

Pay and Reward Policy

1 INTRODUCTION

This policy is discretionary in nature. Whilst the University expects its employees to comply with this policy, it does not confer contractual rights or form part of any contract of employment and may be amended by the University or replaced at any time.

This policy will be reviewed by the Human Resources department on a 3 year basis or amended in response to changes in future legislation and/or case law.

2 OWNERSHIP

The Human Resources department owns and manages this policy on behalf of The University of Northampton.

3 ORGANISATIONAL SCOPE

This Pay and Reward policy is a corporate policy and applies to all employees of The University of Northampton subject to any qualifying conditions. It does not apply directly to contractors or agency workers.

4 POLICY STATEMENT

- 4.1 The University values the contribution its employees make toward its success. In order to remunerate its employees appropriately and fairly the University will operate a pay and reward system which is transparent, based on objective criteria and free from unlawful bias.

- 4.2 The pay and reward system will also support the strategic objectives of the University (by supporting flexible working patterns), enabling the University to recruit, retain and reward a high calibre of employees and enhance its reputation as an employer.
- 4.3 This policy incorporates all aspects of remuneration, not just pay.
- 4.4 The University is committed to the principle of equal opportunities in employment and believes that pay and conditions of employment should be awarded fairly and equitably for doing like work or work rated as equivalent, irrespective of gender, race, disability, age, nationality, religion, creed, political beliefs, sexual orientation, trade union membership, full or part-time working or other irrelevant distinction that may cause disadvantage or unfair discrimination.
- 4.5 To assist with determining equal pay for work of equal value the University has already implemented a job evaluation scheme and will continue to use the HERA (Higher Education Role Analysis) system. The University will carry out regular Equal Pay Reviews to monitor the impact of pay and reward practices.¹

5 DEFINITIONS

Pay - 'the ordinary basic or minimum wage or salary and any other consideration, whether in cash or kind, which the worker receives directly or indirectly, in respect of his or her employment from his or her employer' (Article 119 of the Treaty of Rome);

Like work - work which is the same or broadly similar;

Work rated as equivalent - work which has achieved the same or a similar number of points under a job evaluation scheme;

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

¹ Equal Pay Reviews to be carried out every 3 years

6 ASSOCIATED DOCUMENTS

The Employment Act 2002

The Equality Act 2010

National Minimum Wage and Living Wage

The Occupational Pensions Schemes (Equal Treatment) (Amendment) Regulations 2005

The University of Northampton Pay Framework Agreement

The University of Northampton Recruitment and Retention Supplements Policy

The University of Northampton Honoraria guidance

The University of Northampton Maternity Leave Policy and Procedure

The University of Northampton Adoption Leave Policy and Procedure

The University of Northampton Shared Parental Leave Policy and Procedure

The University of Northampton Paternity Leave Policy and Procedure

The University of Northampton Role Grading Procedure (HERA)

The University of Northampton Overtime Procedure

The University of Northampton Absence Management Policy and Procedure

The University of Northampton Time Off and Special Leave Policy and Procedure

The University of Northampton Starting Salaries Procedure

The University of Northampton Lecturer to Senior Lecturer Progression Guidance

The University of Northampton Job Share Policy

7 EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment must accompany this document.

10 VERSION CONTROL

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