

Equality Impact Assessment Form



Directorate: Finance and Corporate Resources	Service: Corporate and Customer Services
Completed by: S Lewis	Date: June 2024
Subject Title: Dying to Work Charter	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	<i>*Delete as appropriate</i>
	Yes
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 Dying to Work Charter is a joint employer and TUC charter which sets out an agreed set of standards to be used when an employee is diagnosed with a terminal illness.</p> <p>It is accompanied by a new policy which details how the council will support a member of staff in this unfortunate situation. The crux of the policy is that we will endeavor to maintain employment continuity to ensure that any pension benefits associated with Death in Service, can be maintained, and protected for the employee.</p>
<p><i>If you answered Yes to any of the above, go straight to Section 3</i></p> <p><i>If you answered No to all the above, please complete Section 2</i></p>	
2. RELEVANCE	
Does the work be carried out impact on service users, staff, or Councillors (stakeholders):	<i>*Delete as appropriate</i>
	Yes
If yes , provide details of how these impacts on service users, staff, or Councillors (stakeholders):	
<i>If you answered Yes go to Section 3</i>	This report has an impact on the workforce.

<p>If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i></p>	
<p>3. EVIDENCE COLLECTION</p>	
<p>Who does the work being carried out impact on, i.e., who is/are the stakeholder(s)?</p>	<p>The Policy has an impact on the entire Council workforce and as such has an impact on all protected characteristics, as the Council's workforce comprises of all the protected characteristics.</p> <p>A knowledge of the existing workforce profile and equality policies within the Council that are applied to the workforce, including the Recruitment and Selection Policy, Equality in Employment Policy, and all other related employment policies, including a recent Equal Pay Audit have been used to assess the impact of the Pay Policy Statement on the workforce.</p>
<p>If the work being carried out relates to a universal service, who needs or uses it most? (Is there any group affected more than others)?</p>	<p>See Above.</p>
<p>Which of the protected characteristics are most relevant to the work being carried out?</p> <p>Age Gender Disability Race and Culture Sexual Orientation Religion or Belief Gender Reassignment Marriage and Civil Partnership Pregnancy and Maternity</p>	<p style="text-align: right;"><i>*Delete as appropriate</i></p> <p>Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes</p>
<p>4. DATA ANALYSIS</p>	
<p>In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?</p>	<p>The Policy has an impact on the entire Council workforce and as such has an impact on all protected characteristics.</p>
<p>What will the impact of the work being carried out be on usage/the stakeholders?</p>	<p>The Dying at Work Charter and the supporting policy has been consulted with trade unions and with all party councillors.</p>
<p>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?</p>	

<p>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?</p>	<p>Census Data Profile information available on the Council's website Workforce Profile Equality Policies within the Council Equal Pay Audit Gender Pay Gap analysis</p>
<p>If any further data/consultation is needed and is to be gathered, please specify:</p>	<p>N/A</p>
<p>5. IMPACT OF DECISIONS</p>	
<p>In what way will the changes impact on people with protected characteristics (either positively or negatively or in terms of disproportionate impact)?</p>	<p>The decision is to agree the signing of the Charter and the agreement to the implementation of the supporting policy will support employees who find themselves with a terminal diagnosis. It is envisaged that there will be a positive impact, upon any group with protected characteristics.</p>
<p>6. CONSIDERING THE IMPACT</p>	
<p>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.).</p>	<p>See above in 5.</p>
<p>What actions do you plan to take to address any other issues above?</p>	<p>No further actions on equality impact need to be taken.</p>
<p>7. MONITORING AND REVIEWING</p>	
<p>When will this assessment be reviewed and who will review it?</p>	<p>The Dying to Work Charter is reviewed annually 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.</p>