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Olympic Delivery Authority Equality Impact Assessment

The Human Resources function and People Strategy

Full assessment



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1 Executive summary

This Equality Impact Assessment (EqIA) of the Olympic Delivery Authority's (ODA)¹ People Strategy and Human Resources Policies has sought to assess the likely impact of the implementation of employment standards, practices and procedures by this function on the equality groups.

For the purpose of this assessment the equality groups include black, Asian and minority ethnic communities, women, disabled people, lesbians and gay men, young people, older people and faith groups.

This assessment considers the effect of the ODA's overarching people strategy and the associated human resource policies on its employees and where applicable, job applicants.

The EqIA process plays a vital role in the development and improvement of HR policies and will assist the ODA in ensuring that it meets its employment and statutory duties.

This assessment also illustrates how the implementation of the policies translates into action and the effects this has on the ODA workforce.

As a public body, the ODA is required to meet the public sector equality duties. These duties place a positive requirement on the ODA to have due regard to race, disability and gender equality when performing its activities.

This assessment has identified that the ODA are compliant in monitoring against the current public sector equality duties but based on proposed changes to diversity legislation, this assessment recommends a number of additional actions that will enhance the HR team's ability to deliver the people strategy in a way that is more closely aligned to the aspirations of the ODA's equality strategy.

¹ A glossary of terms is available in Appendix 1

2 Introduction

2.1 Purpose of this full assessment

This is the Equality Impact Assessment (EqIA) of the Olympic Delivery Authority's (ODA) People Strategy and Human Resources Policies.

The purpose of this EqIA is to analyse the baseline evidence, which exists in relation to the impact of this function on ODA employees, and where relevant job applicants on the equality groups.

Within this assessment equality groups includes but are not limited to children, young people, older people; women, transgender people; disabled people, Black, Asian and minority ethnic groups (BAME); lesbians, gay men, bi-sexuals; and people of different religions and faiths.

The baseline information for this assessment has been drawn from the employment and equality legislation under which the ODA operates. This assessment also considers the Government's latest proposal to introduce a single equality act that will extend protection afforded to the newer equality areas of age, religion and belief and sexual orientation.

2.2 Legal Framework

In 2006, the London Olympic and Paralympic Games Act added the ODA to the list of public bodies to which the public sector equality duties apply.

The first public sector duty was introduced in the Race Relations (Amendment) Act in 2002 followed by the Disability duty in December 2006, and the Gender duty from April 2007.

As a public body, the ODA therefore has a statutory duty to promote race, gender and disability equality within employment, service provision and procurement.

Public Sector Equality Duties

The public sector equality duties are separated into the general and specific duties that place positive requirements on the ODA to promote equality within these three diversity strands through:

Race equality duty requires the:

- Elimination of unlawful discrimination;
- Promotion of equal opportunities;
- Promotion of good community relations between people in different racial groups

Disability equality duty the:

- Elimination of harassment of disabled people that is related to their disabilities;
- ODA to take into account an individual's impairments even where that involves treating disabled people more favourably than non-disabled people;
- Promotion of positive attitudes to disabled people, and;
- Promote the participation of disabled people in public life.

Gender equality duty requires the:

- Elimination of unlawful Harassment and discrimination, specifically discrimination towards transsexual people;
- Eliminate gender inequalities;
- Promotion of equality of opportunity, and;
- Promoting good relations between people of different groups.

Public Sector Equality Duties - General Duty requirements

In order to meet the general duty the ODA is required to:

- Identify which of its functions and policies are relevant to the duty.
- Prioritise these functions and policies in relation to the level of impact they have, or can potentially have, on these three equality strands.
- Assess whether the relevant functions and policies are currently being carried out in a way, which meets the three parts of the duty.
- Consider any changes that are needed to meet the duty, and then implement practices to make the changes.
- Gathering and analysing information on these equality strands
- Consult stakeholders on equality issues that may affect them

Public Sector Equality Duties - Specific Duty requirements

These requirements create a framework for achieving the general duties. As part of these duties, the ODA publish three separate equality schemes governing race, gender and disability, which list the ODA's arrangements for meeting the general and specific duties.

