



Equality Impact Toolkit (new version July 2011)

Section 1: Your details

Council officer: Jenny Woods

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Head of Service: Chris Hyams

Department: Law, HR & Asset Management

Date: 26 January 2012

Section 2: What Council function / proposal is being assessed?

The Council's Pay Policy Statement 2012/13.

Section 3: Is the Council function / proposal relevant to equality? (please tick relevant boxes)

- In services**
- In the workforce**
- In communities**
- Other** (please state)
- None** (please stop here and email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 4: Within the Equality Duty 2010, there are 3 legal requirements. Which of the following are relevant to the Council function / proposal? (please tick relevant boxes)

- To eliminate unlawful discrimination, harassment and victimisation

Appendix Four

- To advance equality of opportunity
- To foster good relations between groups of people

Section 5: Will the function / proposal have a favourable or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

Please list in the table below and include actions required to mitigate any negative impact.

Protected characteristic	Favourable or negative impact	Action required to mitigate any negative impact	Lead person	Timescale	Resource implications
All	<p>Positive – the Council sets the pay of its employees through a fair and transparent Job Evaluation Scheme which seeks to objectively measure the different elements of a job. This does not take account of the employee’s age, gender, sexuality, religion or belief, disability, or race.</p> <p>Positive – the Council’s Pay Policy includes a pay structure in-line with the Living Wage, which</p>	N/A	Chris Hyams	<p>N/A</p> <p>By June 2012</p>	<p>N/A</p> <p>Dedicated Job Evaluation Team.</p>

Appendix Four

Age	<p>means that all employees will be paid a minimum of the Living Wage hourly rate of £7.20.</p> <p>Negative – all stages of the Job Evaluation Scheme are not complete.</p> <p>Negative – progression through increments of one grade is based on length of service</p>	<p>A phased approach has been taken by The Council and there are plans in place to implement phase 3 and 4 of Job Evaluation by 2013.</p> <p>Each job is graded fairly through Job Evaluation taking into account the different elements of the job. Therefore appointment at a particular grade does not take account of age. Once in the grade, increments are awarded by length of service at that grade until the top of the grade is achieved.</p>			Contract with The Hay Group.
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Where and how will the above actions be monitored?

On a regular basis by the Human Resources team

If you think there is no negative impact, what is your reasoning behind this?

Section 6: What research / data / information have you used in support of this process?

N/A

Section 7: Are you intending to carry out any consultation with regard to this Council function / policy?

Yes

If 'yes' please continue to section 8.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 8: How will consultation take place?

Consultation in relation to Job Evaluation has commenced and is ongoing with the Trade Unions. Consultation is conducted through the Corporate Joint Consultative Committee meetings, held every three weeks, and specific sub-committees set up for Job Evaluation.

Consultation has also taken place in relation to the Council's Pay Policy Statement.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)