

<b>REGRADING POLICY</b>	
<b>Background</b>	<p>The Grading Review Policy and Guidance is in the early stages of its review. The Moray Council in accordance with the National Conditions of Service for SJC employees, the Council aims to ensure that the pay and grading of jobs is fair and non-discriminatory.</p> <p>The key legislation in connection with this policy is :</p> <p>National Conditions of Service for SJC employee Equality Act 2010</p> <p>Benchmarking against a number of other Local Authorities, along with general research into best practice has been carried out.</p> <p>The policy and guidance is in line with current practices but some clarity around some aspects would be beneficial.</p>
<b>Findings</b>	<p>Suggested amendments/additions to the Regrading Policy / Guidance include:</p> <ul style="list-style-type: none"> <li>• Para 4 include line to inform that DAR is not required where new posts and grading has been agreed at Full Council.</li> <li>• Para 6 include text to inform who makes up a panel and what they do.</li> <li>• Para 16 refer to GDPR.</li> <li>• Include links to relevant documentation – Questionnaire and Appeal Form.</li> </ul> <p>It is therefore recommended that a low level review of the Regrading Policy is completed.</p>
<b>Implications</b>	<p>The above changes would improve the clarity and use of the application for those who require to follow the policy and guidance.</p>
<b>Summary</b>	<p>In order to move forward with reviewing this Policy, the Personnel Forum are asked to consider the suggested amendments/additions above.</p>