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Derbyshire Constabulary

EQUAL PAY POLICY

POLICY REFERENCE 06/108

This policy is suitable for Public Disclosure

Owner of Doc: Head of Department, Human Resources

Date Approved: September 2004

Review Date: July 2019

INDEX

Heading	Page No
1. Policy Identification Page	3
2. Legislative Compliance.....	4
3. Introduction.....	4
4. Policy Statement.....	4
5. Procedures.....	4
6. Monitoring and Review	5
7. Appeals.....	5

1. Policy Identification Page

Policy title:	Equal Pay Policy
Registry Reference number:	06/108

Policy implementation date:	September 2004
Policy review date:	July 2019

Department / Division responsible:	Human Resources		
Policy owner:	Head of Department		
Last reviewed by:	Ace Williams	Date last reviewed:	July 2016
Impacts on other policies / guidance / documents (<i>list</i>):			
Job Evaluation Protocol			

Security Classification: NOT PROTECTIVELY MARKED
Disclosable under FOI Act: YES
Policy to be published on Intranet: YES
Policy to be published on Force Website: YES

2. Legislative Compliance

This document has been drafted to comply with the principles of the Human Rights Act. Proportionality has been identified as the key to Human Rights compliance, this means striking a fair balance between the rights of the individual and those of the rest of the community. There must be a reasonable relationship between the aim to be achieved and the means used.

Equality and Diversity issues have also been considered to ensure compliance with the Equality Act 2010 and meet our legal obligation in relation to the equality duty. In addition, Data Protection, Freedom of Information and Health and Safety Issues have been considered. Adherence to this policy or procedure will therefore ensure compliance with all relevant legislation and internal policies.

3. Introduction

The Force and UNISON understand that equal pay between men and women is a legal right under both domestic and European law. It is in the interest of the organisation to ensure that the Force has a fair and just pay system for police staff. It is important that employees have confidence in the process of eliminating bias for all members of police staff. The Force is therefore committed to working in partnership with UNISON to take action to ensure that we provide equal pay for police staff.

4. Policy Statement

The management of Derbyshire Constabulary and UNISON are committed to the principle of equal pay for all members of police staff. The Force aims to eliminate any bias within pay systems. By eliminating any bias and ensuring that any reward system is fair and transparent, this will send a positive message to staff to improve moral and enhance efficiency. The Force aims to eliminate any unfair, unjust or unlawful practices that impact on pay. The Force will take remedial action where such practices are identified.

All staff involved in the setting of pay for police staff should be committed to and trained in the identification of discrimination in the pay process.

5. Procedures

To implement an equal pay review in line with guidance for all current police staff and starting pay for new staff (including those on maternity leave, career breaks or non-standard contracts) in partnership with UNISON.

To plan and implement any actions arising from the review, in partnership with UNISON.

The responsibility and accountability for the policy will be the Head of HR.

There will be provision of training and guidance for those involved in determining pay.

The Equal Pay Policy and protocols for job evaluation will be communicated to all staff. Decisions relating to job evaluation will be retained with the Data Collection documentation

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and on the job evaluation system, HR Progress. Data and decision will only be deleted should the job no longer be required as a police staff role.

The Force will respond to concerns on equal pay as a priority. One area of risk that has been identified is that of starting salaries, where there can be a risk of incremental 'drift'. The Force has adopted a formal system to ensure that where an enhanced starting salary is requested for a new member of staff, this is subject to certain criteria and is auditable.

The Force will monitor external markets, salary surveys and pay statistics annually in conjunction with UNISON.

6. Monitoring and Review

The monitoring and review of this policy is the responsibility of the Head of Department, Human Resources.

The policy will be monitored through pay surveys and analysis, quality assurance of the job evaluation scheme and regular salary reviews. The policy will be reviewed on a regular basis in line with legislation and codes of practice.

7. Appeals Process

The job evaluation protocol provides the avenue for staff to appeal against the grading of their role.

