

# Equalities Analysis Assessment

## 1. Proposal Summary Information

EAA Title	Pay Policy Statement 2024 - 25
Please describe your proposal?	<b>Policy</b>
Is it HR Related?	Yes
Corporate Purpose	<b>Full Council Decision</b>

### 1. What is the Policy looking to achieve? Who will be affected?

The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.

The policy and arrangements will be reviewed on an annual basis as part of the preparation of the Pay Policy Statement for the following year.

The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of "Creating Good Jobs" and "Fighting Inequality."

### 2. What will the impact of your proposal be?

The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

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The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”

### 2. Impact on Groups having a Protected Characteristic

**AGE:** *A person of a particular age or being within an age group.*

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

The policy sets out the Council’s Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.

The policy and arrangements will be reviewed on an annual basis as part of the preparation of the Pay Policy Statement for the following year.

The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”

**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

Not applicable.

**DISABILITY:** *A person has a disability if s/he has a physical, mental or sensory impairment which has a substantial and long term adverse effect on their ability to carry out normal day to day activities<sup>1</sup>.*

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

The policy sets out the Council’s Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW)

<sup>1</sup> Due regard to meeting the needs of people with disabilities involves taking steps to take account of their disabilities and may involve making reasonable adjustments and prioritizing certain groups of disabled people on the basis that they are particularly affected by the proposal.

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rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.

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**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

Not applicable.

**GENDER REASSIGNMENT:** *This is the process of transitioning from one sex to another. This includes persons who consider themselves to be trans, transgender and transsexual.*

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

The policy sets out the Council’s Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

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The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”

**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

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Not applicable.

**RACE:** *A group of people defined by their colour, nationality (including citizenship), ethnic or national origins or race.*

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

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The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of "Creating Good Jobs" and "Fighting Inequality."

**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

Not applicable.

**RELIGION & BELIEF:** *Religion means any religion. Belief includes religious and philosophical beliefs including lack of belief (for example, Atheism). Generally, a belief should affect a person's life choices or the way you live for it to be included.*

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

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The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”

**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

Not applicable.

**SEX: *Someone being a man or a woman.***

**State whether the impact is positive, negative, a combination of both, or neutral:**

**Describe the Impact**

Neutral.

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The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.

The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”

**Alternatives and mitigating actions which have been considered in order to reduce negative effect:**

**Describe the Mitigating Action**

Not applicable.

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<b>SEXUAL ORIENTATION: <i>A person's sexual attraction towards his or her own sex, the opposite sex or to both sexes, covering including all LGBTQ+ groups.</i></b>
<b>State whether the impact is positive, negative, a combination of both, or neutral:</b>
<b>Describe the Impact</b>
Neutral. The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.  The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.  The policy and arrangements will be reviewed on an annual basis as part of the preparation of the Pay Policy Statement for the following year.  The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.  The proposed policy contributes to achieving two of the three Council priorities of "Creating Good Jobs" and "Fighting Inequality."
<b>Alternatives and mitigating actions which have been considered in order to reduce negative effect:</b>
<b>Describe the Mitigating Action</b>
Not applicable.

<b>PREGNANCY &amp; MATERNITY: <i>Description: Pregnancy: Being pregnant. Maternity: The period after giving birth - linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, including as a result of breastfeeding.</i></b>
<b>State whether the impact is positive, negative, a combination of both, or neutral:</b>
<b>Describe the Impact</b>
Neutral. The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.  The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.

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<p>The policy and arrangements will be reviewed on an annual basis as part of the preparation of the Pay Policy Statement for the following year.</p> <p>The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.</p> <p>The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”</p>
<b>Alternatives and mitigating actions which have been considered in order to reduce negative effect:</b>
<b>Describe the Mitigating Action</b>
Not applicable.

<p><b>MARRIAGE &amp; CIVIL PARTNERSHIP:</b> <i>Marriage: A union between a man and a woman. or of the same sex, which is legally recognised in the UK as a marriage</i></p> <p><i>Civil partnership: Civil partners must be treated the same as married couples on a range of legal matters.</i></p>
<b>State whether the impact is positive, negative, a combination of both, or neutral:</b>
<b>Describe the Impact</b>
<p>Neutral.</p> <p>The policy sets out the Council’s Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.</p> <p>The policy sets out the requirement to make a specific payment to all employees who earn, through their job evaluated roles, less than the equivalent of the rLW a supplement to bring their hourly earnings equivalent to the rLW.</p> <p>The policy and arrangements will be reviewed on an annual basis as part of the preparation of the Pay Policy Statement for the following year.</p> <p>The proposed policy will apply to all existing and future employees regardless of their Protected Characteristics.</p> <p>The proposed policy contributes to achieving two of the three Council priorities of “Creating Good Jobs” and “Fighting Inequality.”</p>
<b>Alternatives and mitigating actions which have been considered in order to reduce negative effect:</b>
<b>Describe the Mitigating Action</b>
Not applicable.

