



Equal Pay Policy Statement

1. Equal Pay Statement

Orkney Islands Council believes in equal opportunities in employment and is committed to the fundamental principle that procedures to determine the pay and conditions of employment of all our employees should not discriminate unlawfully and are free from bias. The Council understands that the right to equal pay is a legal right under both domestic and European law. We recognise that in order to achieve equitable pay, we will operate a pay system which is transparent and based on objective criteria.

The Council will work with Trade Unions to develop fair and non-discriminatory pay and progression systems which are understood and accepted by employees and by the managers who operate the system. All aspects of the pay package will be reviewed and monitored regularly to ensure it delivers equal pay. Any pay inequalities identified which cannot be justified will be eliminated.

2. Objectives

- Eliminate any unfair, unjust or unlawful practices that impact on pay.
- Take appropriate remedial action where required.

3. Action to Implement Policy

Orkney Islands Council is committed to equal pay in practice and will continue to:

- Review existing pay and conditions systems in operation and plan and implement appropriate actions in partnership with the recognised trade unions.
- Implement transparent pay and conditions packages ensuring relevant information is available to employees.
- Provide training and guidance for managers and supervisory staff involved in decisions about pay and benefits.
- Undertake regular monitoring to examine our existing and future pay practices for all our employees.
- Respond to grievances on equal pay timeously, openly and fairly in accordance with the Council's Grievance procedure.

4. Equal Pay claims

Issues relating to equal pay should, in the first instance, be raised with the relevant line manager. If these informal approaches do not satisfy the employee, the equal pay issue may be dealt with through the existing Grievance procedures.

5. Responsibilities

The Council, Chief Executive, Directors, other Chief Officials, and Heads of Service all have a responsibility for ensuring that employees are treated equally. Managers and Selection Panel Chairs have an additional responsibility to ensure that initial starting salaries are consistent with this policy.

Orkney Islands Council.

April 2017.