

**Equality Impact Assessment (EIA) Stage 1**

<b>Policy or service being assessed: Protection of Pay Policy</b>
<b>Lead Person: Kerry Smith</b>
<b>Person(s) responsible for carrying out the assessment (if not the Lead Parson). N/A</b>

<b>1. Is this a new or existing policy or service?</b>	Existing policy	
<b>2. What is the expected outcome of the service / policy? (e.g. aims, objectives and purposes of the service / policy, standards for practice).</b>	To protect the pay arrangement for employees/staff who are affected my MOC	
<b>3. Does this policy / service link to others? If yes please state link below:</b>	Yes: Management of Change Policy	
<b>4. Who is intended to benefit from the policy / service? In what way?</b>	All employees with 12 months service	
<b>5. How is the policy / service to be put into practice? Who is responsible?</b>	Line Mgrs/Employees are responsible with support from HR	
<b>6. How and where is information about the policy / service publicised? Example on the Trust intra net, and the internet/portal.</b>	Intranet, Line Mgrs updates, Workforce Reports, Trust Communications	
<b>7. What regular consultation do you carry out with different communities and groups re the policy / service?</b>	Discussed and reviewed with Staff Side representatives and Bench Marked against the local health economy	
<b>8. Are there concerns that the policy / service could have an adverse impact because of:</b>	<u><b>Yes/No</b></u>	
<b>-Age</b>		No
If YES to the above please state evidence (either presumed or otherwise)	<p>Policy provides pay protection for staff with 12 months or more service who, as a consequence of organisational change, suffer a reduction in earnings (see policy for details).</p> <p>Maximum benefit achieved at 5 years, therefore no significant adverse impact on younger staff ie a proportionate approach to a legitimate aim.</p>	

<b>-Disability</b>		
If YES to the above please state evidence (either presumed or otherwise)		No
<b>-Gender</b>		
If YES to the above please state evidence (either presumed or otherwise)		No
<b>-Ethnicity</b>		
If YES to the above please state evidence (either presumed or otherwise)		No
<b>-Sexual Orientation</b>		
If YES to the above please state evidence (either presumed or otherwise)		No
<b>-Religion / Belief</b>		
If YES to one or more of the above please state evidence (either presumed or		No
<b>9. Do the differences amount to discrimination and the potential for</b>		No
<b>10. If YES could it still be justifiable e.g. on grounds of promoting equality of opportunity for one group? Or any other reason</b> i.e. Indirect discrimination can be justifiable sometimes when a service is being provided for a particular target group e.g. Asian women's breast screening, Gay men's sexual health clinic, gender specific services /environments	/	/
<b>If YES, please give reasons:</b>	/	/
<b>11. Do you think this policy/ service specifically contributes to promoting</b>	N/A	
<b>12. What approaches will you take to get feedback on your assessment?</b>	HR Advisory team to coach and guide managers when necessary with the support of Staff Side	
<b>13. Will the assessment link to other mainstream service planning or review processes?</b>	N/A	

# Form POL3

14. Should there now be a Full Impact Assessment and if so, what are the reasons for this?	No
15. Date on which full assessment to be completed by.	N/A
16. What further data or information do you need to carry out a full assessment?	N/
17. Do you need any additional assistance to help you carry out the full assessment?	N/A
18. Date of assessment:	August 2016
Other points to consider at review	

## GETTING FEEDBACK AND ADVICE

Feedback should now be sought from the Trust Diversity & Inclusion Team. Please forward to the Patient and Public Involvement (PPI) / Equality and Diversity Team via email:

[Diversity@northstaffs.nhs.uk](mailto:Diversity@northstaffs.nhs.uk)

### What feedback / guidance was provided?

Updated POL3 to include reference to length of service and potential for age discrimination. No concerns identified.

Signed (Lead Assessor)



Lesley Faux, Diversity & Inclusion Lead

Date

09/09/2016