

## MPA equal pay audit 2007 – Summary of Recommendations and Implementation Plan

### Recommendation 1

Due to a number of inconsistencies between job evaluation scoring and subsequent grading the following actions are recommended:

No	Recommendation	Status
1A	The MPA conducts a 'sorethumbing' exercise to QA the current job evaluation scores for the anomalous roles.	<b>Completed</b> Hay has conducted a QA of the evaluation scores for the roles in question.
1B	The MPA reviews and clarifies the current 'points to grades' boundaries for each grade and reviews its processes for slotting jobs into grades according to their Hay points score.	<b>Completed</b> Proposals have been prepared and approved by SMT. These will be discussed with the PCS as a part of the current pay negotiations.
1C	The MPA ensures that the anomalous roles are allocated to the correct grade and takes any action to ensure their pay is appropriate for that grade.	<b>Ongoing</b> Currently being progressed through the pay negotiation discussions.
1D	The MPA maintains the current level of over 10% of the organisation being trained in Hay evaluation.	<b>Ongoing</b> A succession plan is in place to ensure the 10% quota is maintained.
1E	The MPA establishes a working group of its trained job evaluators to 'sorethumb' JE scores and related grading allocations on a regular basis (e.g. once every 6 months).	<b>Recommendation accepted</b> A working group will be established to undertake this task.
1F	Hay Group conducts an annual JE refresher/quality assurance with MPA to ensure that job evaluation continues to be carried out consistently and fairly across the organisation, and in line with best practice.	<b>Recommendation accepted (in principle)</b> This will be progressed subject to annual budgetary provision.

### Recommendation 2

To comply with age legislation the MPA should ensure that pay ranges do not contain more than 5 incremental spine points. It should aim to move to this structure within the next 3 years.

**Status: Ongoing.** This is currently being progressed through the current round of pay negotiation meetings.

### Recommendation 3

The MPA does not educate staff about Equal Pay or Equal Opportunities policy. It is suggested that in order to ensure consistent understanding and application all staff are made familiar with the principles of Equal Pay.

**Status: Recommendation accepted.** This will be progressed as part of the HR policy review.

### Recommendation 4

The MPA should continue to provide line managers with clear guidance on carrying out appraisals to ensure consistent application of ratings.

**Status: Ongoing.** The MPA will continue to comply with this good practice.

### **Recommendation 5**

The MPA should carry out an audit of all honorarium payments to ensure they are still relevant, justifiable and consistently awarded.

**Status: *Recommendation accepted.*** This audit will be conducted following the conclusion of the 2007 pay negotiations.

### **Recommendation 6**

The MPA should ensure that all policies relating to pay and benefits are clearly stated in the staff handbook, and that they are consistently implemented, monitored and updated.

**Status: *Recommendation accepted.*** This will be progressed as part of the HR policy review and the allowances and expenses review.

### **Recommendation 7**

The MPA should ensure that it maintains clear and coherent rationales to document all pay related decisions for all staff.

**Status: *Recommendation accepted.*** The MPA will continue to comply with this good practice.

### **Recommendation 8**

The MPA should continue to monitor recruitment, promotion and progressions practices to ensure that there is no direct or indirect discrimination in relation to gender, ethnicity, faith, age, sexual orientation or disability.

**Status: *Recommendation accepted.*** The MPA will continue to comply with this good practice.