

HUMAN RESOURCES - GRADING POLICY

Scope

This policy is applicable to all employees of Cheshire East except for school based employees.

Aims

To provide clear guidelines about the grading of jobs within the Council.

To ensure that jobs are graded fairly and equitably and that the Council complies with the principles of equal pay and the Equal Pay Act.

Policy Statement

Cheshire East Council wishes to grade all posts to fully reflect the roles and responsibilities undertaken. This policy recognises the need for fairness, equity and openness in the process of determining the correct reward for the work undertaken.

Principles

Gradings will be agreed for groups and individuals by following an objective measure of assessment of roles and structures.

When agreeing gradings, account will be taken of the impact on the wider organisation as well as the local team.

Equality

Cheshire East Council will ensure that, when implementing the Grading Policy no employee will be disadvantaged on the basis of their gender or transgender, marital status or civil partnership, racial group, religion or belief, sexual orientation, age, disability, pregnancy or maternity, social or economic status or caring responsibility. This means that the Policy may need to be adjusted to cater for the specific needs of an individual including the provision of information in alternative formats where necessary.

Monitoring

Data relating to Grading issues will be collated and monitored regularly to ensure that the Policy is operating fairly, consistently and effectively. Issues that are identified from the data will be dealt with appropriately.

Review

The policy will be reviewed in the light of operating experience and/or changes in legislation.