

CITY COLLEGE PETERBOROUGH

CHANGE OF PAY STRUCTURE FOR TUTORS AND ASSESSORS

OUTCOMES OF CONSULTATION

Consultation Process

The consultation process commenced on 20th January 2010 with a meeting with Unison. ATL was also informed and their views sought. Three meetings were arranged for staff, at different venues and at different times so that all had the opportunity to attend. Each member of staff affected by the proposals also had an individual meeting with their line manager to provide the detail for their individual circumstance.

A 'frequently asked questions' document was provided to line managers to provide information on questions that had been raised during the open consultation meetings.

Outcomes of consultation

Feedback on the overall rationale and principles of the career grade scheme was very positive. Staff agreed that a clear structure that rewards qualifications and puts in place a clear career ladder gives them better opportunities to progress. The union response was similarly enthusiastic, recognising the career development opportunities that the scheme introduces.

Several common themes emerged during the consultation period that required further review and response:

- a. The addition of a grade in the assessor structure that recognises the first year of the DTTLS course as equivalent to a CTTLS qualification
- b. The date to which the new salary levels should be backdated
- c. It was felt that, in some cases, some specialist subject knowledge was not fully reflected in the salary structure.
- d. A concern that experience and ability should be reflected in the grading and rewards.
- e. If a new tutor or assessor was recruited, might they be on the same or higher scale as an existing member of staff?

In discussion with HR, the following amendments to the scheme have been made:

- a. For assessors who are already within the scale 21-25 range, they would increase their scale by 1 point when they satisfactorily complete the first year of the DTTLS qualification, which is equivalent to CTTLS.

- b. A revised date for backdating is proposed. This should be the date at which this group was removed from the JE process: 1 April 2009.

It was felt that the following points did not require any amendments to be made to the scheme:

- c. No alterations have been made to reflect specialist subject knowledge in the varying roles within the overall tutor or assessor job descriptions as these form part of the person specification for each individual role.
- d. This is a City Council salary scheme that pays a rate for the job and the relevant qualifications. It is not a performance related pay scheme.
- e. Normally a new starter would start on the bottom point within the appropriate scale, but there is the possibility that a new starter could be brought in at a higher point if market conditions require it. The top point of the scale is the same for everyone on that scale.

A number of further points were raised by individuals regarding their particular circumstances and responses to these points have been provided to their line managers for individual feedback discussions. In a small number of instances, information provided to individuals based on their recorded qualifications was found to be incorrect and these have now been corrected and the individuals informed.

Next steps

Inform the Unions and staff of the outcomes of consultation by 18th March 2010.
Gain agreement to the proposals at the Employment Committee meeting on 18th March 2010.

Implement the scheme for staff from March 2010 backdated to 1 April 2009.