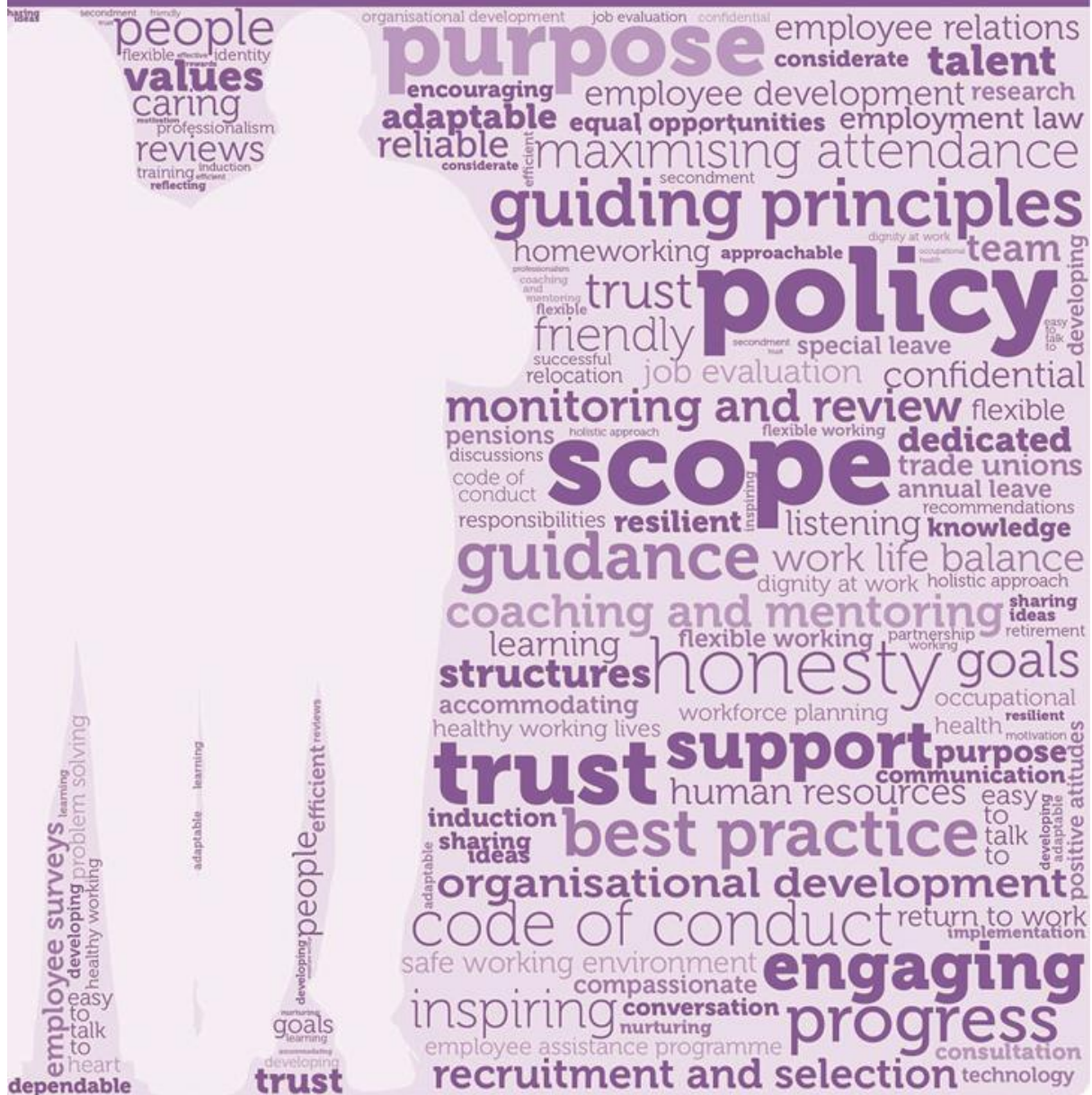


# Equal Pay Policy Statement



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# Equal Pay Policy Statement

