

Initial Equalities Screening Record Form

Date of Screening: July 2015	Directorate: Corporate Services	Section: HR			
1. Activity to be assessed	Report on calculation of severance payments – for members to consider if the payment levels are appropriate				
2. What is the activity?	<input checked="" type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change				
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing				
4. Officer responsible for the screening	Pat Butler				
5. Who are the members of the screening team?	Pat Butler, Melissa Berry, Tony Madden				
6. What is the purpose of the activity?	Policy determines the level at which severance payments are made when redundancies occur. It does not cover the reasons for redundancies or the selection criteria or the conduct of a restructuring exercise, which are part of a separate policy and procedure				
7. Who is the activity designed to benefit/target?	It benefits/targets those being made redundant				
Protected Characteristics	Please tick yes or no	Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both? If the impact is neutral please give a reason.	What evidence do you have to support this? E.g equality monitoring data, consultation results, customer satisfaction information etc Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data		
8. Disability Equality	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Y ✓</td> <td style="width: 50%; text-align: center;">N</td> </tr> </table>	Y ✓	N	There is no difference in payment to a disabled employee. However, anecdotally it may be harder for someone with a disability to find new employment if made redundant. So although their severance payment is no different, the impact on them of a reduction in the payment basis may be significant	EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
Y ✓	N				
9. Racial equality	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Y</td> <td style="width: 50%; text-align: center;">N ✓</td> </tr> </table>	Y	N ✓		EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
Y	N ✓				

10. Gender equality	Y✓	N	There is no difference in payment related to gender. However, women are statistically more likely to be part time and/or low paid and would therefore be disproportionately affected by a reduction in the payment basis.	EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
11. Sexual orientation equality	Y	N✓		EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
12. Gender re-assignment	Y	N✓		No data held on gender reassignments
13. Age equality	Y✓	N	The current structure of the severance payments is geared to pay an enhanced severance to those who have no access to pension, as they are likely to have only welfare benefits to live on while securing new employment; those with a pension income receive statutory payment only but have income and a separate lump sum from the pension.	EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
14. Religion and belief equality	Y	N✓		EIA screenings on each major redundancy exercise inform Members on the demographics of those affected
15. Pregnancy and maternity equality	Y	N✓		
16. Marriage and civil partnership equality	Y	N✓		
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders) and on promoting good community relations.	The severance payments are based on statutory redundancy payments, and therefore take age and length of service as two key factors. Those who are younger and those who have shorter service receive less payment if made redundant. Therefore as the law is structured in this way, it accepts that this is a proportionate response to the fact that those who are older typically will find it harder to secure new employment and those with longer service may find it harder to secure new employment at an equivalent salary level.			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	As outlined above, the difference in treatment of those with access to pension is intended to give extra assistance to those with no access to pension. It is not directly age linked – someone who is not in the pension scheme will receive enhanced severance regardless of age – but as age is a factor in access to pension, typically more people under 55 will receive enhancements.			

19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	Demographic make up of those made redundant will vary with every exercise and be reflected in EIAs on each exercise.		
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?	Y	N✓	Based on statutory payments and multiples of those payments, which has been held to be proportionate in its impact.
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?			
22. On the basis of sections 7 – 17 above is a full impact assessment required?	Y	N✓	Please explain your decision. If you are not proceeding to a full equality impact assessment make sure you have the evidence to justify this decision should you be challenged.
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.			
Action	Timescale	Person Responsible	Milestone/Success Criteria
24. Which service, business or work plan will these actions be included in?	n/a – if agreed by Employment Committee will be directly implemented		
25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?			
26. Chief Officers signature.	Signature:		Date:

When complete please send to abby.thomas@bracknell-forest.gov.uk for publication on the Council's website.