

**JOB EVALUATION**

|                              |   |
|------------------------------|---|
| Relevant Portfolio Holder    | Cllr Fisher   |
| Portfolio Holder Consulted   | Yes   |
| Relevant Head of Service     | Deb Poole – Head Of Transformation & Organisational Development |
| Ward(s) Affected             | N/A   |
| Ward Councillor(s) Consulted | N/A   |

**1. SUMMARY OF PROPOSALS**

- 1.1 Members are asked to consider the Job Evaluation Policy.

This policy sets out the formal process for re-evaluating posts within the authority.

- 1.2 All of the above Policies have been agreed by the Job Evaluation Steering Group which includes Trade Union Representatives from UNISON, GMB and Unite.

**2. RECOMMENDATIONS**

Executive is requested to **RECOMMEND** to Council the approval of the Job Evaluation Policy.

**3. KEY ISSUES**

**Financial Implications**

- 3.1 There are no direct financial implications arising from this policy.

**Legal Implications**

- 3.2 Job Evaluation is a key element of the Single Status Agreement of the National Joint Council (NJC) for local Government Services.

- 3.3 The Council has a legal duty under Single Status to introduce a robust and equitable Job Evaluation scheme which is compliant with Equal Pay legislation.

The Job Evaluation Policy sets out the internal arrangements and process for evaluating job roles.

Failure to implement a Policy and Process for evaluating roles may leave the Authority open to Equal Pay claims.

**Service / Operational Implications**

- 3.4 These policies are applicable to all service areas throughout the council.
- 3.5 The Job Evaluation Policy will be available to all employees on the Orb or in hard copy format where appropriate.

**Customer / Equalities and Diversity Implications**

- 3.6 The implementation of Job Evaluation will minimise the risk associated with Equal Pay claims and will provide a model for the Council to assess all posts in a robust and efficient way.

**4. RISK MANAGEMENT**

- 4.1 Implementation of the new Job Evaluation Policy will help limit any future claims,.

**5. APPENDICES**

Appendix 1 - Job Evaluation Policy

**AUTHOR OF REPORT**

Name: Becky Talbot Human Resources and Organisational Development Manager

email: becky.talbot@redditchandbromsgrove.gov.uk

Tel.: 01527 64252 ext 3885