

Appendix 5
Pay Policy Statement for the financial year 1st April 2023 to 31st
March 2024
2023-24 Full Equalities Analysis Assessment

1. Proposal Summary Information

EAA Title	Pay Policy Statement 2023-24 and real Living Wage (rLW) formerly the London Living Wage (LLW). Appendix 5 – Equality Analysis Assessment
Please describe your proposal?	Policy
Is it HR Related?	Yes
Corporate Purpose	Full Council Decision

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

The policy sets the Council's Pay Policy for 2023-24 in the Pay Policy Statement 2023-24 and 5 supporting appendices and approves a policy, for 2023-24, to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24.

2. What will the impact of you proposal be?

The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.

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2. Impact on Groups having a Protected Characteristic

AGE: <i>A person of a particular age or being within an age group.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

DISABILITY: <i>A person has a disability if s/he has a physical or mental impairment which has a substantial and long term adverse effect on their ability to carry out normal day to day activities¹.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

¹ 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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GENDER REASSIGNMENT: <i>This is the process of transitioning from one sex to another. This includes persons who consider themselves to be trans, transgender and transsexual.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

RACE: <i>A group of people defined by their colour, nationality (including citizenship), ethnic or national origins or race.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

RELIGION & BELIEF: <i>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.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.

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Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

SEX: <i>Someone being a man or a woman.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

SEXUAL ORIENTATION: <i>A person's sexual attraction towards his or her own sex, the opposite sex or to both sexes.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

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PREGNANCY & 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>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

MARRIAGE & CIVIL PARTNERSHIP: <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> <i>Civil partnership: Civil partners must be treated the same as married couples on a range of legal matters.</i>
State whether the impact is positive, negative, a combination of both, or neutral:
Describe the Impact
Neutral. The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
Alternatives and mitigating actions which have been considered in order to reduce negative effect:
Describe the Mitigating Action
Not applicable.

3. Human Rights²
4a. Does your proposal impact on Human Rights as defined by the Human Rights Act 1998?
No
4b. Does your proposal impact on the rights of children as defined by the UN Convention on the Rights of the Child?

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

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No
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
Not Applicable.

4. Conclusion
The impact is to apply the Pay Policy Statement 2023-24 and to pay the rLW rate or above to direct employees (whether permanent or fixed term) and to ensure agency workers are paid the rLW as set out in the Pay Policy Statement 2023-24 is neutral. The policy will apply to all existing & future employees and agency workers regardless of protected characteristics.
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.
Please see the report “Pay Policy Statement” and supporting appendices to Full Council on Tuesday 8 th March 2023 and the section Background Information.

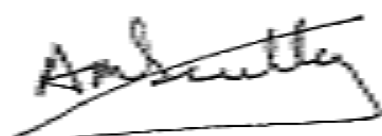
5. Action Planning: (What are the next steps for the proposal please list i.e. what it comes into effect, when migrating actions³ will take place, how you will measure impact etc.)				
Action	Outcomes	Success Measures	Timescales/ Milestones	Lead Officer (Contact Details)
Implement the Pay Policy Statement for 2023-24	Provisions of the Pay Policy Statement 2023-24 implemented including 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 2023-	See outcomes section	1 st April 2023 to 31 st March 2024	Andrew Scully, HR Business Partner and Head of HR Operational Services, ScullyA@ealing.gov.uk and 020-8825-6930

³ Linked to the protected characteristics above

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<p>Additional Comments: The Pay Policy Statement has to be reviewed annually. The next review will be in November 2023 and a report on the Pay Policy Statement 2024-25 will be submitted to Full Council in February/March 2024.</p>			

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

Completing Officer Sign Off:	Service Director Sign Off:	<i>HR related proposal (Signed off by directorates HR officer)</i>
<p>Signed:</p>  <p>Name (Block Capitals): ANDREW SCULLY, HR BUSINESS PARTNER</p> <p>Date: 12th January 2023</p>	<p>Signed:</p> <p>Name (Block Capitals): SUE EVANS, Interim DIRECTOR of HR & OD</p> <p>Date: 2023</p>	<p>Signed:</p> <p>Name (Block Capitals): SUE EVANS, Interim DIRECTOR of HR & OD</p> <p>Date: 2023</p>
<p>For EA's relating to Cabinet decisions: received by Committee Section for publication by (date):</p>		

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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.