

OFFICER DECISION RECORD 2 FORM

This form should be used to record Officer Decisions which have a financial impact (income/expenditure) between £25k - £100k.

Decision Reference No: CR/564/07/22

BOX 1 - DIRECTORATE: Corporate Resources **DATE:** 22/07/22
Contact Name: Julie Murphy **Tel. No.:** 01302 737618
Subject Matter: Re-procurement of GPLC Job Evaluation System

BOX 2 – DECISION TAKEN

HROD continue to assist service area / managers with Job Profiling but we established we still need the GLPC job evaluation system as without the job evaluation process, new jobs would not be equal pay proof and defensible if challenged. We would then be open to equal pay claims but not have a scheme to be able to defend them

Zellis remain the only supplier of the fully electronic system currently in use meaning we can't call off from a 3rd party framework for this element. We therefore need to make a direct award to Zellis.

Initially we wanted to award the next contract for up to a 4 years (28/08/22 – 27/08/26) to remove the need for unnecessary and time consuming procurement exercises but still be in line with contract rules. However, due to more attractive pricing given by Zellis, we are awarding a longer term contract to run from 28/08/22 to 27/08/27. Given there have been no new suppliers of this system in the last 10years+, it is unlikely there will be any new suppliers on the market by 2027. Awarding this contract will generate a lower annual charge which in time will save the Council £2,239 per year (equating to £11,195 over the 5 years) when compared to pricing for 3 years.

NOTE:

- TGB approval was granted at the April 2022 TBG meeting (the request was for a system we already have in place).
- A contract waiver (for the direct award) was approved on 07/06/22
- A DPIA is not required as data relates to job roles and not person.

BOX 3 - REASON FOR DECISION

Please refer to details given in Box 2

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:

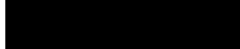
- We considered who SLH contract with (Pilat – Guage software) but as that is for a completely different JE scheme (NJC), using this provider is not an option.
 - NJC is better for certain types of roles whereas GLPC is better for other types of role e.g. care sector etc.
- We reviewed the Digital Market Place Framework and open market place to establish if there are any other supplier able to provide the fully electronic system for the GLPC JE scheme the council uses but there were none identified.
Other actions taken:
 - We looked at what Turning Point HR Solutions (Orbit system) could provide: <https://www.turningpointhr.com/software/orbit-eval/>
However, on further inspection, this does not fit our needs / wants. It merely ranks posts and does not do grading / banding / grades etc. so this would require detailed system set up which would be both costly and time consuming. The Zellis' system is already set up with our conventions and our grading structure and Analysts can do it all from start to finish, requiring no 3rd party consultants.
- Adopting a different JE scheme that other suppliers could provide software for has been discounted as this would result in at least the following:
 - All job roles requiring re-evaluation
 - New grade banding
 - Union negotiations
 - Potential for employees to be downgraded / upgraded.

BOX 4 - BACKGROUND PAPERS

None

BOX 5 - INFORMATION NOT FOR PUBLICATION:

N/A - contractual information will be included on contract register available to the public

Name: Julie Murphy **Signature:**  **Date** 22/07/22
Signature of FOI Lead Officer for service area where ODR originates

BOX 6 - AUTHORISATION:

Name: J. G. Parker **Signature:**  **Date:** 27/07/22

Assistant Director of HR & Communications

Does this decision require authorisation by the Chief Financial Officer or other Officer? NO If yes please authorise below:

Name: _____ **Signature:** _____ **Date:** _____

Chief Executive/Director/Assistant Director of _____

Consultation with Relevant Member(s) N/A

Name: _____ **Signature:** _____ **Date:** _____

Designation _____

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

Declaration of Interest: YES/NO If YES please give details below:

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE
IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION**

Once completed a PDF copy of this form along with any relevant background papers should be forwarded to Governance Services at Ladem@doncaster.gov.uk who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.