

## **EAST AYRSHIRE COUNCIL**

### **EQUAL PAY POLICY STATEMENT 2021**

#### **INTRODUCTION**

1. This Equal Pay Policy Statement sets out how the Council will comply with the legal duties set out in the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.
2. In developing this Policy Statement account has been taken of the Guidance published by the Equality and Human Rights Commission.
3. The Council's commitment to ensuring equal pay is underpinned by its understanding of the legislative requirements applying to this area of activity and by a further commitment to ensure that it contributes as appropriate through the relevant national negotiating bodies to the pursuit of equal pay in the nationally agreed pay arrangements.

#### **OBJECTIVES**

4. The Council's equal pay objectives are to:-
  - ensure that any unfair, unjust or unlawful practices that impact on pay are eliminated;
  - ensure that its pay arrangements remain free from bias; and
  - take appropriate remedial action to address any elements of the pay arrangements that may be unfair, unjust or unlawful.

#### **SCOPE OF THE EQUAL PAY POLICY STATEMENT**

5. The four key areas covered by the Policy Statement are:-

##### **Pay Arrangements**

6. The Council's workforce comprises four employee groups whose pay and conditions of service are set in different ways and under different national negotiating arrangements. These are as follows:-
  - Scottish Joint Council for Local Government Employees;
  - Scottish Negotiating Committee for Teachers;
  - Scottish Joint Council for Craft Operatives; and
  - Scottish Joint Negotiating Committee for Local Authorities Services (Chief Officials).
7. These national negotiating bodies reach various agreements which are binding on employing authorities but are augmented by local agreements in respect of a range of matters principally but not solely conditions of service.

8. The Local Government Employee and Craft Operative workgroups are covered by a pay and grading scheme which uses a formal job evaluation scheme which has been agreed at national level and the results of which were subject to an equality impact assessment at local level. The pay system for teachers is as set out in the Handbook of Conditions of Service as agreed by the Scottish Negotiating Committee for Teachers.

### **Occupational Segregation**

9. In certain areas the Council's workforce displays elements of occupational segregation. Equal Pay Audits will report on the extent of occupational segregation and actions will be identified with the intention of reducing the level of occupational segregation where it occurs.

### **Barriers to Career Progression**

10. The Council has in place learning and development arrangements which amongst other things contribute to the career development and progression of employees.
11. The Council will ensure that its various learning and development arrangements continue to assist employees to develop their careers and it will do this by ensuring that account is taken of any barriers that employees may face in this regard. Specifically the FaceTime process for Local Government Employees and the Performance Review and Development arrangements for Teachers will be audited and monitored to ensure it remains effective and contributes positively to career development and progression.

### **Caring Responsibilities**

12. The Council recognises the impact that caring responsibilities can have for individuals particularly women and has in place a well-established Work Life Balance Programme including:-
  - Flexible Working Hours;
  - Term-time working;
  - Compressed hours;
  - Career breaks;
  - Home working;
  - Child Care Vouchers;
  - Special Leave to cover emergencies.
13. The above provisions are kept under review to ensure that they remain effective and relevant and where evidence, legislation or operational requirements suggest that amendments are required that these amendments are implemented appropriately.

## **TRANSPARENCY AND COMMUNICATION**

14. The Council will ensure that all employees of the Council are aware of the arrangements for setting their pay and remuneration. This will be undertaken through the established joint consultation arrangements with the Trade Unions and by publicity through the Council's intranet, in-house publications and relevant PER and Teach Circulars.

## **INFORMATION GATHERING AND PUBLICATION**

15. The Council will, in addition to the statutory requirements set out in the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, gather and publish on an annual basis the following workforce information analysed by gender, race and disability:-
  - Pay hierarchy;
  - Job applications;
  - Promotion applications;
  - Discipline and Grievance Cases;
  - Learning and Development Opportunities; and
  - Exit interviews.

## **MONITORING ARRANGEMENTS**

16. The information gathered in Section 5.1 above will be reported to Cabinet, the Governance and Scrutiny Committee, the Central Joint Consultative Committee and the Local Negotiating Committee for Teachers.
17. In addition, management information relating to the workforce profile will be provided to the Corporate Management Team and Departmental Management Teams to ensure that they can take action in respect of any issues identified in the monitoring information.
18. Also, the information gathered through the monitoring arrangements will be published on the Council's Website and Intranet.

## **REVIEW OF EQUAL PAY POLICY STATEMENT**

19. This Equal Pay Policy Statement will be reviewed in accordance with the publication requirements set out in the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

**March 2021**