

July 2015

Please read the guidance before completing this form

**KENT COUNTY COUNCIL
EQUALITY ANALYSIS / IMPACT ASSESSMENT (EqIA)**

Directorate: EODD on behalf of all directorates

Name of policy, procedure, project or service Apprentice Pay

What is being assessed? The increase to Apprentice Pay Rates.

Responsible Owner/ Senior Officer Colin Miller, Reward Manager

Date of Initial Screening 14 October 2015

Update each revised version below and in the saved document name.

Version	Author	Date	Comment
V1	Colin Miller	14 October 2015	

Screening Grid

Characteristic	Could this policy, procedure, project or service, or any proposed changes to it, affect this group less favourably than others in Kent? YES/NO If yes how?	Assessment of potential impact HIGH/MEDIUM LOW/NONE UNKNOWN		Provide details: a) Is internal action required? If yes what? b) Is further assessment required? If yes, why?	Could this policy, procedure, project or service promote equal opportunities for this group? YES/NO - Explain how good practice can promote equal opportunities
		Positive	Negative	Internal action must be included in Action Plan	If yes you must provide detail
Age	No	Low		Apprentice pay and progression framework is already in operation. There is a requirement to review pay rates as a result of an increase to the national minimum pay point. This gives KCC the opportunity to review and enhance the levels paid.	The intention of increasing the Apprentice Pay rates is to ensure that the Authority has the ability to attract young people into its workforce. It is also intended to complement the established pay and progression policies to help address the ageing profile of the organisation as apprentices can transfer into the wider workforce.
Disability	No				No impact identified for this characteristic.
Gender	No				No impact identified for this characteristic.
Gender identity	No				No impact identified for this characteristic.
Race	No				No impact identified for this characteristic.
Religion or belief	No				No impact identified for this characteristic.
Sexual orientation	No				No impact identified for this characteristic.
Pregnancy and	No				No impact identified for this characteristic.

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maternity					
Marriage and Civil Partnerships	No				No impact identified for this characteristic.
Carer's responsibilities	No				No impact identified for this characteristic.

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Part 1: INITIAL SCREENING

Proportionality - Based on the answers in the above screening grid what RISK weighting would you ascribe to this function – see Risk Matrix

Low	Medium	High
Low relevance or Insufficient information/evidence to make a judgement.	Medium relevance or Insufficient information/evidence to make a Judgement.	High relevance to equality, /likely to have adverse impact on protected groups

State rating & reasons

Taking the likelihood, potential impact and numbers of apprentices into account, the overall impact is assessed as Low. The proposed change is seen as positive and ensures we pay at least the national minimum.

Context – What we do now and what we are planning to do

On the 1st October 2015 the National Apprenticeship minimum wage has risen from £2.73 to £3.30 per hour which equates to £122.10 per week. In response to this, at least the minimum salary paid to KCC apprentices must be adjusted.

The change to the apprentice pay rate gives the opportunity to review the pay scales more widely and consider a review mechanism.

KCC wants to position itself as an ambassador of apprenticeships and set an example to other organisations. We do not currently appear to be experiencing recruitment difficulties based on pay as this is not raised as an issue in the New Joiner's Survey for apprentices. The top reasons for applying are opportunities for development and training, nature of the work and location.

Personnel Committee discuss and approve the proposed pay increases.

Aims and Objectives

Advance the equality of opportunity and fostering good relationships with young people as they are offered apprenticeship placements within KCC.

Offering pay rates with progression which are seen to be competitive for apprenticeships is a way of ensuring KCC has the ability to attract and appoint quality candidates.

Beneficiaries

Current apprentices and potential recruits to the scheme.

