

Equality Impact Assessment Template

Model Schools' Pay Policy 2018/19

October 2018

Please complete this template using the [Equality Impact Assessment Guidance document](#)

Version 3: January 2013

Title of proposal <i>(include forward plan reference if available)</i>	Model Schools' Pay Policy 2018/19
Directorate and Service Area	Children's Services
Name and title of Lead Officer completing this EIA	Louise Lawrence (HR Service Manager)
Contact Details	Louise_Lawrence@sandwell.gov.uk 0121 569 3845
Names and titles of other officers involved in completing this EIA	Lakhbir Mahal (Assistant HR Business Partner) 0121 569 3855
Partners involved with the EIA where jointly completed	
Date EIA completed	8 October 2018
Date EIA signed off or agreed by Director or Executive Director	
Name of Director or Executive Director signing off EIA	Chris Ward, Director – Education, Skills and Employment
Date EIA considered by Cabinet Member	

See [Equality Impact Assessment Guidance](#) for key prompts that must be addressed for all questions

- The purpose of the proposal or decision required
(Please provide as much information as possible)**

The Statutory Instrument School Teachers' Pay and Conditions Order 2018 makes provision for the determination of the remuneration of school teachers (within the meaning of Section 122 of the Education Act 2002) in England. This is due to come into force 1 September 2018.

From this Order the Schools Teachers' Pay and Conditions Document (STPCD) 2018 contains provisions relating to the statutory conditions of employment of school teachers in England, relating to teachers employed by a local authority or by the governing body of a foundation and voluntary aided school.

The STPCD places a statutory duty on organisations employing teachers to have a pay policy in place which sets out the basis on which they determine teachers' pay, the date by which it will determine the teacher's annual pay review and to establish procedures for addressing teachers' grievances in relation to their pay.

The Model Schools' Pay Policy is for Sandwell Maintained schools where there is delegated authority and pay decisions are made by the Governing Body, and for Pupil Referral Units where decisions are made by the Management Committee.

The policy has been subject to consultation with the Teacher Trade Unions.

The purpose of this report is to seek approval of the Cabinet for the revised Schools Pay Policy 2018/19.

The Model Schools Pay Policy if agreed will be published and recommended to Sandwell schools for their Governing Bodies to adopt.

2. Evidence used/considered

Officers have considered the following documents

- The School Teachers Pay and Conditions Document 2018
- DfE guidance 2018
- NEOST response to consultation on the draft interim 2018 STPCD
- Various trade unions guidance on teachers' pay and conditions
- Sandwell's current Schools' Pay Policy (2017/18)

3. Consultation

The Local Authority and trade union colleagues have been consulted on the Schools' Pay Policy 2018/19.

In response to the discretion available within the School Teachers' Pay and Conditions Document in 2018, the views of head teachers have been sought specifically in relation to the application of the pay award to all pay ranges. Having due regard to any staff recruitment and retention issues and the impact the pay award may have on School budgetary pressures, views have been sought on whether head teachers have a preference for the respective percentage uplift to be applied to all points of the pay ranges (Option 2) or to the minimum and maximum points only (Option 1).

Feedback was sought over a 2-week period and based on a total of 73 responses, 63 were in favour of Option 2 (percentage uplift being applied to all the pay points within the respective ranges) and 5 were in favour of Option 1 (percentage uplift being applied to the minimum and maximum points only). A further 5 respondents were in favour of Option 2 but with a preference for the percentage uplift to be applied to all points of the Leadership Pay Range only.

Due to the late notification and confirmation of the STPCD 2018, consultation with Trade Unions could not commence prior to the start of the Autumn Term. Trade Unions were notified of the pay proposals that Sandwell MBC was recommending but these could not be confirmed until the STPCD was laid before parliament. Therefore, to prevent a delay in the actioning of the pay award, all Trade Unions were written to in September to confirm the employer's position and invited to give their comments at the side panel meeting on 11 October 2018.

The policies will be submitted to the Joint Union Panel meeting on 16 October 2018.

