

Reference Number: IAR-101000451686

Response provided under: Freedom of Information Act 2000

Request and response:

1. Has your authority undertaken Job Evaluation or are you still in the process of carrying this out?

Yes we have carried out job evaluation.

2. Which Job Evaluation scheme(s) are you using (or have you used) (i.e. NJC scheme / Hay Scheme)?

We are using the Greater London Provincial Council (GLPC) and Hay job evaluation schemes.

3. Are you using (or have you used) different Job Evaluation Schemes for different pay grades?

Yes.

4. If 'yes' to question 3:-

- a) Which grades are using (or have used) which scheme?

GLPC applies up to and including grade N and Hay underpins grades O and above.

- b) What is (or was) the reason for the split at that level described and why was it not appropriate to use the same scheme regardless of grade?

It is not practical to apply the GLPC scheme to some of our jobs.

5. If you have used the Hay Scheme, please provide the following information relating to that scheme:-

- a) A copy of all information used to measure each core element and each evaluation factor and assign a 'level', 'score' or 'scale' when a job is (or was) evaluated.
- b) A copy of the model description used when a job is evaluated, that describes each 'level', 'score' or 'scale' for each core element and evaluation factor.
- c) A copy of the scoring and weighting matrix used (or to be used).

We use a conventional application of the Hay scheme, assessing the Know-How, Problem-Solving, and Accountabilities of the job. These are assessed using the criteria and scoring matrix set out in the scheme. The details of the criteria and scoring are the intellectual property of the Hay group. For more information, the Hay group website is at: www.haygroup.co.uk . You can also try contacting 020 7856 7045 for more information

Information provided by: People and Organisational Development

Date of response: 30 April 2013