

Equality Impact Assessment – Screening

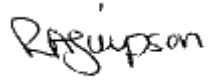

The purpose of an Equality Impact Assessment is to ensure the Council:

- does not discriminate in the way it provides services and employment
- fulfils its duties as set out by the Equality Act 2010
- where possible, it does all it can to promote equality and good relations between different groups

Name of service/policy/project being assessed	Proposal to phase out the ongoing loyalty award (long service awards)	Is this a new or existing service/policy/project?	New
Directorate	Cross – Council		
Officers responsible for: a) Service/policy/project b) Completing EIA	Ian Miller, Head of Paid Service and Rachael Simpson, Principal HR Advisor		
Date	23 rd November 2017		
What is the purpose and expected outcomes/	To move away from a two tier system and reach a position where all members of the workforce are treated consistently. One of a range of measures underpinning the Medium Term Financial Strategy to reduce expenditure.		
Will there be any affect on other Council procedures or strategies e.g. Corporate Plan or the council’s workforce?	A small proportion of the workforce (c50) will have the allowance removed over a period of up to 3 years with a compensatory payment in the 4 th year		
Are there any statutory requirements or implications?	Employment Rights Act 1996 Equality Act 2010		
Are there any other organisations/bodies involved?	Trade Unions – The Council has consulted and negotiated with the recognised trade unions on the proposal over more than a year and sought to achieve collective agreement to any changes pursued. Proposals were twice negotiated with union representatives and twice rejected by UNISON members. A collective agreement was not possible. Full Council in September 2017 authorised a formal notice under section 188 and endorsed a process that could lead to offers being put to individual staff and the possibility of dismissal and re-engagement to ensure implementation.		
Who are the main customer groups/stakeholders affected?	Directly: the current recipients (c50 staff) Indirectly: other staff, Trade Unions, Elected Members		
What information/statistics/	Existing HR policies and employment law and legislative guidelines		

evidence are you using?	Information from CHRIS (HR information management system) External – LGA/WME advice as necessary
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What impact does the service/policy/project have on the nine protected characteristics as defined by the Equality Act 2012 – for definitions, please see overleaf.	
1. Age	Positive/Negative Evidence: Positive – Staff receiving award are all aged 40 and over. Other staff, including all those born more recently, receive a one off payment which is of lower value than the ongoing awards. The proposal ensures that all staff will be treated equally. Negative – Withdrawal of award for staff aged 40 and over who have accrued the relevant service.
2. Disability	Positive/Negative Evidence: Neutral: applies to all staff
3. Gender Reassignment	Positive/Negative Evidence: Neutral: applies to all staff
4. Marriage and Civil Partnership	Positive/Negative Evidence: Neutral: applies to all staff
5. Pregnancy and Maternity	Positive/Negative Evidence: Neutral: applies to all staff
6. Race	Positive/Negative Evidence: Neutral: applies to all staff
7. Religion of belief	Positive/Negative Evidence: Neutral: applies to all staff
8. Sex	Positive/Negative Evidence: Neutral: applies to all staff.

	<p>A higher proportion of staff in receipt of the ongoing award are female (66%). However this reflects the make-up of the workforce aged over 40 where 57.1% are female.</p> <p>Further analysis of the recipients of the one off payment illustrates that there is a higher proportion of males who have received it (61%). The change removes the difference of treatment that are evident in the data. Relevant data are presented in the appendix below.</p>
9. Sexual Orientation	<p>Positive/Negative</p> <p>Evidence:</p> <p>Neutral: applies to all staff</p>
<p>Other e.g. deprivation, health inequalities, urban/rural divide, community safety</p>	<p>An analysis of current recipients by reference to pay band shows that they are distributed throughout the workforce and predominately in the lowest grades. The proposed phasing arrangements provide time for all recipients to adjust as appropriate.</p>
Conclusion	Is a full assessment required? NO
<p>Signed</p> <p></p> <p>Rachael Simpson</p>	Date 27 November 2017
<p>Agreed</p> <p></p> <p>Ian Miller</p>	Date 27 November 2017
<p>A full EqIA is required if the initial screening has identified the service/policy/project is going to have the potential to cause adverse impact or discriminate against different groups in the community or the Council's workforce.</p>	

Appendix: data shared with unions on 18 October 2017

Ongoing Loyalty Award

Age and gender analysis

	Male	Female	Total	%age
40-49	2	8	10	21%
50-59	9	18	27	56%
60+	5	6	11	23%
Total	16	32	48	
%age	33%	66%		

One off Payment for 20 years' service

Age and gender analysis

	Male	Female	Total	%age
30-39	1	0	1	6%
40-49	4	4	8	44%
50-59	6	2	8	44%
60+	0	1	1	6%
Total	11	7	18	
%age	61%	39%		

All staff aged 40 and over (excluding canvassers and casual employees): the breakdown is 141 female – 57.1% and 106 male – 42.9%.

All staff: the breakdown is 188 female- 53.6% and 163 male – 46.4%.

Protected characteristics: definitions

Prior to the Equality Act 2010, there were 3 separate public sector equality duties covering race, disability and gender. The Equality Act 2010 replaced these with a new single equality duty covering the following protected characteristics:

Age – where this is referred to, it refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds).

Disability – a person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Gender reassignment – the process of transitioning from one gender to another.

Marriage and civil partnership – marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.

Pregnancy and maternity – pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race – it refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

Religion and belief – religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism).

Sex – a man or a woman.

Sexual Orientation – whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.