

EQUAL POLICY STATEMENT

2015 - 2016



SURREY

1. Principles

- 1.1 Surrey County Council is committed to ensuring that its employment policies and practices comply with the requirements of the *Equal Pay Act 1970* and subsequent legislation.
- 1.2 The council supports the principle of equal opportunities in employment and believes, as part of that principle, that all staff should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value.
- 1.3 The practice of awarding pay fairly and equitably is in direct support of the council's duty and its policy of diversity and equality.

2. Policy Implementation

- 2.1 In order to show commitment to equal pay in practice, the Council:-
 - Has adopted a locally determined single status pay scheme known as Surrey Pay.
 - Uses the Hay Job Evaluation Scheme to underpin the fair application of Surrey Pay.
 - Will discuss and agree equal pay matters with Trade Unions and in partnership with the workforce.
 - Will provide training and guidance for managers and supervisory staff involved in taking decisions about pay and benefits.
 - Will carry out regular audits to monitor the impact of its pay practices.
- 2.2 The principles outlined in this Statement are incorporated into the following employment policies :-
 - Reward.
 - Ending Bullying, Harassment and Discrimination.
 - Contracts of Employment.
 - Equal Opportunities in Employment.

3. Application

- 3.1 This statement of policy applies to all workers regardless of full or part-time status, casual or temporary contract or length of service.
- 3.2 Pay in this context includes, in addition to base pay, acting-up payments, allowances, pensions, market supplements, recognition awards and sick pay as well as voluntary benefits and other non-financial benefits such as vocational training.

4. Complaints

- 4.1 Any complaint about a breach of equal pay policy should, in the first instance, be made to the relevant line manager. If these informal approaches do not satisfy the employee the complaint may be dealt with through the council's Grievance Procedure.
- 4.2 The council will work in partnership with the recognised Trade Unions to find resolutions to any legitimate concerns regarding equal pay.

5. Monitoring

- 5.1 The Human Resources Leadership Team will review equal pay audit findings. Statistical information and trends (including the incidence and type of complaints) will be reviewed annually.

6. Responsibilities

- 6.1 All decisions on pay and terms and conditions are made by the People, Performance and Development Committee (PPDC) which acts as the council's Remuneration Committee under delegated powers, in accordance with the constitution of the County Council.
- 6.1 The Chief Executive has ultimate responsibility for ensuring that employees are treated fairly and equally under the council's equal pay policy. In practice, this responsibility will be discharged through the Human Resources Leadership Team.
- 6.2 Line Managers and the Chairs of selection panels have specific responsibilities for ensuring fair application of all pay related policies.