

APPENDIX E

Equality Impact Assessment Summary

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Policy/Service: Pay Policy for non-medical staff

Background

- Description of the aims of the policy
- Context in which the policy operates
- Who was involved in the Equality Impact Assessment

Agenda for Change (AFC) national terms and conditions of service provide a contractual framework for all employed staff at the Trust (except doctors, dentists and executive-level managers). There are a number of employment and/or pay-related matters for which AFC is either silent or requires greater clarity. As such, the detail of this policy should either be considered as supplementary to AFC or, where there is a conflict between this policy and AFC, this policy supersedes AFC. This policy will be developed so that local additions and variances to AFC terms and conditions are included in this one document.

This policy and procedure applies to all staff within Ashford and St. Peter's Hospitals NHS Foundation Trust except medical and dental staff and executive directors.

The EqIA has been conducted by the policy author.

Methodology

- A brief account of how the likely effects of the policy was assessed (to include race and ethnic origin, disability, gender, culture, religion or belief, sexual orientation, age)
- The data sources and any other information used
- The consultation that was carried out (who, why and how?)

The policy has been assessed both in theory (analysis of the procedure contained within) and practice (reflection on actual examples of application of agenda for change) that have been implemented.

The draft policy underwent a thorough consultation process with Clinical and Executive Directors, General Managers, the Employee Partnership Forum and Human Resources staff.

Key Findings

- Describe the results of the assessment
- Identify if there is adverse or a potentially adverse impacts for any equalities groups

A core principle of the policy is around implementation of equal pay for work of equal value, thus is entirely supportive of equality objectives. Primarily within legislation this applies to issues of gender (equal pay act), but this also supports other protected characteristics under the Equality Act.

Analysis of starting salary and acting-up guidance also supports equal opportunities and ensuring that starting salaries are determined in accordance with demonstrable skills and experience.

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As such, no potentially adverse impacts on equalities groups have been identified.

Conclusion

- Provide a summary of the overall conclusions

The impact of this policy has been assessed and no inequitable adverse consequences have been identified for any of the equalities groups.

Recommendations

- State recommended changes to the proposed policy as a result of the impact assessment
- Where it has not been possible to amend the policy, provide the detail of any actions that have been identified
- Describe the plans for reviewing the assessment

N/A

Guidance on Equalities Groups

Race and Ethnic origin (includes gypsies and travellers) (consider communication, access to information on services and employment, and ease of access to services and employment)	Religion or belief (include dress, individual care needs, family relationships, dietary requirements and spiritual needs for consideration)
Disability (consider communication issues, access to employment and services, whether individual care needs are being met and whether the policy promotes the involvement of disabled people)	Sexual orientation including lesbian, gay and bisexual people (consider whether the policy/service promotes a culture of openness and takes account of individual needs)
Gender (consider care needs and employment issues, identify and remove or justify terms which are gender specific)	Age (consider any barriers to accessing services or employment, identify and remove or justify terms which could be ageist, for example, using titles of senior or junior)
Culture (consider dietary requirements, family relationships and individual care needs)	Social class (consider ability to access services and information, for example, is information provided in plain English?)