

Rossendale Borough Council

Review of Pay and Grading Policy September 2016

Introduction

The Council's Job Evaluation and Appeals Process and Procedure were last reviewed in October 2007. The Council has taken the opportunity to revise and amalgamate these documents as part of a wider review of Council policies. Below is a summary of the main amendments to this document.

Summary of Amendments

1. Section 1 Introduction, has been added
2. Section 2 Background, has been added
3. Section 3 Applicable to, has been added
4. Section 4 Grading Assessments, has been added
5. Section 5 Job Evaluation Process, has been updated with the amendment to existing processes and the addition of new processes
6. Section 6 Salary Protection, has been added
7. Section 7 Grading Appeal Procedure/Process has been amalgamated into the Job Evaluation Process and Procedure document and has been updated and amended
8. Section 8 Monitoring and Review has been added
9. Section 9 Equality Considerations has been added
10. Appendix A Job Family Competency Matrix & Profiles has been added and identify the essential qualification requirements and competencies necessary for the grading level of the post (those highlighted in red are still pending review)
11. Appendix B Contractual Notice Periods has been added
12. Appendix C GLPC Job Evaluation Questionnaire has been added into the document in its original form
13. Appendix D Job Evaluation Information Sheet has been added into the document in its original form
14. Appendix E Job Description and Person Specification have been added into the document in their original form

