

Equality Impact Assessment Form



Directorate: Transformation	Service: Human Resources
Completed by: S Lewis	Date: 14 January 2016
Subject Title: Pay Policy Statement 2016/17	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	<i>*delete as appropriate</i>
Is a service being designed, redesigned or cutback:	No
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	No
Is a programme or project being planned:	No
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	Yes
Details of the matter under consideration:	<p>The Localism Act refers to 'Pay Accountability' and sets out the requirements for Councils and fire and rescue authorities to determine and publish annual pay policy statements. The full Council must approve the pay policy statement in advance of the financial year to which it relates. It must set out the Council's policies relating to:</p> <ul style="list-style-type: none"> •Chief Officer remuneration (at recruitment, salary, bonus/performance related pay, charges/fees/allowances, benefits in kind, enhancement to pension, at termination), •Remuneration of its lowest paid employees (elements as above), the definition used for this group and the reason for adopting that definition, •The relationship between Chief Officer remuneration and that of other staff. <p>The Council needs to agree a Pay Policy Statement and is recommended to adopt the Pay Policy Statement 2016/17 as detailed in the report. The statement agreed for 2015/16 has been refreshed and figures</p>

4. DATA ANALYSIS

In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?

The Policy has an impact on the entire Council workforce and as such has an impact on all protected characteristics.

What will the impact of the work being carried out be on usage/the stakeholders?

The Pay Policy Statement is a statement of the Council's current policies in relation to the pay of senior managers and the various ratios between higher and lower paid staff. This is a statement of current practice and does not present any practice changes or policy revision. Consequently, there are no altered impacts envisaged on any particular stakeholder or protected group of stakeholders.

What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?

The Council is part of a national collective bargaining process for all levels of remuneration throughout the Council. The Council itself, however, have determined the grade structure. This structure was agreed by Council in 2011 and amended in 2016. Any changes achieved at that time were subject to Trade Union and individual officer consultation and were agreed. Any actual salary amounts changes since that time have been subject to the national negotiating machinery, which also provides for Trade Union contributions to pay award settlements. This is not an area that can be affected locally, other than in the determination of individual grades. Actual grades are arrived at via a joint Trade Union and management agreed Job Evaluation process. However, a national agreement on the 2014/16 pay award has been reached and the implementation of the effect of this is now reported within the Pay Policy Statement for 2016/17.

What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?

Census Data
Profile information available on the Council's website
Workforce Profile
Equality Policies within the Council
Equal Pay Audit

If any further data/consultation is needed and is to be gathered, please specify:

N/A

5. IMPACT OF DECISIONS

In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?

The decision is to agree the existing status is reflected in the Pay Policy Statement. It identifies different ratios between groups of staff based on pay levels. As there is no proposed change to actual practice, but rather, a reflection of the impact of the pay award on these ratios, it is envisaged that there will be no impact, negative or positive, upon any particular group with protected characteristics.

6. CONSIDERING THE IMPACT

If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).

See above in 5.

What actions do you plan to take to address any other issues above?

No further actions on equality impact need to be taken.

7. MONITORING AND REVIEWING

When will this assessment be reviewed and who will review it?

The Pay Policy Statement is reviewed annually prior to 31 March each year. At that stage, the EIA will also be reviewed to ensure there has been no change to the assessed impact on any protected characteristic group.