

1) EIA Author

Carol Murphy

2) Service

Chief Executives Office/ Strategic Services - S/ Human Resources -SA/ Strategic Human Resources

3) Start date

14/2/12

4) What is this EIA assessing?

Project

5) What is the subject of your EIA and what do you hope to achieve?

As part of the budget setting process it has been suggested that the Council introduces a voluntary salary reduction proposal of 5% for staff earning over £50,000 and 10% for staff earning over £100,000.

6) Which function level EIA(s) does it relate to?

1277 - the council plan and budget

7) Reason for doing this EIA

Budget change

8) Who has been involved in writing this EIA?

Carol Murphy, Lesley Maughan

9) Who have you consulted with when preparing this EIA?

Due to the limited time there has not been any further engagement on this proposal with the staff or trades unions. As a result it is not possible to fully identify the impact of this proposal.

10) What other evidence is your EIA based on?

An initial review of staffing budgets has indicated that there would be savings from the proposal, however it has not been fully investigated and consulted upon. This would need to be undertaken before the impact can be effectively identified.

11) What further consultation or evidence is required? What will be done to collect this?

1. Legal Requirements There are legal requirements around consultation with the workforce on proposed changes to terms and conditions of employment that would have to be complied with. 2. Collective Bargaining and implementation options The Council would have to conduct a full scale collective bargaining exercise with the recognised trade unions with a view to conducting a workforce ballot. If this was not possible then individual consultation would be conducted with a view to implementing this proposal. Evidence would be collected on the percentage of the workforce affected by the proposals and the impact as the consultation exercise progressed. If the voluntary take up by the workforce was not 100% then the Council would have to terminate and re-engage the remainder of the staff who had not signed up to the proposal. This would leave the Council vulnerable to legal challenge on a group and individual basis. 3. Timescales The legal consultation process for this proposal would be at least 3 months, however the potential individual consultation could lengthen the process as well as the requirement to go through the appropriate decision making procedures and the actual implementation process of sending letters out and communicating with employees.

12) How does this EIA link to the corporate equality scheme 2010 - 2013 objectives?

5 - To increase knowledge and understanding of equality and diversity issues amongst staff and councillors

13) How will the Project be monitored?

- Number of people participating
- Staff feedback
- Cost reduction

14) What is currently being done to reduce any negative impacts relating to this Project?

The major impact would be a financial one, however further consultation would have to be carried out to fully understand the impacts and then to be able to identify any ways to reduce negative impacts.

15) What are the potential positive and negative impacts of your Project on these characteristics?

Age

Potential positive impact(s):

Potential negative impact(s):

Workforce data identifies that this proposal would impact the most upon those aged between 45 - 54 years of age. Overall it would impact more generally on those aged 35 years and over. It would potentially impact more on those employees who were coming up to retirement age and this would have an impact on their level of pension provision under the Local Government Pension Scheme.

What evidence have you based this judgement on?

This is based on workforce data from the Business Management System and the equality profiles of the workforce.

No actions have been entered in this category yet.

Disability

Potential positive impact(s):

Potential negative impact(s):

Not everyone who could identify themselves as having a disability may have done so on the Business Management System.

What evidence have you based this judgement on?

The Council has recently carried out an exercise to update personal details on its Business Management System. This is a voluntary exercise and the equality profiles indicate that a very small percentage of people (1.47%) affected by this proposal have identified themselves as having a disability.

No actions have been entered in this category yet.

Gender

Potential positive impact(s):

Potential negative impact(s):

The workforce data indicates that there is virtually a 50/50 split between males and females affected by this proposal in each of the directorates.

What evidence have you based this judgement on?

This is workforce data collected by the Business Management System that categorises the data by the relevant protected characteristics under the Equality Act 2010.

No actions have been entered in this category yet.

Race

Potential positive impact(s):

Potential negative impact(s):

Some employees may not have identified their ethnicity on the Business Management System. On the data we have collected the majority of employees affected by this proposal are white with the rest undeclared.

What evidence have you based this judgement on?

This is based on workforce data collected by the Business Management System and the equality profiles based on the relevant protected characteristics under the Equality Act 2010.

No actions have been entered in this category yet.

Religion / Belief

Potential positive impact(s):

Potential negative impact(s):

The data identifies that this proposal would affect mainly Christians, making up 75% of those affected by this proposal. Of the rest 14.71% have no religion or belief, 2.94% prefer not to say and 7.35% are undeclared.

What evidence have you based this judgement on?

This is based on workforce data held in the Business Management System and the equality profiles based on the relevant protected characteristics under the Equality Act 2010.

No actions have been entered in this category yet.

Sexual Orientation

Potential positive impact(s):

Potential negative impact(s):

This is not identified from the current level of information as 79.41% of the workforce have chosen not to declare this for the Council's records.

What evidence have you based this judgement on?

This is workforce data collected by the Business Management System that categorises the data by the relevant protected characteristics under the Equality Act 2010.

No actions have been entered in this category yet.

Maternity / Pregnancy

Potential positive impact(s):

Potential negative impact(s):

Not identified from the current level of information.

What evidence have you based this judgement on?

This information is not able to be identified as yet.

No actions have been entered in this category yet.

Marriage / Civil Partnership

Potential positive impact(s):

Potential negative impact(s):

The data shows that this proposal would affect 60.29% of the workforce who are married or in civil partnerships. The data identifies that 16.18% of those affected are single and 23.53% have not declared.

What evidence have you based this judgement on?

This is based on workforce data held in the Business Management System and the equality profiles based on the relevant protected characteristics under the Equality Act 2010.

No actions have been entered in this category yet.

Gender Reassignment

Potential positive impact(s):

Potential negative impact(s):

Not identified from the current level of information.

What evidence have you based this judgement on?

This information is not able to be identified as yet.

No actions have been entered in this category yet.

16) Considering the findings of this EIA, your requires Major changes

17) Please specify why.

Legal Requirement to consult - due to the legal requirements to consult with the workforce on the proposals this would involve the investigation and production of detailed statistical analysis on the impact on individual employees as part of the consultation process. The risks would have to be fully understood and plans would need to be approved to ensure that the Council was fully aware of the decisions that may need to be taken in order to achieve the identified savings. In relation to the consultation period the timescale would be at least 3 months. It may be that changes are made to the proposal as a result of the consultation. This would require further investigation and work to assess the impact of any changes. The decision making process and implementation of any agreement would also have to be taken into account in assessing the impact on the timescales of the project and when assessing the impact of these actions on the protected characteristics of the workforce.

18) When will this EIA need to be reviewed?

This would need to be reviewed periodically as the consultation exercise progressed in order to fully understand the impact of decisions.