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### 3. Human Rights<sup>2</sup>

**4a. Does your proposal impact on Human Rights as defined by the Human Rights Act 1998?**

No

*(If yes, please describe the effect and any mitigating action you have considered.)*

**4b. Does your proposal impact on the rights of children as defined by the UN Convention on the Rights of the Child?**

No

*(If yes, please describe the effect and any mitigating action you have considered.)*

**4c. Does your proposal impact on the rights of persons with disabilities as defined by the UN Convention on the rights of persons with disabilities?**

No

*(If yes, please describe the effect and any mitigating action you have considered.)*

### 4. Conclusion

The policy sets out the Council's Pay Policy Statement for 2024 – 25 in the report and the five supporting appendices and seeks approval of a policy, for 2024 -25, to pay the real Living Wage (rLW) rate which is currently £13.15 per hour or above to direct employees (whether permanent or fixed term) and to ensure that agency workers are paid the rLW rate or above as set out in the Pay Policy Statement 2024 – 25.

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**4a. What evidence, data sources and intelligence did you use to assess the potential impact/effect of your proposal? Please note the systems/processes you used to collect the data that has helped inform your proposal. Please list the file paths and/or relevant web links to the information you have described.**

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<sup>2</sup> For further guidance please refer to the Human Rights & URNC Guidance on the Council Equalities [web page](#).



## Equalities Analysis Assessment

Please see the report “Pay Policy Statement” and the five supporting appendices considered and approved by Full Council at its meeting on 8<sup>th</sup> March 2023.

**5. Action Planning:** *(What are the next steps for the proposal please list i.e. when it comes into effect, when mitigating actions linked to the protected characteristics above will take place, how you will measure impact etc.)*

Action	Outcomes	Success Measures	Timescales/ Milestones	Lead Officer <i>(Contact Details)</i>
Implement the Pay Policy Statement for 2024-25	Provisions of the Pay Policy Statement 2024 - 25 implemented including the payment of the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid as set out in the Pay Policy Statement 2024 – 25.	As set out in the Outcomes column.	1 <sup>st</sup> April 2024 to 31 <sup>st</sup> March 2025.	Andrew Scully, HR Business Partner, and Head of HR Operational Services, <a href="mailto:ScullyA@ealing.gov.uk">ScullyA@ealing.gov.uk</a> and 020-8825-6930.

**Additional Comments:**

The Pay Policy Statement has to be reviewed annually. The next review will be in December 2025 and a report on the Pay Policy Statement 2025 -26 will be submitted to Full Council in February/March 2025.

**6. Sign off:** *(All EAA’s must be signed off once completed)*

Completing Officer Sign Off:	Service Director Sign Off:	<b><i>HR related proposal (Signed off by directorate HR officer)</i></b>
Signed:   _____ Name (Block Capitals): ANDREW SCULLY   Date: 3 <sup>rd</sup> January 2024	Signed:    Name (Block Capitals): KIM BROWN   Date:	Signed:   _____ Name (Block Capitals): ANDREW SCULLY   Date: 3 <sup>rd</sup> January 2024

# Equalities Analysis Assessment

For EAA's relating to Cabinet decisions: received by Committee Section for publication by (date):

## **Appendix 1: Legal obligations under Section 149 of the Equality Act 2010:**

- As a public authority we must have due regard to the need to:
  - a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- The protected characteristics are: AGE, DISABILITY, GENDER REASSIGNMENT, RACE, RELIGION & BELIEF, SEX, SEXUAL ORIENTATION, PREGNANCY & MATERNITY, MARRIAGE & CIVIL PARTNERSHIP
- Having due regard to advancing equality of opportunity between those who share a protected characteristic and those who do not, involves considering the need to:
  - a) Remove or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
  - b) Take steps to meet the needs of persons who share a relevant characteristic that are different from the needs of the persons who do not share it.
  - c) Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- Having due regard to fostering good relations between persons who share a relevant protected characteristic and persons who do not, involves showing that you are tackling prejudice and promoting understanding.
- Complying with the duties may involve treating some people more favourably than others; but this should not be taken as permitting conduct that would be otherwise prohibited under the Act.



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**Parties involved with this document**

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