

Diversity impact assessment

TITLE Name / description of the issue being assessed	Job Evaluation Policy
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DATE Date the DIA is completed	08/08/2024
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LEAD OFFICER Name, title and dept of person responsible for carrying out the DIA.	Nicola Trainor, Head of Council Planning & Programmes
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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?

Following the implementation in May 2023 of a new Job Evaluation system (Gauge+) and the subsequent refinement of the Job Evaluation process, the introduction of a Job Evaluations policy is being proposed to set in place the best practice and guidance.

Prior to this there has not been a Job Evaluation policy in place at Medway.

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

The policy and supporting documentation has been shared with HROC SMT for review and comment, and shared with Trade Unions and Employee Forums for consultation, with certain feedback being applied to the policy.

Staff equalities data has also been used to support the DIA.

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 (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations
Age			✓
Disabilty			✓
Gender reassignment			✓

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Marriage/civil partnership			✓
Pregnancy/maternity		✓	
Race			✓
Religion/belief			✓
Sex		✓	
Sexual orientation			✓
Other (eg low income groups)			✓

4 Summary of the likely impacts

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

Within Medway there is a higher percentage of female employees (74.52%) the addition of a JE policy that evaluates posts and not people helps remove any potential disadvantages to pay based on gender.

This also means anyone on maternity/paternity/adoption leave wouldn't be disadvantaged with the presence of job evaluation and associated policy.

The addition of a JE policy has a positive impact on all protected characteristics as it removes any bias or potential discrimination when setting pay.

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?

There are no known adverse impacts to the implementation of this policy, risk could come from not having a policy in place leading to potential tribunal claims. This would be mitigated by the introduction of a policy and appeals process as evident in the Job Evaluation policy.

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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
n/a		

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 recommendation is that the Employee Matters Committee approve the introduction of the new Job Evaluation Policy.

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

Date