



EQUAL PAY STATEMENT REPORT ON PROGRESS

September 2010



1. Introduction

1.1 Kilmarnock College is committed to promoting equality and celebrating diversity as set out in the Strategic Plan 2009-2012. The College also recognises its legal responsibilities in respect of Equal Pay as detailed within the Equal Pay Act 1970 and requirements of the gender equality duty introduced in the Equality Act 2006. The Gender Equality Duty amended the provisions of the Sex Discrimination Act 1975 and means that public bodies have a specific duty to have 'due regard' for the need to:

- Eliminate unlawful sex discrimination and harassment;
- Promote equality of opportunity between men and women.

1.2 In Scotland, public bodies with at least 150 full time equivalent (FTE) staff, must publish an equal pay policy statement, and report on this every 3 years. In September 2010, Kilmarnock College had 272.28 FTE staff. The College's equal pay statement is published on the website. This report constitutes the College's first report on the College's progress in relation to Equal Pay.

1.3 This report sets out the action taken by the College since the original Equal pay Statement was published in 2007. The principle of Equal Pay applies to all employees of Kilmarnock College regardless of full, part-time, fixed term or permanent contractual status or length of service.

1.4 It is in the College's interest and best practice to operate a pay system which is transparent and is based on objective criteria. The College is committed to act always to ensure that equal pay is in place for like work, work rated as equivalent and work of equal value.

1.5 The College believes firmly that in eliminating bias from pay systems it is promoting positive relations amongst staff, students and the wider community.

2. Job Evaluation

2.1 In order to ensure that the College had a robust procedure to ensure equal pay for like work, work rated as equivalent and work of equal value, a tendering exercise was carried out in 2009 to procure a system for job evaluation, pay modelling and equal pay auditing. NorthgateArinso emerged as the successful tenderer and the contracts were finalised in June 2009.

2.2 During 2009 the College also carried out a review of all service areas, and as a result of this, around 50 roles were redesigned or new posts developed. All posts associated with the organisational review were subject to job evaluation, and this exercise was carried out by NorthgateArinso, as the College was unable to deliver this project in house at that time.

All staff affected by this process were advised that the job evaluation outcomes, grades and salaries associated with the initial phase would be subject to a further round of job evaluation during 2010.

- 2.3 The College commenced a programme of job evaluation for all posts in December 2009. A structure and associated policies and procedures were developed in order to support the management of the job evaluation exercise and awareness raising sessions were held for staff. All job descriptions were requested by January 2010 and 9 staff from across the College were selected, following expressions of interest, to receive training on the job evaluation process in order to carry out the evaluation exercise.
- 2.4 Job evaluation commenced in February 2010 and all posts were evaluated and the results consistency checked by the end of April 2010. The Job Evaluation Implementation Group confirmed the final outcomes at a meeting on 17 May 2010.
- 2.5 During March 2010, 4 staff received training on the pay modelling software, and a programme of modelling alternative pay structures commenced in April 2010.
- 2.7 The Job Evaluation Steering Group ratified a new pay structure and job evaluation outcomes in August 2010. A period of negotiation and consultation with the College's trade unions commenced in August 2010. The new salary structure and job evaluation outcomes will be implemented for all staff on 1 November 2010. An appeals process will be available for all staff from this date and it is anticipated that all appeals will be concluded by the end of 2010.

3. Equal Pay Audit

- 3.1 In order to further validate the job evaluation process and outcomes, an equal pay audit will be undertaken in 2011. The programme of job evaluation highlighted a small number of equal pay issues across the College, which have been addressed. It is anticipated that the equal pay audit will confirm that there are no equal pay issues in relation to particular staff groups.

4. Further Actions

- 4.1 The College will continue to work with its recognised trade unions through the Joint Negotiating Committees and Joint Consultative Committee to provide fair and consistent pay arrangements for all staff.

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September 2010