 2008

REPORT BY SHONA GRAY ACTING HEAD OF PEOPLE AND ORGANISATIONAL DEVELOPMENT

6(C) JOB EVALUATION PROTOCOL, PROCEDURE AND APPEAL PROCESS, HAY EVALUATION SCHEME JANUARY 2008

WARD(S) AFFECTED: None

RECOMMENDATION - that the Local Joint Panel adopts the protocol, procedure and appeal process.

1.0 Purpose/Summary of Report

1.1 To put into place policy and process in accordance with legislation and regulatory good practice and guidelines.

2.0 Contribution to the Council's Corporate Priorities/Objectives

Fit for purpose, services fit for you

Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation.

Complying with employment legislation and ensuring East Herts District Council jobs are at the correct salary grades would ensure the council is fit for purpose.

3.0 Background

3.1 The East Herts Job Evaluation Scheme was first applied in 2001. This revision incorporates the changes required following staff training on the Hay Evaluation Scheme in 2007.

3.2 The changes in the Appeals procedure are minor adjustments to ensure greater clarity.

4.0 Report

4.1 Appendix 'A' (Pages 6.28 - 6.33) explains the current job evaluation protocol and procedure. Appendix 'B' (Pages 6.34 - 6.36) sets out the current Appeals process.

5.0 Consultation

5.1 Consultation has taken place with:

- UNISON and where relevant comments have been amended.
- CMT and where relevant comments have been amended.
- Heads of Service

6.0 Legal Implications

6.1 There are no legal implications

7.0 Financial Implications

7.1 None

8.0 Human Resource Implications

8.1 None.

9.0 Risk Management Implications

9.1 None

Background Papers

- CMT Meeting Minutes 11 March 2008
- HR / Unison Meeting Minutes 12 March 2008

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