Employment law

The parameters of this assessment are therefore the public sector equality duties, the ODA's Equality & Diversity Strategy 2007, the ODA People Strategy and the forty-four ODA policies, the ODA equality schemes, employment legislation and the other diversity legislation listed in Appendix 2 of this assessment.

2.3 Description of the programme of work

The Human Resources function is responsible for delivering people based solutions and/or interventions for the ODA's business units that enable the organisation to meet its business challenges, which includes:

- Absolute necessity to hit dates and budget
- Public accountability and scrutiny
- Management of one of the largest and most complex construction/infrastructure and transportation projects in the UK
- Multiple and complex stakeholder management
- Partnership working and leading into the supply chain
- Managing successfully through distinct organisational phases to deliver the Games and successfully hand over for legacy management
- Delivering consistent high performance in a high-pressure environment
- Need to maintain a strong reputation
- Need to attract and retain high calibre individuals for a finite period.

Each of these challenges has significant people and organisational implications, which are addressed within the People Strategy through ten strategic themes:

- Workforce
- Recruit, induct, embed
- Managing for high performance
- Equality & diversity
- Leadership values and vision
- Communication & engagement
- Organisational & team effectiveness
- Reward
- Learning & development
- Leaving the organisation

These aims are then implemented through the associated HR policies and activities that require the function to develop and promote procedures that are fit for purpose and which provide a professional service that adds real value to the business.

2.4 Links to other programmes of work

The primary focus of the HR team and the People Strategy is internal, however, there is a requirement to work with external agencies to support the delivering of some HR interventions. This include but are not limited to Central Government, Transport for London (TFL), Greater London Authority (GLA), London Organising Committee for the Olympic Games and Paralympic Games (LOCOG), the London Development Agency (LDA) and the five Host Boroughs. Each lead will also develop external relationships as required.

The HR function provides business support through dedicated sub-teams who have responsibility for specific client groups. This support to the business is achieved through a range of different interfaces including, meetings, telephone conversations, face-to-face and written communications.

Formal links to and with the business and employees currently exist through the HR E&I Steering group, which is chaired by the ODA Head of Human Resources and is attended by representatives from the Delivery Partner and the Equality & Inclusion programme.

The HR Team has also established the Staff Forum, which is intended to provide an arena for a mutual exchange of information between the Senior Management and the Employee Representatives. These representatives are employees from across the business. This Forum adds to communication channels already in place and helps to:

- Promote and maintain good employee relations within the organisation
- Examine and discuss issues through a genuine exchange of views.

2.5 Outputs of the initial assessment

The initial screening process involved conducting a desktop review of employment data, staff survey analysis, and internal complaints to identify any possible impacts on the equality groups. This involved considering whether further assessment was required on the potentially negative identified impacts.

The outputs of the initial assessment revealed that the People Strategy would not have any potential adverse impacts on the equality groups as one of its key purposes is to provide a framework for HR activity and intervention, which is driven by equality and employment legislation.

However, we recognise that although this framework may not have a negative impact on employees there could be some potential adverse impacts on equality groups through the application and implementation of the HR policies.

The assessment also revealed the following potential impacts, which are addressed in the action plan:

- Recruitment - The ODA advertises its vacancies on its internet site. Use of this process, may exclude access and awareness of the available job opportunities to some members of the community who for example, do not have access to a computer.
- Monitoring - The ODA has focused its attention on meeting its commitments stated with its Equality Schemes and Strategy, which cover the three public sector duty areas of disability, race and gender. It is recognised that the Government intends to extend the remit of the newer equality strands of age, sexual orientation and religion, which are currently beyond the public sector duties.

