

Equality Impact Assessment (EIA)

The separate EIA guidance notes outline what should be included for each section. Please read them before you begin. If you have any queries, contact your Corporate Equality Group rep, or the Engagement Team on 643 2828.

1. Author, service area, date

Carol Murphy – HR Specialist Pay, Reward & Partnerships, Susan Begg – UNISON 25.5.17

2. Who else has been involved in writing this EIA?

Roger Layton

3. What proposal is this EIA assessing?

The introduction of a pay supplement to match the current Living Wage Foundation hourly rate of £8.45 to be applied to those spinal column points on NTC's pay and grading structure where the current substantive hourly rate of pay is currently less than £8.45 ph. This will affect SCP's 6 to 12 and will not be applied to any enhanced payments. The intention is to apply this supplement from 1 September 2017.

The EIA is assessing whether the introduction of the NTLW is detrimental to any group of staff with protected characteristics.

4. What is the purpose of your proposal and what is it expected to achieve?

The proposals will raise the substantive hourly rate of pay of those employees in job roles whose grades span SCP's 6 to 12 on the NTC pay and grading structure up to the current Living Wage Foundation hourly rate of £8.45 ph. The pay supplement will sit between SCP 12 and 13 on the 17/18 pay and grading structure.

This will mean that the lowest hourly rate of pay in NTC will be £8.45. As the NTLW is paid as a supplement this does not affect the collective agreement in 2007 to introduce a new pay and grading structure.

5. Is there any relevance to the aims of the public sector equality duty? *Write your answers in the table*

Aim	Yes, No, or N/A	Details if 'yes'
Eliminate unlawful discrimination, victimisation and harassment	N/A	
Advance equality of opportunity between people who share a protected characteristic and those who do not	N/A	
Foster good relations between people who share a protected characteristic and those who do not	N/A	

6. Analysis by characteristic *Write your answers in the table*

Protected characteristic	Potential positive or negative impact?	Explanation and evidence

Age	Positive	For all employees within the grades affected the average age is 49.7 years. The introduction of the NTLW will benefit those employees in the boosting of their earnings in relation to future pension benefits, for those who are a member of the Local Government Pension Scheme.
Disability	Positive	The increased pay will be applied to all employees within the grade boundaries regardless of whether they have a disability.
Gender	Positive	67% of the employees affected are female, of which the majority are paid SCP 6-9 (Grades 1 &2).
Gender reassignment	N/A	
Marriage and civil partnership status	N/A	
Pregnancy and maternity	N/A	
Race		The increased pay will be applied to all employees within the grade boundaries regardless of race.
Religion or belief	N/A	
Sexual orientation	N/A	

7. Have you carried out any engagement in relation to this proposal? If so, what?

Consultation has been carried out with members of the Council's Senior Leadership team, Head Teachers and the Trades Unions.

8. Is there any information you don't have that you need to find?

No

9. What actions are already in place, or will be taken, to remove or reduce potential negative impacts? (add more lines to the table if you need to) *Write your answers in the table*

Action	Responsibility	Timescale

10. Are there any potential negative impacts that cannot be removed or reduced? If so, why is this?

It is not considered that there are any significant negative impacts as the proposal is to increase hourly rates of pay of those employees on the lowest grades, in accordance with the independent guidance from the Living Wage Foundation, in order to tackle low pay.

There is a potential negative impact on the differential between those employees on SCP 13 and those on SCP 12, particularly if those employees on SCP 12 are in receipt of any enhanced rates of pay due to their working pattern. In these circumstances the earnings of someone on the lower SCP could be higher than an employee on SCP 13. An analysis of male and female employees on SCP 12 and 13 is as follows:

	<i>Female</i>	<i>Male</i>
<i>SCP 12</i>	<i>390</i>	<i>163</i>
<i>SCP 13</i>	<i>43</i>	<i>8</i>

There is still a differential of 10 pence per hour between the Living Wage Foundation rate of £8.45 and SCP 13 which is £8.55 per hour.

It is felt that the NTLW remains a proportionate means of achieving a legitimate aim which is to improve the earnings of the lowest paid employees on the Council's 'Green Book' pay and grading structure up to the level set by the Living Wage Foundation as the earnings level needed to maintain a reasonable standard of living.

11. Based on your conclusions from this assessment, what are your next steps?

Implement the NTLW as planned and continue to monitor the impact on the workforce.

12. How will the impact of this proposal be monitored after it is introduced?

This will be reviewed once consultation on the national pay spine has been concluded, in order to assess if the NTLW is still suitable. This may be reviewed sooner subject to any change in the Living Wage Foundation agreed rates.

13. When will this EIA be reviewed?

12 Months or earlier if there are any changes as identified.