

**To: The Chair of the Probation Board
The Chief of the Probation Board
(Copy enclosed for the Head of Human Resources)
The Secretary of the Probation Board
The Treasurer of the Probation Board
Members of the National Negotiating Council**

25th April 2007

NNC CIRCULAR NO.5/2007

Dear Colleague

NNC JOB EVALUATION - CONSISTENCY AND APPEALS

Consistency

A number of issues concerning procedure and governance were raised at the recent meeting of the joint national NNC Pay Modernisation Implementation Steering Group. In particular, discussions have taken place about:

- National consistency in relation to the pay bands to which staff have been assigned at the conclusion of the appeal processes;
- National consistency in relation to the matching / evaluation of staff to pay band 1;
- National consistency in relation to the matching / evaluation of staff in approved premises; and
- How an equal pay review should be undertaken.

The NNC Pay Modernisation Implementation Steering Group is adamant that the Job Evaluation exercise should retain its integrity through to the very end of the process. Consequently, the Steering Group is discussing the potential for a set of consistency checks, covering the points raised above – plus any further issues that arise in the intervening period. Any consistency checking process will be agreed by the NNC.

It is also proposed to carry out a detailed gender equal pay review at the end of the first quarter of the new financial year, together with top level ethnicity and disability equal pay reviews. These reviews may identify some additional consistency issues.

The precise nature and scope of these reviews will be developed and agreed by the NNC and we will inform all parties of the outcomes of these discussions.

Appeals

On the question of the appeals, the attachments to this letter set out the appropriate section of the Job Evaluation User Guide (Section II), together with further guidance on specific points. In the meantime, any pressing issues concerning the appeals process should be addressed via the appropriate Employer or Trade Union representatives.

Yours sincerely

Christine Lawrie
Judy McKnight

Joint Secretaries