

Equality Impact Assessment

Service Area	Corporate and Community Services
Policy/Service being assessed	Proposal to introduce the Living Wage
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	N/A
EIA Review team – List of members	MS, EP
Date of this assessment	March 2014
Signature of completing officer (to be signed after the EIA has been completed)	
Name and signature of Head of Service (to be signed after the EIA has been completed)	

A copy of this Equality Impact Assessment Report including relevant data and information should be saved in the Equality and Diversity Folder on the shared drive.

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION AND PROMOTE EQUALITY



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

DEPARTMENT:		Gender			Race			Disability			Sexual Orientation			Religion/Belief			Age			Priority status For EIA		
State the Function/Policy /Service/Strategy being assessed:																						
Implementation of Living Wage for staff at WDC																						

Form A2

Equality Impact Assessment
Please Explain

<u>Stage 1 – Scoping and Defining</u>			
(1) What are the aims and objectives of policy/service?	<i>The proposal is to implement the Living Wage as a discretionary enhancement to basic wages for staff of 18 and over to prevent in work poverty. This would be reviewed on an annual basis.</i>		
(2) How does the policy/service fit with the council's wider objectives?	<i>One of the three key strands within Fit For the Future is staff. By paying the National Living Wage the Council will be showing its commitment to staff on the lowest grades.</i>		
(3) What are the expected outcomes of the policy/service? Who is intended to benefit from the policy/service and in what way?	<i>This is in order to demonstrate WDC's commitment to lead by example in preventing in-work poverty and stimulating economic growth. Research shows that implementation of the living wage is good for business, employers and society</i>		
(4) Does this policy/service have the potential to directly or indirectly discriminate against any particular group? Please identify all groups that are affected and briefly explain why	RACE YES/NO	AGE YES/NO	GENDER YES/NO
	RELIGION/BELIEF YES/NO	DISABILITY YES/NO	SEXUAL ORIENTATION YES/NO
	Other – please specify		
(5) Are there any obvious barriers to accessing the service?	None		
(6) How does the policy/service contribute to promotion of equality?	N/A		

(7) Does the policy/service have the potential to promote good relations between groups?	Not really
<u>Stage 2 - Information Gathering</u>	
(1) What type and range of evidence or information have you used to help you make a judgement about the policy or service?	Benchmarked against other local authorities. A number have introduced the Living Wage.
(2) What consultation/ information has been used? What new consultation, if any, do you need to undertake?	Consultation with recognised unions
<u>Stage 3 – Making a Judgement</u>	
(1) From your data and consultations is there any adverse or negative impact identified for any particular group? Is there any evidence of needs not being met? e.g. language or physical access barriers; lack of appropriate resources or facilities	No No
(2) If there is an adverse impact, can this be justified?	No

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact?	On-going review																													
(4) Is there any positive impact? Does it promote equality of opportunity between different groups and actively address discrimination?	There is a positive employee relations impact for the council as an employer in that the recognised trade unions support the principle of the Living Wage and its adoption by the District Council for its own direct workforce.																													
<u>Stage 4 – Action Planning, Review & Monitoring</u>																														
<p>If No Further Action is required then go to – Review & Monitoring</p> <p>(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p>	<p>EIA Action Plan</p> <table border="1" data-bbox="779 798 2042 1027"> <thead> <tr> <th data-bbox="779 798 1032 874">Action</th> <th data-bbox="1032 798 1285 874">Lead Officer</th> <th data-bbox="1285 798 1538 874">Date for completion</th> <th data-bbox="1538 798 1792 874">Resource requirements</th> <th data-bbox="1792 798 2042 874">Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Action	Lead Officer	Date for completion	Resource requirements	Comments																				
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(2) Review and Monitoring State how and when you will monitor policy and EIA Action Plan	Reviewed March 2014																													

Once complete please save a copy of this EIA into the central drive **L:/Equalities & Diversity/EIA/year/relevant service area**
Please annotate your policy with the following statement:

'An Equality Impact Assessment on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed)'.