

## **FLINTSHIRE COUNTY COUNCIL**

**REPORT TO:**           **CABINET**

**DATE:**                   **TUESDAY, 12 JUNE 2012**

**REPORT BY:**           **CHIEF EXECUTIVE AND HEAD OF HUMAN  
RESOURCES AND ORGANISATIONAL  
DEVELOPMENT**

**SUBJECT:**               **SINGLE STATUS UPDATE**

### **1.00 PURPOSE OF REPORT**

**1.01** To provide a project update and assurance report on the delivery of the Single Status and Equal Pay Projects.

### **2.00 BACKGROUND**

**2.01** The previous update on the Single Status project was presented to Executive on 21 February, 2012. The Single Status Project Board had met on 15 December 2011 and had agreed a timeframe for completion of the project, with a target implementation date of November 2012.

**2.02** A Workforce Communication was issued to all employees in scope of the project on 8 February, 2012, outlining the new timetable, the key milestones for completion and the target implementation date.

**2.03** Since that time, considerable progress has been made in delivering the workstreams under the project. A further Workforce Communication was issued in early May to update employees on progress made and the next steps in the project plan.

**2.04** Additional Governance arrangements have been introduced since the Single Status Project Board in December, to support the effective delivery of the project through to implementation, to make key project decisions and to manage risks. These include the introduction of an Officer Executive Group to oversee risk management within the project.

### **3.00 CONSIDERATIONS**

**3.01** The following activities are nearing completion to prepare for the commencement of pay modelling (designing and costing a new pay and grading structure) and to inform the proposed collective agreement ready for formal negotiations with the Joint Trade Unions.

### **3.02 Organisational Structure and Posts**

One of the key steps in the implementation of the Single Status agreement is the confirmation of the current organisational structure / posts and associated costs. Work is nearly completed to confirm the existing structure, including posts and grade information.

### **3.03 Financial Analysis**

A key part of the Single Status project is to fully determine all financial implications and the affordability of the proposed collective agreement. As a starting point, the project team are working on an organisation-wide exercise to confirm the current employee costs and to reconcile these with the current budget provision. This will allow potential future pay costs to be compared to the cost of the current paybill as part of the affordability assessment.

### **3.04 Rank Order Verification**

The “rank order” (a simple listing of job scores of posts with the highest scoring post at the top of the listing, and the lowest scoring post at the bottom) for the whole of the organisation is required to be confirmed for pay modelling. As part of this process the Job Evaluation Moderation Panel have been working through the Job Evaluation profiles to review jobs that have been identified as 'sore thumbs'. This work is progressing well and is due to be completed in May 2012 to allow pay modelling to commence.

### **3.05 Service Review**

A number of Service Reviews are currently in progress and many are scheduled to be completed over the next few months. The timetable for delivery of each review and the likely financial impact needs to be set for the pay modelling exercise to allow for potentially changing Job Evaluation results.

### **3.06 Part Three Terms and Conditions**

The proposed Part Three terms and conditions of employment (for example, Overtime rates and shift allowances) have been reviewed to allow the detailed negotiations to begin with the Joint Trade Unions.

### **3.07 Pay Modelling**

To enable the pay modelling activity to start, the activities described above must be completed. This preparation work is nearing completion.

**3.08** The pay modelling will allow different pay and grading structural options to be modelled and costed, in conjunction with the Joint Trade Unions. This will lead to a preferred new pay and grading structure to be proposed as part of a new collective agreement.

**3.09 Equal Pay**

The Council has made the commitment to settle Equal Pay claims within the same timeframe as Single Status and to protect the Council from future Equal Pay liability. The Council is developing an Equal Pay Settlement Strategy ready for negotiation with the Joint Trade Unions and their legal representatives.

**3.10 Trade Union Negotiation Exercise**

Initial negotiation discussions have commenced in May on the design of a new pay and grading structure, Part Three terms and conditions of employment and Equal Pay. The detailed pay modelling exercise is due to begin in June.

**4.00 Recommendations**

**4.01** That Members note the Project update.

**5.00 FINANCIAL IMPLICATIONS**

**5.01** The potential cost of the proposed Single Status Agreement and the settlement of Equal Pay claims will be reported to Members on an ongoing basis as the pay modelling and negotiations progress. In anticipation of a settlement in late 2012, the proposed use of the additional base budget available for an increase in the pay bill in 2012/13 was set out in a report to Executive – “Final Settlement and Council Fund Budget 2012/13” on 20 December 2011.

**6.00 ANTI POVERTY IMPACT**

**6.01** Consideration will be given during the various stages of the project on the financial impact of the proposals on employees.

**7.00 ENVIRONMENTAL IMPACT**

**7.01** None.

**8.00 EQUALITIES IMPACT**

**8.01** A full Equalities Impact Assessment will be undertaken on the final proposal of a Single Status Collective Agreement.

**9.00 PERSONNEL IMPLICATIONS**

**9.01** Employees will receive full details of the proposed Single Status Collective Agreement and their proposed grade by letter. Employee Roadshows are planned to raise awareness on the proposed agreement and to respond to any queries.

**10.00 CONSULTATION REQUIRED**

**10.01** Consultation will take place via the recognised Trade Unions. The Council will engage with all employees in scope of the project via Workforce Communications and Employee Roadshows. Employees who are members of a recognised Trade Union will have the opportunity to vote in a ballot on whether they wish to accept the proposals.

**11.00 CONSULTATION UNDERTAKEN**

**11.01** See above.

**12.00 APPENDICES**

**12.01** None.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985  
BACKGROUND DOCUMENTS**

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