Following an EqIA of the Equality & Inclusion programme it was recognised that to create consistency of message between the Equality & Inclusion Strategy and the Equality Schemes, and to meet the proposed changes to equality legislation, the ODA would create a Single Equality Scheme.

This recommendation will affect the work of the HR function and could potentially extend the areas used to monitor the People Strategy.

In November 2007, an external review was undertaken on the ODA HR Policies and Procedures, focusing on understanding the impact on the equality groups with specific regard to diversity best practice.

The table below sets out the feedback received by the external review. The first column lists the policy area, while the second column details the advice received.

Policy	Advice	Status
Bullying & Harassment	No suggested changes	No action required

Policy	Advice	Status
Capability	Suggested that the ODA revisits its treatment of attendance and capability. Managers will need to be trained to acknowledge that there is a difference between attendance as a conduct issue and poor attendance resulting from ill-health which could in turn be due to an underlying disability, triggering the duty to make reasonable adjustments.	Actioned – changes made to policy by ODA HR
Code of Conduct and Business Ethics	Suggested that the ODA's policies include clauses relevant to the Data Protection Act 1998.	Actioned – changes made to policy by ODA HR
Health, Safety and Well being	The amendments suggested were to ensure H&S compliance and were not applicable equality and diversity.	Actioned – changes made to policy by ODA HR
Maternity/Paternity /parental & Adoption Leave	Amendments were made to bring the ODA policies in line with recent changes in legalisation, notably changes made in April 2007 to the Employment Rights Act 1996.	Actioned – changes made to policy by ODA HR
Personal Security	Minor alterations were made to this policy to address the issue of how security employees conduct searches on employees and visitors to the ODA building at one Churchill Place.	Actioned – changes made to policy by ODA HR
Probation	No suggested changes	No action required
Reasonable Adjustments	Changes were made regarding 'reasonable adjustment' to reflect current statutory obligations and guidelines.	Actioned – changes made to policy by ODA HR
Sickness Absence	Changes were made to recognise that under the Disability Discrimination Act 1995 short term sickness can potentially be a disability.	Actioned – changes made to policy by ODA HR
Training & Development	Minor amendments were made to address issues relating to positive action initiatives.	Actioned – changes made to policy by ODA HR
Equality & Diversity	Suggested that you consider adopting a broader aim to promote equality by looking to eliminate <i>all</i> forms of discrimination.	See section 8 Action Plan

2.6 Methodology of the full assessment

The methodology followed for this EqIA involved:

- Assessing the potential impacts of the People Strategy and HR Policies on the equality groups as identified during the Initial Screening process.
- Considering and evaluating additional qualitative evidence and data to identify the issues of concern to the equality groups that may affect the aims of the ODA's People Strategy and the Human Resources policies.

2.7 Structure of the full assessment

There are two main stages to an ODA full assessment:

- Research and evidence collation
- Assessment of impacts

These two stages seek to consider in more detail the potential impacts identified by the initial screenings. Each of these stages has within it additional sections that provide background information on the People Strategy and the HR function, which ensures that any identified impacts are assessed and steps taken to maximise benefits, mitigate or remove barriers ensure that these are recorded in an agreed action plan located at section 8 of this assessment.

3. Consultation and engagement

This section includes information about the consultation and engagement, which has taken place on the People Strategy.

Internal

The People Strategy and HR policies were circulated for comment amongst the senior management team and the Executive Management Board as well as to the ODA workforce. Comments were made and considered, revisions were incorporated.

The ODA Diversity Board Champion also reviewed the HR Policies with comments considered, and incorporated into the revised policies.

External

Recommendations and considerations were taken from the GLA's policy lead on disability and other external organisations to benchmark standards and best practice. This process was used to revise the policies.

The revised policies were then sent to the ODA's employment lawyers to review with specific instruction for considerations to be made with regard diversity implications and/or impacts. Details of this advice are found within table 1 above in section 3.5.

Further revisions were made to the policies before they were published and circulated for use.

