



Budget number/ Name

HR Policy and Strategy

Cabinet meeting date

13 March 2017

Service area responsible

HR Policy and Strategy

Name of completing officer

Morag McKenzie

Date EqIA created

28 January 2016

Approved by Director / Assistant Director

Martin Cox

Date of approval

March 2016

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'Due regard' to:

- Eliminating discrimination, harassment and victimisation
- Advancing equality of opportunity
- Fostering good relations

As a local authority Northamptonshire County Council also has a 'Specific Duty' to publish information about people affected by our policies and practices.

All assessments must be published on the NCC equalities web pages. All Cabinet papers **MUST** include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the responsibilities outlined above, for more information about the Councils commitment to equality, please visit the [County Council Equalities webpage](#).

Description of proposal

This is an existing policy. The primary purpose of the policy is to clarify the Council's Pay Policy and its commitment to the principle of equal pay in employment.

The Council is committed to operating consistent and equitable pay arrangements for all employees.

The policy sets out key principles that must be adhered to in establishing employee pay levels and in approving pay related allowances. It sets out the basis for determining salaries, how salary levels are arrived at, the method of pay progression and the approval for acting up, market supplement and honoraria payments.

The Council believes that its male and female workers should receive equal pay for like work, work rated as equivalent or work of equal value, and in order to achieve this will maintain a pay system that is transparent, based on objective criteria and free from bias.

This policy provides managers with guidance on the application of salaries and salary related payment.

It also clarifies delegated authority levels.

It will help to ensure that the Council fulfils its statutory duty to promote equality of opportunity in treating all employees in a fair and consistent way.

This policy applies to all employees covered by NCC Local pay bargaining arrangements introduced in April 2013.

This policy may be applied to employees based in schools by specific acceptance of the Governing Body.

Section 8 of the policy (relating to incremental progression) does not apply to Senior Managers (SM1-SM6) or the Chief Executive as their incremental progression operates in accordance with the Director and Senior Managers' Performance Progression Scheme.

This policy does not apply to employees on Uniformed Fire and Rescue pay and conditions of service, with the exception of sections 4, 5, 7, 9 and 12. However, section 14 provides a summary of pay terms for this group.

This policy does not apply to Centrally Employed Teachers, who are covered by the Teachers Pay Policy adopted by the Council.

All 'statutory officer' posts are therefore included within this policy i.e. Head of Paid Service, Director for Adult Social Care Services, Director of Children, Families and Education, Chief Education Officer, Section 151 Officer, Chief Fire Officer and Monitoring Officer.

The aim of this policy is to provide a fair; consistent and transparent process in paying employees.

Generic data used in this Equality Impact Assessment

Data Source (include link where published)	What does this data include?

Service data used in this Equality Impact Assessment	
Data Source (include link where published)	What does this data include?

Tick the relevant box for each line by using a capital 'P' to make a ✓	Based on the above information, what impact will this proposal have on the following groups?			
	Positive	Negative	Neutral	Unsure
Sex	✓			
Gender Reassignment	✓			
Age	✓			
Disability	✓			
Race & Ethnicity	✓			
Sexual Orientation	✓			
Religion or Belief (or No Belief)	✓			
Pregnancy & Maternity	✓			
Human Rights (Please see articles in toolkit)	✓			
Other Groups (rural isolation etc...)	✓			

Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
<p>The impact is expected to be positive in providing fair; consistent; transparent pay for all employees.</p> <p>It will help to ensure that the Council fulfils its statutory duty to promote equality of opportunity and to eliminate unlawful discrimination.</p>	<p>This policy will support managers and employees in all matters relating to pay.</p> <p>It is accessible to all employees via the intranet or on request and will be published on the NCC internet in line with the requirements of the Localism Act 2011.</p>

Consultation and follow up data from actions set above	
Data Source (include link where published)	What does this data include?

Final impact analysis

To support and promote a fair and equitable working environment for all employees.

It provides a transparent, clear and objective process to ensure that all employees are paid fairly and consistently for the work they undertake.

All eligible employees will be treated equally in the management of their pay and associated allowances. It aims to ensure that the gender pay gap is eliminated. The following legislation/supporting legislation is relevant to this policy:

- Equality Act 2010
- The Localism Act 2011

Equality Impact Assessment Review Log

Review approved by Director / Assistant Director	Martin Cox	Date of review	March 2016
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