

# Diversity impact assessment

<b>TITLE</b>
Term Time Only (TTO) employee pay
<b>DATE</b>
4 April 2022
<b>LEAD OFFICER.</b>
Nicola Smith, Deputy Head of HR (Strategic)
<b>1 Summary description of the proposed change</b>
What is the change to policy / service / new project that is being proposed? How does it compare with the current situation?
Offer of compensation to TTO employees for a change in pay calculation in April 2020. Compensation will redress any underpayment of holiday pay made in the previous 2 years.
<b>2 Summary of evidence used to support this assessment</b>
Eg: Feedback from consultation, performance information, service user. Eg: Comparison of service user profile with Medway Community Profile
Equality profiling using anonymised data from HR records.

<b>3 What is the likely impact of the proposed change?</b>
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
<b>(insert Yes when there is an impact or No when there isn't)</b>

Protected characteristic groups (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations
<b>Age</b>			✓
<b>Disability</b>			✓
<b>Gender reassignment</b>			✓
<b>Marriage/civil partnership</b>			✓
<b>Pregnancy/maternity</b>			✓
<b>Race</b>			✓

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Protected characteristic groups (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations
<b>Religion/belief</b>			✓
<b>Sex</b>		✓	
<b>Sexual orientation</b>			✓
<b>Other (eg low income groups)</b>		✓	

#### 4 Summary of the likely impacts

Who will be affected?  
How will they be affected?

Many TTO roles are held by women and some roles are in low paid occupations such as cleaning. The introduction of a best practice calculation and payment of compensation will be of financial benefit to these groups.

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

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

N/A

#### 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
Compensation offers will be rolled out in summer 2022	Nicola Smith	31 July 2022

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## **7 Recommendation**

The recommendation by the lead officer should be stated below. This may be: to proceed with the change, implementing the 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.

The change should proceed.

## **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 the relevant Service Plan and monitored

**Assistant Director/ CHIEF ORGANISATIONAL CULTURE OFFICER**

Samantha Beck-Farley

## **Date of authorisation**

5 April 2022