All HR policies are now considered and discussed at the staff forum as a means of consultation

4. Impact assessment

This section details the potential positive and negative impacts identified from review of the People Strategy and associated policies. It also considers the obligations and commitments found within employment legislation, ODA’s Equality & Diversity Strategy, the ODA Equality Schemes and the public sector equality duties.

The activities listed in the first column are the positive actions drawn from the above documents, with the second column identifying where if relevant this may lead to a negative impact on the equality groups.

The third column reveals the equality group that is likely to benefit from the action.

The fourth column lists the work area that the action covers, for example, employment, or business assurance.

The final column provides a status update on the action. Any actions that have not been progressed are carried over to Section 8 and included within Action Planning.

Table 2: Identified potential impacts

Identified impacts		Equality group affected (please specify)	Area Affected	Status
Potentially Positive	Potentially Negative			
1.1 The HR Strategy and its associated policies will assist the ODA in implementing employment practices that will attract, motivate and retain a diverse workforce.		All	People Strategy	Actioned and delivered through ODA HR
1.2 A confidential concerns hotline is available to ODA employees to raise concerns in relation to any practices within the workplace. Service is offered in different languages for employees whose first language is not	-	All	HR Policies	Actioned and delivered through on behalf of ODA HR

Identified impacts		Equality group affected (please specify)	Area Affected	Status
Potentially Positive	Potentially Negative			
English.				
1.3	The ODA does not have any Staff Network groups	All	-	See section 8 action plan recommendation on Diversity Champions
1.4	The ODA collects employment data on disability, race and gender.	Sexual Orientation Age Religion	Employment	See Section 8 Action plan.
1.5 All ODA vacancies are advertised on the internet site using language to encourage under-represented groups from across London and the UK to apply.	Potential negative impact as requires access to internet.	All including economically disadvantaged groups	Recruitment	Actioned. Addressed by ODA HR through use of additional media to advertise vacancies.
1.6 Provide training for staff in equality awareness, including disability equality; specialist job-related equality training will be provided to staff in HR, communications, procurement and design.	-	All	Employment	Actioned and delivered through Human Resources training & development programme
1.7 Establish a work placement programme primarily focussing people who live or study within the five Host Boroughs.		All	Employment	Actioned and delivered through Human Resources development programme
1.8 Establish a mentoring programme focused at BAME and disabled students primarily study within the five Host Boroughs.	-	BAME Disability	Employment	Actioned and delivered through Human Resources development programme
2.0 Implement national standards on disability	-	Disability		Actioned and delivered by the Equality & Inclusion programme

Identified impacts		Equality group affected (please specify)	Area Affected	Status
Potentially Positive	Potentially Negative			
2.1 Include questions about equality, diversity and disability with the annual staff attitude surveys.	-	All	Employment	Actioned and delivered by ODA Human Resources
2.2 Provide equality-focussed recruitment training for all staff involved in recruitment.	-	All	Employment	Actioned and delivered through ODA Human Resources providing support to the recruiting manager throughout the process
2.3 Ensure that all relevant staff participate in a programme to provide awareness of and commitment to the social model of disability, and to develop competence in inclusive design.	-	Disability	Employment	Action and delivered through the ODA Human Resources
2.4 Take a broad social model approach whilst working with its partners on employment outreach to take into account the specific barriers facing different impairment groups.	-	Disability	Employment	Action and delivered through the ODA Human Resources

5. Identified changes

This assessment and the consultation undertaken illustrates that the work of People Strategy and HR Policies is focussed on public sector equality duties and employment and equality legislation.

It has established processes and procedures that are designed to enable the ODA to meet these duties, such as the collation of recruitment and workforce profile data and promoting diversity awareness in critical areas of the employment relationship such as recruitment, and performance management.

The areas identified as in need of change have been carried forward to section 8 and included within the action plan.

