

Chesterfield Borough Council

Equality Impact Assessment - Preliminary Assessment Form

The preliminary impact assessment is a quick and easy screening process. It should identify those policies, projects, services, functions or strategies which require a full EIA by looking at negative, positive or no impact on any of the equality groups.

Service Area: HR
Section: HR
Lead Officer: Kate Harley

Title of the policy, project, service, function or strategy the preliminary EIA is being produced for:

Implementation of Living Wage

Is the policy, project, service, function or strategy:

Existing ☐
Changed ☐
New/Proposed x

Q1 - What is the aim of your policy or new service?

The aim of this policy is to provide an annual uplift in salary to the council employees on the lowest pay levels to bring them in line with the voluntary national living wage. This will only apply to NJC Green Book employees as those craft workers who received a lower hourly rate also received a guaranteed bonus which brings their actual pay above the voluntary living wage rate.

Q2 - Who is the policy or service going to benefit?

All employees on NJC Green Book terms and conditions will receive this annual allowance, decided on an annual basis subject to budgetary constraints.

Q3 - Thinking about each group below, does, or could the policy, project, service, function or strategy have an impact on protected characteristics below? You may also need to think about sub groups within each characteristic e.g. older women, younger men, disabled women etc.

Please tick the appropriate columns for each group.

Group or Protected Characteristics	Potentially positive impact	Potentially negative impact	No impact
Age – including older people and younger people.	Neither positive or negative impact		
Disabled people – physical, mental and sensory including learning disabled people and people living with HIV/Aids and cancer.	Neither positive or negative impact		
Gender – men, women and transgender.	x		
Marital status including civil partnership.	Neither positive or negative impact		
Pregnant women and people on maternity/paternity. Also consider breastfeeding mothers.	Neither positive or negative impact		
Sexual Orientation – Heterosexual, Lesbian, gay men and bi-sexual people.	Neither positive or negative impact		
Ethnic Groups	Neither positive or negative impact		
Religions and Beliefs including those with no religion and/or beliefs.	Neither positive or negative impact		
Other groups e.g. those experiencing deprivation and/or health inequalities.	Neither positive or negative impact		

If you have answered that the policy, project, service, function or strategy could potentially have a negative impact on any of the above characteristics then a full EIA will be required.

Q4 - Should a full EIA be completed for this policy, project, service, function or strategy?

Yes ☐
No ☒

Q5 - Reasons for this decision:

This policy aims to promote the lowest paid staff with an uplift on pay. This group of staff are predominantly women and therefore this will have a positive impact on this particular group.

Please e-mail this form to the Policy Service before moving this work forward so that we can confirm that either a full EIA is not needed or offer you further advice and support should a full EIA be necessary.