

TITLE <i>Name/description of the issue being assessed</i>	Pay Policy Statement 2016/2017
DATE <i>Date the DIA is completed</i>	7 January 2016
LEAD OFFICER <i>Name of person responsible for carrying out the DIA.</i>	Carrie McKenzie Head of HR and Organisational Change

- 1 Summary description of the proposed change**
- *What is the change to policy/service/new project that is being proposed?*
 - *How does it compare with the current situation?*

To comply with Section 38 (1) of the Localism Act 2011, whereby all English and Welsh local authorities are to produce a pay policy statement for 2012/2013 and for each financial year after that.

The aim of Section 38 is to ensure that there is openness and transparency with regard to the commitment of public money through employee remuneration

The pay policy statement is required to set out the council's policies relating to the remuneration of its chief officers and its lowest-paid employees, and the relationship between the two.

The statement is also required to show that the pay relationship between the chief officer and the lowest paid employee is within the accepted pay multiplier as suggested by Will Hutton's 2011 Review of Fair Pay in the public sector.

Diversity impact assessment

2 Summary of evidence used to support this assessment

- *Eg: Feedback from consultation, performance information, service user records etc.*
- *Eg: Comparison of service user profile with Medway Community Profile*

In line with previous practice, there was no formal consultation with Trade Unions or staff forums. The pay policy statement was shared with both Legal and Finance and there was no comment from either.

3 What is the likely impact of the proposed change?

Is it likely to :

- *Adversely impact on one or more of the protected characteristic groups?*
- *Advance equality of opportunity for one or more of the protected characteristic groups?*
- *Foster good relations between people who share a protected characteristic and those who don't?*

(insert ✓ in one or more boxes)

Protected characteristic groups	Adverse impact	Advance equality	Foster good relations
Age			X
Disability			X
Gender reassignment			X
Marriage/civil partnership			X
Pregnancy/maternity			X
Race			X
Religion/belief			X
Sex			X

Diversity impact assessment

Sexual orientation			X
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Other (e.g. low income groups)			X
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4 Summary of the likely impacts

- *Who will be affected?*
- *How will they be affected?*

The pay policy complies with the requirements of the legislation and there is no impact on any of the protected characteristic groups.

5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- *Are there alternative providers?*
- *What alternative ways can the Council provide the service?*
- *Can demand for services be managed differently?*

Not applicable

6 Action plan

- *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence*

Action	Lead	Deadline or review date
Not applicable		

Diversity impact assessment

7 Recommendation

*The recommendation by the lead officer should be stated below.
This may be:*

- *to proceed with the change implementing action plan if appropriate*
- *consider alternatives*
- *gather further evidence*

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

Not applicable

8 Authorisation

The authorising officer is consenting that:

- *the recommendation can be implemented*
- *sufficient evidence has been obtained and appropriate mitigation is planned*
- *the Action Plan will be incorporated into service plan and monitored*

**Assistant
Director**

Tricia Palmer

Date

7 January 2016

Contact your Performance and Intelligence hub for advice on completing this assessment

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Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication