

<b>SHADOW EXECUTIVE</b>
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<b>28 OCTOBER 2008</b>
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<b>SUBJECT</b>	<b>PAY AND JOB EVALUATION IN CENTRAL BEDFORDSHIRE</b> (To consider a proposed structure for pay and job evaluation in Central Bedfordshire)
<b>REPORT OF</b>	<b>Human Resources Lead Officer</b>
<i>Contact Officer: Martin Williams Tel: 01462 611604</i>	

**IMPLICATIONS**

<b>SUSTAINABILITY</b>	N/A
<b>FINANCIAL</b>	<p>Detailed impacts of this decision have yet to be established. However it is likely to be in line with expenditure of similar sized Unitary Council.</p> <p>Cost of employing Consultants for this project is likely to be in the region of £70,000 chargeable to the transition budget.</p>
<b>LEGAL</b>	Employment Legislation requires employers to have pay systems which are fair and equitable in their application across the workforce. The proposals contained in this report will ensure Central Bedfordshire complies with this requirement.
<b>PERSONNEL/EQUAL OPPORTUNITIES</b>	Implicit in the report
<b>COMMUNITY DEV/SAFETY</b>	None
<b>TRADES UNION</b>	Trade Unions Consultation has taken place and will continue through the project.
<b>HUMAN RIGHTS</b>	None
<b>KEY ISSUE</b>	Yes
<b>BUDGET/POLICY FRAMEWORK</b>	The recommendations will accord with the Central Bedfordshire bid document.

<b>OTHER DOCUMENTS RELEVANT TO REPORT</b>
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Report of Project HR
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**RECOMMENDATION(S):**

- 1. That the Shadow Executive agree to adopt Bedfordshire County Council's Pay and Job Evaluation subject to possible amendments**
- 2. That the Shadow Executive endorse the use of external consultants for this project.**

*Reason for Recommendation: The Council has a responsibility in law to ensure that its pay and remuneration policy accords with the legal requirements of Equal Pay legislation. This report puts in place the required systems and structures.*

**Background**

**The current pay and Job Evaluation schemes in the Constituent Councils of Central Bedfordshire**

1. A local authority is required to have a method of grading its posts which can demonstrate that pay is based on the value of a particular job in relation to other jobs within the organisation. This is usually by way of a job evaluation scheme which awards points for a variety of criteria and the total of these points places the job within a pay scale relative to jobs which have scored either a fewer or greater number of points. In 1997 the Single Status agreement was agreed nationally for employees within Local Authorities with the intention of eradicating any unfairness in the application of a Council's pay policy.
2. Within the constituent Councils of Central Bedfordshire three different approaches are taken to deal with the issue of Job Evaluation. South Bedfordshire District Council (SBDC) use the Inbucon job evaluation scheme related to the Nation Pay spine for local government. SBDC have completed single status and all posts have been job evaluated and any new posts are subject to job evaluation. The Council carried out a Equal Pay Review in 2007.
3. Bedfordshire County Council (BCC) uses the NJC job evaluation scheme up to SCP 36 and HAY job evaluation beyond SCP 36. The Council has just completed Single Status and an Equal Pay review.

4. Mid Bedfordshire District Council (MBDC) have used Inbucon for its job evaluation scheme (albeit it in a different format to SBDC). However most significantly in respect of the decisions required in respect of this report MBDC have chosen to operate outside the national framework for pay and conditions of service and as a result have locally negotiated pay.
5. Central Bedfordshire Shadow Council engaged Tribal Resourcing to carry out a review to recommend the top pay structure for the new Council. The outcome of this review was adopted by the Shadow Executive at its meeting on the 10 June 2008. With the level of senior pay in place the Council now needs to decide where to draw its pay line for the rest of the organisation and which Job Evaluation scheme it should adopt for the new Council.
6. Initial discussions have taken place with the Trade Union side regarding possible options with an eye to causing a minimum of disruption to employees grading and also minimising the amount of work required to harmonise pay and grading across the new Council.
7. Given that the County Council have just completed its Single Status Project and Equal Pay review and the majority of employees will be transferring from the County Council it appears a sensible option to adopt their pay and grading structure. With this option in mind an independent Consultant was engaged to review the County Council's pay structure to see if it was suitable for Central Bedfordshire. A copy of his report is attached at Appendix A. His view is that the County Councils pay structure could be adopted for Central Bedfordshire. He also makes some recommendations as to how it could be improved.

### **The Impact of the Staffing Regulation**

8. The Guidance on Staffing issues published by CLG to support the Staffing Regulations requires the new Unitary Council to '*....address equal pay issues proactively and affordably.*' The expectation is that an equal pay review will take place within eighteen months of vesting day. It is with this in mind that the issues of pay harmonisation must be one of the key HR projects within the first year of the Unitary Council.

### **Conclusion**

9. The report will be considered by the Corporate Resources TTF at its meeting on 22 October 2008 and their comments will be tabled at the Shadow Executive.

10. If the Shadow Executive are content with the proposals within the Consultants report then it is intended to commence work ahead of vesting day to put in place the necessary framework for unified pay. Given the competing priorities within the HR work stream and the finite internal resources available it is intended to appoint appropriate qualified consultants to undertake this work.

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**Background Papers:** Guidance notes on Staffing Regulations

**Location of Papers:** Priory House.

**File Reference:**