

POLICE AND CRIME COMMISSIONER FOR LEICESTERSHIRE *DECISION RECORD*

To be completed in cases where a decision is required

DECISION OF POLICE AND CRIME COMMISSIONER	
Date:	31/3/14
Officers present:	Helen King

Received in OPCC Date:	OPCC Ref: EXE 0009/14
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Title: Job Evaluation Scheme

Summary of Issue:

Job Evaluation is a method to assessing the size of the work undertaken in a post. The Scheme currently operated by Leicestershire Police is not fit for purpose and puts the Force at risk of equal pay claims from employees.

There are a number of Job Evaluation Schemes in use across the UK which demonstrate compliance with the criteria of being free from gender bias. There are two basic types of Job Evaluation Scheme (non-analytical and analytical). Only analytical schemes, where jobs are broken down into component 'factors' and scores are awarded for each component with a final total being given, are likely to be capable of demonstrating an absence of sex bias.

There are three Job Evaluation Schemes which have been considered for further exploration. These are:

- Hay (used by a number of UK Forces and an international scheme)
- Police Staff Council 13 Factor (Police specific)
- PricewaterhouseCoopers (PwC) (Police specific)

Consultation with the Trade Unions is at an early stage and whilst no decision has been made about which Scheme to select, at an early stage Hay presents an opportunity to support the Force Change Programme. The reason for this is that the Hay Scheme could be used as a standard way of evaluating all posts, officers and staff and be an enabler for modernisation. Hay is also used within the Armed Services and has been successfully used to evaluate posts.

Recommendations presented:

It is RECOMMENDED that approval is given to progress implementation of a new Job Evaluation Scheme.

Highlights of Issue:

Current Job Evaluation Scheme

Leicestershire Police currently operates the 'Local Authority Purple Book' Job Evaluation Scheme which was developed in the 1960s to predominantly measure administrative roles within Local Government.

The Scheme is no longer fit for purpose and does not comply with the provisions of the Equality Act 2010 or good practice guidance issued by the Equal Opportunities Commission (EOC) nor does it enable non traditional office roles to be properly assessed.

The Scheme is subjective and lacks transparency and its continual use puts Leicestershire Police at risk of equal pay claims from employees. The Equal Pay Audit conducted in 2010 highlighted that the current Job Evaluation Scheme used by Leicestershire Police was out dated and required reviewing and was identified within the Equal Pay Action Plan.

Implementation of a new Job Evaluation Scheme

There are two key parts to implementation of a new Job Evaluation Scheme. Firstly all jobs need to be evaluated which places them in rank order to establish a grading structure. This defines the number of grades and the levels within each grade. The second part is to link the grades into a pay structure eg. the current Police Staff Council pay points.

Implementation will require resources both in terms of people and systems; on average it is likely to cost the Force £108,000.


Consultation


Consultation is an integral part of introducing a new Job Evaluation Scheme and is viewed as paramount to maximising 'buy in' to the new Scheme. It is also a legal requirement when varying contractual terms and conditions of employment.

Failure to consult can result in financial penalties being imposed if claims are made either by individuals or by Trade Unions for 'failure to consult' at employment tribunal.

The current costs for failure to consult are 90 days pay awarded to all employees affected.

It was resolved that :

OFFICE OF PCC APPROVAL	
Chief Executive or Chief Finance Officer:	
Signature	
Name	HELEN KING
Date	13/2/14

Publication Scheme
Decision of Monitoring Officer: As Monitoring Officer for the Office of Police and Crime Commissioner for Leicestershire I have determined that :
It is appropriate to publish this record of decision made by the Police and Crime Commissioner : Yes / Part Redacted / No
It is appropriate to publish the contents of the assessment of the decision by either of the senior post holders in the Office of the Police and Crime Commissioner for Leicestershire (i.e. either the Chief Executive or Chief Finance Officer) : Yes / Part Redacted / No
It is appropriate to publish details of the decision by the Police and Crime Commissioner for Leicestershire : Yes / Part Redacted / No
Reasons for any non Publication (referencing appropriate legislation):
Signature 
Name PAUL STOLIC
Date 13/2/14

Police and Crime Commissioner for Leicestershire

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

Supported / ~~Not-Supported~~

Signature

A handwritten signature in black ink, appearing to read 'R. Wood', written over a horizontal line.

Date

31/3/14