## 1. Purpose

Historically, women were often paid less than men for doing the same work. Equal pay legislation has been in force for over 40 years. It gives the right for men and women to be paid the same for the same, or equivalent, work. Equal pay covers contractual pay and non-cash contractual benefits. The law gives a woman the right to the same pay as a man (and vice-versa) for the following:

- **Like work** - two employees who are doing the same or very similar roles.
- **Work rated as equivalent**- two employees could be carrying out totally different jobs, but they have been given the same rating as the result of an analytical job evaluation scheme.
- **Work of equal value**- is when there are two jobs that are very different, but the employee claims that they require a similar level of skill and ability. For example, a female cook comparing her work to that of painters, insulation engineers and joiners who work for the same organisation.

Equal pay is often, but not exclusively, a gender issue. Under the Equality Act (2010) equal pay protection has been extended to all other protected characteristics (race, religion or belief, age, marriage and civil partnership pregnancy and maternity, sexual orientation, gender reassignment or disability).

## 2. Scope

This applies to all workers who work for the Care Inspectorate.

## 3. Guiding principles

- We are committed to providing and promoting equal opportunities for all employees regardless of sex, race, religion or belief, age, marriage and civil partnership, pregnancy and maternity, sexual orientation, gender reassignment or disability.
- All employees will receive equal pay for work of equal value.
- Pay and reward systems are transparent, based on objective criteria (using job evaluation) and free from bias in relation to all aspects of equalities.
- We will work with our recognised trade unions to ensure equality within our reward system.
- We will consult internally with staff through our consultation and engagement networks.
- We will regularly review our pay and reward system and act where necessary to eliminate any discrimination.
- Details of any complaints regarding equal pay will be retained confidentially for monitoring purposes.

- We will comply with our reporting requirements under the Public Sector Equality Duty.

#### **4. Monitoring and review**

The Head of Organisational and Workforce Development and the Partnership Forum are responsible for monitoring and implementing this equal pay statement. We will review this every three years (or earlier if required) making amendments as appropriate in consultation with the Partnership Forum.

#### **5. Responsibilities**

Care Inspectorate responsibilities:

- Monitoring and reporting on areas of occupational segregation (both horizontal and vertical) in terms of pay practices on the roles, levels and distribution across the organisation in relation to the protected characteristics of disability, race and sex.
- Providing equal pay guidance for all managers who are involved in recruitment and selection.
- Evaluating job roles and pay grades, where appropriate.
- Negotiating terms and conditions of employment that are covered by collective agreements with the recognised trade unions through the Partnership Forum.
- Carrying out an annual audit of pay and benefits for all new and existing employees (including those on adoption leave, maternity leave, sick leave and career breaks).
- Following each annual equal pay audit, the Executive Director of Corporate & Customer Services will review the findings and provide feedback to the recognised trade unions.
- All people management policies are subject to an equality impact assessment.

Employee responsibilities:

- If you believe that you are not being paid equally to another employee of the opposite sex for the same or similar work, for work rated as equivalent (following a job evaluation scheme) or for work of equal value, you should raise your concerns informally with your line manager or contact Human Resources for advice.
- If an informal discussion does not resolve the matter, you can choose to raise a grievance.

#### **Relevant legislation and guidance**

- The Equal Pay Act (1970)
- The Employment Rights Act (1996)
- Equality Act (2010)

## Policy Audit

Title	Partnership Forum Approval Date	Version Control	Change (and reason)	Date of change	Version Control
Equal Pay Statement	October 2015	V1.0	<ul style="list-style-type: none"> <li>• Changed OD references to HR.</li> <li>• Changed Head of organisational &amp; Workforce Development's job title</li> <li>• Changed Executive Director of Corporate &amp; Customer Services</li> </ul>	June 2019	V.1.1
Equal Pay Statement	October 2015	V1.1.	<ul style="list-style-type: none"> <li>• Included "act where necessary" to show we will act if we identify from our review that there is potentially discrimination.</li> <li>• Added reference to occupational segregation and protected characteristics of disability, race and sex.</li> <li>• Changed Human Resource policies to people management policies.</li> </ul>	October 2019	V1.2