

EQUAL PAY MONITORING & ADVISORY GROUP
A TASK AND FINISH GROUP OF THE SCHOOLS FORUM

Terms of Reference

1. CONTEXT

In the Autumn of 2007 the Head of Internal Audit, reporting to a Review Group established for the purpose, undertook a review of the process and outcomes of the job evaluation programme in respect of schools, with a particular focus on communications. A report went to the Schools Forum on 11 January 2008 and DCC's Executive on 26 February. One outcome was a proposal to establish a monitoring group.

2. PURPOSE OF GROUP

To act as the interface between the local authority and schools on matters relating to the equal pay agreement which introduced the Job Evaluation format.

3. MEMBERSHIP OF GROUP

- representatives of each of the Headteacher Associations and the Devon Association of Governors (school reps x 4);
- representatives drawn from Children and Young People's Services, Personnel and Performance, Finance, IT and Trading, and a convening and servicing officer (DCC reps x 4);
- the Unison Schools Convenor.

4. PRINCIPAL OBJECTIVES

- 4.1 To provide a firm basis for effective communications between DCC and schools, ensuring wider debate and information-sharing is stimulated as appropriate.
- 4.2 To refer to the group any job evaluation issues experienced by schools or DCC.
- 4.3 To review impact, disseminating any trend data that might assist medium term financial planning.
- 4.4 To refer to the Schools Forum/Executive any major concerns that cannot be resolved.
- 4.5 To keep under review the proposed national support structure for schools.

5. WORKING PRACTICE

- 5.1 DCC will service the group, convening meetings and distributing papers in advance of the meeting.
- 5.2 The group will convene as required, adopting a 'task and finish' approach to specific issues.
- 5.3 The group cannot make decisions but will influence ongoing practice through appropriate routes, principally the Schools Forum.
- 5.4 Chair of Group, Director of Learning and Schools.