

Equality Impact Analysis

This equality impact analysis establishes the likely effects and unintended consequences that decisions, policies, projects and practices can have on people at risk of discrimination, harassment and victimisation. The analysis considers documentary evidence, data and information from stakeholder engagement/consultation to manage risk and to understand the actual or potential effect of activity, including both positive and adverse impacts, on those affected by the activity being considered.

To support completion of this analysis tool, please refer to the equality impact analysis guidance.

Section 1 – Analysis Details (Page 5 of the guidance document)

Name of Policy/Project/Decision	Pay Policy Statement
Lead Officer/SRO/Project Manager	Catherine King
Department/Team	HR, Corporate Core
Proposed Implementation Date	April 2026
Author of the EqIA	Catherine King
Date of the EqIA	7 th January 2026

1.1 What is the main purpose of the proposed policy/project/decision and intended outcomes?

In accordance with section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”. This Pay Policy Statement sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011.

The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees (excluding teaching staff working in local authority schools) by identifying:

- the methods by which salaries of all employees are determined;
- the detail and level of remuneration of its most senior staff i.e. ‘Chief Officers’, as defined by the relevant legislation;
- the constitutional arrangements in place for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council.

Section 2 – Impact Assessment (Pages 6 to 9 of the guidance document)

2.1 Who could the proposed policy/project/decision likely have an impact on?

Employees: Yes/No

Community/Residents: Yes/No

3rd parties such as suppliers, providers and voluntary organisations: Yes/No

If there is no likely impact on any of these, a full equality impact analysis is not required

2.2 Evidence to support the analysis. Include documentary evidence, data and stakeholder information/consultation

Documentary Evidence:

Data:

Employment Equality Report 2024 <https://www.bury.gov.uk/asset-library/employment-equality-report-2024-v2-002.pdf>

Gender Pay Gap data within the Pay Policy Statement

Stakeholder information/consultation:

UNISON

2.3 Consider the following questions in terms of who the policy/project/decision could likely have an impact on. Detail these in the impact assessment table (2.4) and the likely impact this would have.

- Could the proposal prevent the promotion of equality of opportunity or good relations between different equality groups? No
- Could the proposal create barriers to accessing a service or obtaining employment with us for people from an equality group? No
- Could the proposal affect the usage or experience of a service by people from an equality group? No
- Could people from an equality group be disproportionately advantaged or disadvantaged by the proposal? Yes – Occupational segregation means some equality groups may benefit more from the additional supplements to pay at the bottom of the Council's pay scale.
- Could the proposal make it more or less likely that people from an equality group will be at risk of harassment or victimisation? No
- Could the proposal affect public attitudes towards people from an equality group (e.g. by increasing or reducing their presence in the community)? No

- Could the proposal prevent or limit people from an equality group contributing to the democratic running of the council? **No**

2.4 Characteristic	Potential Impacts	Evidence (from 2.2) to demonstrate this impact	Mitigations to reduce negative impact	Impact level with mitigations Positive, Neutral, Negative
Age	Neutral			Positive
Disability	Neutral			
Gender Reassignment	Neutral			
Marriage and Civil Partnership	Neutral			
Pregnancy and Maternity	Neutral			
Race	Positive	Occupational segregation sees a higher proportion of people identifying with this characteristic in lower graded roles. They will be positively impacted by the proposed addition of non-consolidated supplements to the lower points of pay and the Council's continued commitment to the Living Wage		
Religion and Belief	Neutral			
Sex	Positive	Occupational segregation sees a higher proportion of women in lower graded roles. They will be positively impacted by the proposed addition of non-consolidated supplements to the lower points of pay and the		

		Council's continued commitment to the Living Wage		
Sexual Orientation	Neutral			
Carers	Neutral			
Looked After Children and Care Leavers	Neutral			
Socio-economically vulnerable	Positive	People experiencing socio-economic vulnerability will be positively impacted by the proposed addition of non-consolidated supplements to the lower points of pay and the Council's continued commitment to the Living Wage		
Veterans	Neutral			

Actions required to mitigate/reduce/eliminate negative impacts or to complete the analysis

2.5 Characteristic	Action	Action Owner	Completion Date

Section 3 - Impact Risk (Pages 9 and 10 of the guidance document)

Establish the level of risk to people and organisations arising from identified impacts, with additional actions completed to mitigate/reduce/eliminate negative impacts.

3.1 Level of impact / Likelihood	Unlikely (U)	Possible (P)	Likely (L)	Very Likely (V)
High Impact (H)	4	8	12	16
Medium Impact (M)	3	6	9	12
Low Impact (L)	2	4	6	8
Positive or No Impact (N)	1	1	1	1
Risk Level	No Risk = 1	Low Risk = 2 - 4	Medium Risk = 6 – 9	High Risk = 12 - 16

3.2 Level of risk identified	1 – positive/no impact
3.3 Reasons for risk level calculation	

Section 4 - Analysis Decision (Page 11 of the guidance document)

4.1 Analysis Decision	Reasons for This Decision
There is no impact therefore the activity will proceed	X The Pay Policy Statement has a positive impact in that the pay structure, commitment to the real living wage and the non-consolidated settlements at the lower end of the pay spine support those who are more socio-economically vulnerable. It also helps to tackle any elements of race and gender based occupational segregation in the workforce.
There are low impacts or risks identified which can be mitigated or managed to reduce the risks and activity will proceed	
There are medium to high risks identified which cannot be mitigated following careful and thorough consideration. The activity will proceed	

with caution and this risk recorded on the risk register, ensuring continual review

Section 5 – Sign Off and Revisions (Page 11 of the guidance document)

5.1 Sign Off	Name	Date	Comments
Lead Officer/SRO/Project Manager	Catherine King	07/01/26	
EDI	L. Cawley	08/01/26	QA Completed. The equality analysis has identified the characteristics likely impacted by the actions and work carried out as part of the council's pay policy analysis and reporting. All impacts are likely to be positive in reducing inequality and disadvantage.

EqIA Revision Log

5.2 Revision Date	Revision By	Revision Details