

BLOCKED LOCAL MATCHING/ EVALUATION / CONSISTENCY CHECKING PROTOCOL (ENGLAND)

1. Where the parties within an employing organisation (Management and Staff Side) have been unable conclude the matching and/or evaluation or consistency checking process locally for any post or group of posts, either of the parties may approach the Strategic Health Authority (SHA) Agenda for Change (AFC) Leads for assistance under this protocol.
2. If not resolved through initial discussion with the AFC Leads and if the situation is agreed to be genuinely intractable, arrangements will be made for a meeting of the interested parties. (that may on occasions have to be by video or telephone conference). The directly interested party/parties will be asked by the AFC Leads to submit relevant documentation (job descriptions, matching/evaluation outcomes, consistency checking records).
3. If the issues are not resolved through the meeting of the parties, then the AFC Leads shall establish a panel to undertake matching or evaluation or consistency checking of the job or group of jobs
4. The panel will be drawn from a pool of matching and evaluation panelists drawn in equal numbers from the management and staff side that has previously been agreed by the Staff Council. The panel will not include panelists from the Trusts within the same SHA area .
5. All panelists will be qualified and experienced in both matching and/or evaluation processes. In addition, the panel will be assisted by an independent job evaluation expert.
6. The membership of the panel will be the subject of consultation with all the relevant parties so that there is consensus and confidence in the process and those participating in it.
7. Arrangements for the convening and meeting of the panel will be made by the SHA and the costs met by them. Similarly, the same bodies shall be responsible for the notification of the outcome of the matching or evaluation process.
8. Exceptionally, for example if matters emerge from this process that would benefit from national advice, the matters may be referred to the Staff Council Executive for consideration who may in turn, at their discretion, seek advice from JEG
9. In the event that a post holder/s ask for the outcome to be reviewed, the AFC Leads shall refer the review to another panel convened in accordance with the process described in paragraphs 4 and 5
10. All outcomes shall be the subject of consistency checking in accordance with the process described in the Job Evaluation Handbook.
11. AFC Leads may also convene consistency checking panels in the event of inconsistent outcomes being unresolved by local processes.

12. The arrangements for consistently checking will be the same as those for matching/evaluation as described in paragraphs 4 to 8 of this protocol.
13. Following consistency checking the outcome will be implemented by the organisation.

NB 'AFC LEADS' refers to the Management and Staff Side Leads at SHAs

Staff Council Executive
9th May 2006