

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 29th September 2010

REPORT OF DIRECTOR OF CHILDREN'S SERVICES

IMPLEMENTATION OF JOB EVALUATION AND HARMONISATION OF CONDITIONS OF SERVICE (SECOND STAGE) ACROSS SCHOOLS' SUPPORT STAFF

EXECUTIVE SUMMARY

The purpose of this report is to outline proposals for the implementation of the Council's policy on Job Evaluation and Harmonisation of Conditions of Service across Schools' Support Staff.

BACKGROUND

The Council has implemented a Job Evaluation Scheme for all staff up to Spinal Column Point 34 and harmonised working conditions across all centrally employed staff. The second phase of this programme was to implement similar with regard to job evaluation and harmonisation of working conditions for all school support staff. The job evaluation exercise for centrally employed staff was backdated to April 2007 and harmonised working conditions to August 2008.

Of the schools in Wirral there are Community schools where the Council is the employer of "last resort" and Voluntary Aided schools and Foundation Schools where the Governors are the employer. Community schools employ 2,250 support staff and Voluntary Aided and Foundation Schools employ 1,122.

Whilst Harmonisation and Job Evaluation have not yet taken place in Community schools the Council remains open to Equal Pay claims from these members of the support staff. Foundation and Voluntary Aided Schools, by virtue of the Governing Body being the employer, are less liable to such claims as there are fewer opportunities for staff to find a comparator within their own school to lodge an Equal Pay Claim.

PROPOSALS

It is proposed that the job evaluation scheme up to SCP 34 and harmonisation for all school staff be recommended to Governors for implementation in all community schools and a similar exercise be advised to the Governing Body of all Voluntary Aided and Foundation Schools. The implementation of such an exercise is legally within the remit of the Governing Body of Community Schools and it is intended to inform all schools that failure to implement this could result in further claims against the Council, which could lead to the costs of any such claims being set against the School's delegated budget.

The proposals in detail are as follows:

a) All employees currently on a 35 hour week to increase to 36 hours, with effect from 01/09/2011.

b) All employees currently on a 37 hour week to reduce to a 36 hour week with effect from 01/09/2010. Payment for the difference in hourly rate backdated to 01/08/2008.

c) Annual Leave entitlements to increase to 27 days for staff with less than 5 years service and 32 days for staff with more than 5 years service, plus 8 Bank Holidays for all staff, pro rata for part-time employees with effect from 01/09/2010. Annual leave entitlement backdated to 01/08/2008, to be taken as time off over a two year leave period for full time employees included in the back dated calculation for part-time employees. (TA's will have a reduction to the additional 15 days requirement and will only work 5 additional days per year over two leave years).

d) Teaching Assistants to remain on their current pay framework. Arrangements to reduce the working requirement outside term time from 15 days to 10 days per annum with effect from 01/09/2010 in order to take account of the additional Annual Leave.

e) All support staff in schools, apart from Teaching Assistants, under spinal column point 34, e.g. Caretakers, Cleaners, Supervisory Assistants etc will be assimilated onto the Authority's new grading structure with effect from 01/04/2007. Arrears will be backdated to 01/04/2007.

f) Staff working less than 52 weeks per annum to be issued with working time contracts; e.g. working weeks + pro rata annual leave and Bank Holiday entitlements, equalised over 12 monthly salary payments

g) All employees will be issued with a new Statement of Particulars

h) All employees will move to monthly pay with immediate effect from an agreement.

These proposals have been discussed in detail with the relevant trade unions who represent School Support Staff. The outline but not the cost of these proposals has also been discussed with Headteachers with the exception of the variation that backdated holiday pay is taken in time rather than as paid salary. The cost of back pay for staff under the above proposals has been calculated as an additional £2.0M. The additional cost of pay from 1st September 2010 to 31st March 2011 is £0.6M giving a total cost in year of £2.6M. (Without the leave proposals set out in c) above relating to time to be taken off, the total cost would be £3.8M).

FUNDING IMPLICATIONS

The cost of funding these proposals across all schools to 31st March 2011 will be in the region of £2.6M. It was previously agreed by Cabinet that these costs would not be met by Council funds, but would come from within the DSG and any such monies also allocated by the Schools Forum. The sum of £300K was agreed by Schools Forum in 2007-08 to fund this proposal and has been set aside for this purpose. It is anticipated that the remainder of the proposal will be funded through the DSG Reserve and in year under spends as follows:

	£000
Harmonisation reserve (3 years)	900
DSG reserve	742
School Contingency under spend 2010-11	958
Total	2600

RECOMMENDATIONS

1. That Schools Forum note this Report
2. That Schools Forum agree to using the DSG reserve in year for this purpose

Howard Cooper
Director of Children's Services