Schools have been presented with two options in relation to the application of the pay award to the pay ranges. These options have been informed by the views of head teachers and also reflect the views of trade unions both locally and nationally. In considering these pay options, the pay award to all points and not just to the minimum and maximum points would potentially assist Schools experiencing staff recruitment and retention difficulties but would also need to be balanced with any consequential impact on budgetary pressures i.e. its affordability.

4. Assess likely impact

Please give an outline of the overall impact if possible.

By making these changes that relate to statutory changes within STPCD, there will be no adverse impact on any protected groups as it continues to apply to all teachers. Awarding the same increase to all pay points within the respective pay range (Option 2) would also be more equitable than focusing on the minimum and maximum points only (Option 1) which would result in no pay award for those teachers on the intervening points.

Please complete the table below at 4a to identify the likely impact on specific protected characteristics

4a. Use the table to show:

- Where you think that the strategy, project or policy could have a negative impact on any of the equality strands (protected characteristics), that is it could disadvantage them or if there is no impact, please note the evidence and/or reasons for this.
- Where you think that the strategy, project or policy could have a positive impact on any of the groups or contribute to promoting equality, equal opportunities or improving relationships within equality characteristics.

Protected Characteristic	Positive Impact	Negative Impact	No Impact	Reason and evidence (Provide details of specific groups affected even for no impact and where negative impact has been identified what mitigating actions can we take?)
	✓	✓	✓	
Age			✓	
Disability			✓	
Gender reassignment			✓	
Marriage and civil partnership			✓	
Pregnancy and maternity			✓	
Race			✓	
Religion or belief			✓	
Sex			✓	
Sexual orientation			✓	
Other				

Does this EIA require a full impact assessment? Yes No

If there are no adverse impacts or any issues of concern or you can adequately explain or justify them, then you do not need to go any further. You have completed the screening stage. You must, however, complete sections 7 and 9 and publish the EIA as it stands.

If you have answered yes to the above, please complete the questions below referring to the guidance document.

5. What actions can be taken to mitigate any adverse impacts?

Although we do not foresee any adverse impact these policies will be communicated to all teachers by the head teacher via their approved communication channels.

Support will be available to all teachers/head teachers via their trade union representatives.

Head teachers/governors will receive the relevant briefings and training.

6. As a result of the EIA what decision or actions are being proposed in relation to the original proposals?

The new School Teachers' Pay and Conditions Document will come into force 1 September 2018, which will supersede the 2017 STPCD. Schools and local authorities must abide by the statutory requirements for teachers' pay set out in the STPCD 2018. There is also guidance within the STPCD and any failure to follow the guidance may be taken into account at any court or tribunal proceedings.

The current 2017/18 policies do not include the statutory changes, therefore will not meet the requirements of the STPCD 2018, as such it is recommended that the new policies be noted and agreed.

Action required – to agree and approve the revised Model Schools' Pay Policies 2018/19.

7. Monitoring arrangements

There is a requirement in the STPCD that the outcomes and impact of the policy is monitored on an annual basis in conjunction with union representatives. This is also included in the Pay Policies.

In addition, the Governing Body/Local Authority will monitor trends in progression across specific groups of teachers to assess the policy's effectiveness and the school's/the local authorities continued compliance with equalities legislation.

8. Action planning

Briefings and training will be made available for all Head Teachers and Governors, where required.

Any further action required will be identified following policy implementation.

Question no. (ref)	Action required	Lead officer/ person responsible	Target date	Progress

9. Publish the EIA

The EIA will be published on the internet through the Council's Management Information System.

Where can I get additional information, advice and guidance?

In the first instance, please consult the accompanying guide "Equality Impact Assessment Guidance"

Practical advice, guidance and support

Help and advice on undertaking an EIA, using the electronic EIA toolkit or receiving training related to equalities legislation and EIAs is available to **all managers** across the council from officers within Improvement and Efficiency. The officers within in Improvement and Efficiency will also provide overview quality assurance checks on completed EIA documents.

Please contact:

Kashmir Singh - 0121 569 3828
Surinder Punn - 0121 569 3810