

Human Resources Policy Statement HRPS29

May 2013

EQUAL PAY POLICY

General Statement of Equal Pay Policy

1. Middlesex University is committed to the principle of equal pay for work of equal value for all of its employees and understands that equal pay between men and women is a legal right under both UK and European law.

It is in the interest of the University to ensure that it has a fair and just pay system which is transparent and is based on objective criteria. As good business practice and to reflect its core values the University is committed to taking action to ensure that it provides equal pay for like work and work of equal value, regardless of someone's gender, race or disability.

The University believes that in eliminating bias in our pay system it is sending a positive message to our staff, students and the wider community. It makes good business sense to have a fair, transparent pay system and it helps us to control costs. The University recognises that avoiding unfair discrimination will improve morale and enhance efficiency.

Definitions

2. For the purpose of this policy and in line with relevant legislation, pay is defined as:
"The ordinary basic or minimum wage or salary and any other consideration, whether in cash or kind, which the employee receives directly or indirectly, in respect of his/her employment from his/her employer."

Pay therefore, includes pensions, bonuses, and sick pay as well as other benefits of monetary value.

"Like work" is defined as work which is the same or broadly similar.

"Work of equal value" is defined as work which is of broadly equal value when compared under headings such as effort, skill and decisions.

Objectives

3. Our objectives are to promote good practice by:
 - Eliminating any unfair, unjust or unlawful practices that impact on pay
 - Taking appropriate remedial action
 - Reviewing other University policies (such as Recruitment and Selection, Promotion, Market Supplements etc) to ensure consistency with Equal Pay Principles.
4. The University will:
 - Implement regular equal pay reviews in line with EOC guidance for all core staff
 - Monitor starting pay for new staff
 - Assess and review the findings of the equal pay review and take action where necessary
 - Plan and implement actions
 - Provide training and guidance for those involved in determining pay
 - Inform employees of how these practices work and how their own pay is determined
 - Respond to grievances on equal pay as a priority
 - Monitor pay statistics regularly

Complaints

5. Complaints or enquiries about the lack of equal pay should, in the first instance, be made to the relevant line manager, Head of Service, or Dean. If however, the member of staff feels that this is inappropriate he/she may contact Human Resource Services, who will deal with the enquiry confidentially. If these informal approaches do not satisfy the employee the employee may submit an Equal Pay Questionnaire to Human Resource Services.

A questionnaire may be downloaded from:

[Process for complaints under the Equality Act 2010 | Home Office](#)

If the employee is not satisfied with the response to the questionnaire they may follow the [University Grievance Procedure](#)

6. Other useful web-sites:

[EHRC- advice and guidance](#)

[UNISON advice and guidance](#)

This Policy was approved by the Executive on 15 May 2004. Policy updated in May 2013.