



## DERBYSHIRE COUNTY COUNCIL

### BULLETIN No. 3

#### Update on Single Status and Job Evaluation – Harmonisation of Terms and Conditions Of Service

Dear Colleague

Since our last newsletter in March there have been a number of changes to the Single Status process. After the change of administration at Derbyshire County Council in May and following representations from a number of Head-teachers and Governors as well as from the Trade Union's regarding the progress in respect of the implementation of single status the new administration requested that the steering group, which is made up of local authority officers, Councillors and trade unions agreed to re-look at a number of areas as a matter of urgency, specifically a revised implementation date which is now **1<sup>st</sup> March 2014**, the process involving school Governors, the overall potential impact on schools and ways in which to mitigate any potential loss of earnings.

#### **Job Evaluation**

Job evaluation has now been completed together with a quality assurance review of the process. Of the 200 plus job evaluation questionnaires sent out 149 were returned and these together with the job descriptions prepared at group meetings by mid-day supervisors and TAs were all evaluated by panels made up of Local Authority officers and the trade unions.

#### **Slotting and Matching of Jobs**

Now that job evaluation is complete all roles with schools will have to be slotted and matched into the new structure. Training has been offered to all Head-teachers and up to three others per school and many have taken advantage of this training at the briefings that have taken place in June and July.

Jobs will be slotted into one of six job families:

- Business and public services and finance
- Catering
- Construction and maintenance
- Social care and inclusion

and new for school support staff:

- Support for teaching and learning
- Student support services

Each job family is made up of job profiles that typically describe the requirements of jobs at different grades, for example the level of responsibility the job holder will have and the skills required etc. and jobs will be matched to the appropriate level within the job family. Slotting and matching will be done by a panel of three Governors with the Head-teacher providing information as required. It has been agreed with the Authority that there can be a trade union observer present at the slotting and matching meeting for your school.

If you think a trade union observer at your school's slotting and matching would be appropriate please get in touch with us.

## **The Derbyshire Package**

We are expecting to receive the final version of the Derbyshire Package shortly. This will contain the terms and conditions of service for school support staff. We will review this carefully and thoroughly and together with other trade unions discuss any issues arising from this with the Authority and of course with you as members.

The issues on which we have still not reached agreement with the Authority remain, specifically pay protection and the loss of earnings for school based staff whose contract is reduced from 52 weeks to 39 weeks. The Authority's position remains the same; it will only offer two years pay protection and it will only cover changes to basic pay. We continue to work with the other trade unions to reach agreement on these issues.

## **Appeals**

There will be an appeal's process as part of the implementation of single status. The grounds for appeal and the appeal process have yet to be agreed between the Authority and the trade unions. It will however be in place by the implementation date of 1<sup>st</sup> March 2014.

## **What happens now?**

Once we have reviewed the offer from the Authority GMB will ballot our members in the autumn and ask them if they wish to accept or decline the offer. The other trade unions involved in this process will follow their own procedures to seek the approval or otherwise of their members.

Only those school support staff that are members of a trade union will be eligible to vote in a ballot on accepting or declining the offer made by the Authority so it is important that anyone not in the GMB is encouraged to join. If you know colleagues who are not in the GMB please pass the joining form on the back of this newsletter to them and encourage them to consider joining. Membership for school support staff is only £1.55 per week.

**We will continue to negotiate with the Local Authority. We believe that the only way to influence the outcome of all issues in respect of Single Status is to continue a dialogue with the Authority so we can achieve the best outcome for our members.**

We will be visiting schools in your area week beginning 8<sup>th</sup> July to consult with members. If we are not coming to your school and you would like a visit at any time please contact the Chesterfield office on 01246 234383 and we will arrange to come to your school.

## **Contact Details**

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## Do we have your correct contact details?

As we approach the final stages of the Single Status negotiations it is important that we have your correct contact details to ensure that you receive information in respect of the process and particularly your ballot papers.

If your details have changed recently please provide us with your new information on the pro-forma below.

**Name:**

**Membership Number:**

**Address:**

**Telephone Number:**

**Mobile Number:**

**E-mail Address:**

**Please return to: GMB, 34 Glumangate, Chesterfield, Derbyshire, S40 1TX**

Listed below are just some of the benefits associated with being a member of the GMB. Tell your colleagues about them – they can use the application form overleaf to join.

## Benefits & Services

- **WORKPLACE REPRESENTATION**
- **LEGAL ASSISTANCE/CONTRACTS**
- **EXTENDED LEGAL SERVICES**
- **FREE WILL SERVICE**
- **WEEKLY ACCIDENT BENEFIT**
- **CONVALESCENT FACILITIES**
- **HOLIDAY CLUB DISCOUNTS**
- **TRAVEL INSURANCE**
- **PENSIONS ADVICE**
- **SAVINGS & INVESTMENTS**
- **MORTGAGES**
- **LIFE ASSURANCE**
- **HOME & CONTENTS INSURANCE**
- **FUNERAL BENEFIT**