

EQUALITY IMPACT ASSESSMENT FORM

1. Policy Information

<p>Date of Assessment: 18 July 2011</p> <p>Name of Document/Service to be assessed: Pay Protection</p> <p>Version No: 1</p> <p>Is this a new or revised document/service? Revised Policy</p>	<p>Title of policy holder/person responsible for policy: Director of HR and Governance</p> <p>Contact Telephone: 01392 261504</p> <p>Directorate and service area(s): HR and Governance</p> <p>Name and/or title of individual(s) or Group completing assessment: Management and Staff Side (JNCC / PPPG)</p>
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2. Assess the impact on equality

Equality Group	POS/NEG/NEU Impact*	Explain reasons for impact	Actions	Date for Completion	Lead
Age	NEG	Changes to final salary may affect pension provisions	To ensure that all information is made available to employees subject to protection arrangements that may run up to final years of employment. Pension Services to supply information on options available. Should career averaging proposals for pension reform be introduced this will no longer be an issue.	1/09/2011	Claire Mortimore
Disability	NEU				
Religion or Belief	NEU				
Gender	POS	Reduction in period of pay protection reduces the impact of an equal pay claim – in response to equal pay for work of an equal value	Reductions in lengthy pay protection can improve morale for staff who are working alongside, enables the workforce to modernise and response to change in a more efficient and timely way, and provides	1/09/2011	Sue Steen

		and a claim that the protection arrangements create an unequal provision and is excessive in length.	equality in pay over a more reasonable period.		
Transgender	NEU				
Race/ethnicity	NEU				
Sexual Orientation	NEU				
Human Rights	NEU				
Deprivation	POS	Pay protection arrangements ensure that employees have the support and capacity to cushion reductions in pay. The effectiveness of change is a enabler to secure more job security across the Trust and to maintain employment for as many people as possible within financial constraints.	Protection arrangements enable the Trust to support staff through the management of change and offer a considerable period of time to adjust or amend to the new terms and conditions. By creating movement and modernisation this will lead to greater overall job security.	1/09/2011	Sue Steen
General	POS	The Trust has a responsibility as a fair and equitable employer to ensure that our legitimate aim (to offer a cushion against reduction in pay) is achievable through proportionate means (i.e. a reasonable protection period). Otherwise it may be susceptible to challenge and will need to make a legitimate legal justification for pay differences.	The implementation of this policy sustains a commitment to protection of earnings for a reasonable period of time, whilst enabling the Trust to respond effectively and legitimately to the management of change.	1/09/2011	Sue Steen

- *Positive impact** means promoting equal opportunities or improving relations within equality groups
- *Negative impact** means that an equality group(s) could be disadvantaged or discriminated against
- *Neutral impact** means that it has no effect currently on equality groups

3. Consider alternatives

- a) **No significant disproportional negative impact identified, policyholder to implement Actions in 2***
- b) **Significant disproportional negative impact identified, policyholder to complete 4 to 9***

**Delete as appropriate*

Print Name: SUE STEEN **Date: 18/07/2011**
(Chair of EIA Group)

4. Identify the aims, objectives and outcomes of the document / service

4.1 Provide a summary of the aims and objectives:

The change will improve the current protection arrangements and ensure that:

- i) the impact that lengthy pay protection arrangements have on equal pay considerations and general morale between colleagues;
- ii) the unreasonably long length of time provided to cushion employees to either readjust their personal financial situation or secure an alternative post that is equivalent to their skills and experience;
- iii) the inability for the Trust to effectively manage change in a timely and cost effective way therefore placing wider employment and cost improvement targets at risk.

4.2 What are the intended outcomes of the document /service?

To enable the Trust to effect changes over a reasonable period of time and ensure pay arrangements are equality proof and free from longer term equal pay claims.

4.3 How will you measure the outcomes?

The effectiveness of the management of change and the modernisation agenda to ensure future financial stability for the Trust.
To monitor and maintain a principle of avoiding compulsory redundancies and staff reductions in front line services.

4.4 Who is intended to benefit?

The whole workforce of the Trust in securing and maintaining and effective response to change and protection.
All staff that are affected by reductions in terms and conditions as a result of management of change will remain protected for a period of 2 years, this is a considerable period of time to readjust given that reasonable alternative employment is rarely considered outside of a "one band" reduction.

5. Gather and consider available information and data

It is important to have as much up to date data and reliable information as possible about the different groups the document/service is likely to or does affect.

What relevant information and data has been considered?

Good practice pay protection arrangements and consideration of equality issues. Benchmarking across all ambulance trusts demonstrate a significant number of trusts have pay protection arrangements commensurate with the proposals or less than the proposals. Of those with more generous policies these are under review with plans to reduce to a more reasonable level.

6. Involvement and further consultation of relevant advisors or groups, if appropriate (*Link with Public Relations & Strategic Comms Manager*)

6.1 Have you consulted on the document/service?

Yes

6.2 If yes, please state which individuals and organisations were consulted.

Recognised staff side representatives at the following meetings:

JNCC 30th March 2011

PPPG 14th June 2011

JNCC 19th July 2011

7. Decide whether to adopt the Document/Service

Do you intend to reject, implement or amend the document/service? Please state which & why

8. Equality Action Plan (to include progress)

Please see Appendix A - action plan template

9. Reporting results

- Keep one copy
- Send one electronic copy to the Equality and Diversity Lead for publishing on the website

Print Name(s): SUE STEEN Date of completion: 18/07/2011

(Policyholder)

Please return the completed form and action plan to the Equality & Diversity Lead by completion date.

Appendix A – Action Plan

Action	Responsibility	Outcome	Target Date	Progress	Completion Date