6. Conclusions and recommendations

The purpose of the People Strategy and the Human Resources function is to support all business units in delivering people based solutions and/or HR interventions that enable the organisation to meet business challenges and to also ensure that the ODA fulfils its public sector duties and employment and equality legislation

This function works to achieve the equality aims of the ODA through providing strategic leadership and establishing standards, practices and procedures that promote working in partnerships with key national, regional and local level partners.

The results of this full impact assessment suggest that there will be significant positive benefits for all equality groups from the implementation of this strategy.

It is however, noted that currently the People Strategy and HR function are focused on meeting the requirements of the E&I Strategy and the public sector statutory duties of race, gender and disability and does not cover the remaining equality strands of age, sexual orientation, transgender and religion.

This assessment recognises the effect the Single Equality Scheme will have on extending the work of this function and the remit of the People Strategy. It is recommended that full consideration is given to how the other strands are managed.

7. Action plan

The action plan should contain the actions required to implement the recommendations from the full assessment. The plan should be reviewed regularly by the Programme and or Project Board. Best practice is to review the action plan on a monthly basis; however a quarterly basis will be a minimum standard.

Status key:

Green – on track for delivery

Amber – challenging timescale or status not known

Red – unlikely to be delivered

Positive impacts and negative impacts identified	Equality group affected (please specify)	Mitigation of adverse impact (recommended action) or Promotion of positive impact	Status
Positive recruitment monitoring	All		Green
Require all employees to actively promote gender equality, to operate an effective bullying and harassment policy and procedure	All		Green
Promote awareness of careers in construction and establish opportunities for underrepresented groups with the organisation to gain access and insight into the ODA	All	Training provided should cover all strands of diversity and should be rolled out in a way that enables new employees to be able to attend.	Green
Consider monitoring across all equality strands the number of people trained in: <ul style="list-style-type: none"> • Recruitment • Equality and Inclusion 	Age, Sexual orientation Religion & Belief		Green

Positive impacts and negative impacts identified	Equality group affected (please specify)	Mitigation of adverse impact (recommended action) or Promotion of positive impact	Status
Consider monitoring the workforce distribution of employees by: <ul style="list-style-type: none"> • Age • Sexual Orientation • Religious Belief 	Age, Sexual orientation Religion & Belief		Amber
The ODA does not have any Staff Network groups or Diversity Champions	All	Consider using the Employee Representatives as Diversity Champions to assist in raising awareness of diversity across the ODA and to act as liaison between employees and HR.	Amber

Appendix 1 Glossary

Black, Asian and Minority Ethnic (BAME)

Black, Asian and Minority Ethnic (BAME) refers to those in Mixed, Asian or Asian British, Black or Black British, Chinese and Other ethnic groups.

Equality Impact Assessment (EqIA)

A process for assessing and recording the likely equality impact of an ODA strategy, policy or project on the equality groups.

Equality groups

The equality groups includes but is not limited to children, young people, older people; women, transgender people; disabled people, Black, Asian and minority ethnic groups (BAME); lesbians, gay men, bi-sexuals; and people of different religions and faiths.

New legislation is extending the older equality rights that cover race, gender and disability to include the newer equality groups of age, sexual orientation, transgender, and religion.

Delivery Partner / CLM

The construction consortium made up of CH2M Hill, Laing O'Rourke, and Mace. The Delivery Partner supports the ODA in project managing the delivery programme of Games, venues and infrastructure.

The Delivery Partner is also referred to as CLM, which represents the initials of the consortium organisations.

Five Host Boroughs

The five Host Boroughs comprise the London boroughs of Greenwich, Hackney, Newham, Tower Hamlets and Waltham Forest. The boroughs came together to support the London 2012 bid and remain committed to working together to secure a lasting legacy for local people, communities and business.

London Organising Committee for the Olympic Games and Paralympic Games (LOCOG)

The body responsible for preparing and staging the London 2012 Games.

LOCOG is led by Sebastian Coe (Chair) and Paul Deighton (Chief Executive). It is based in Canary Wharf along with the Olympic Delivery Authority.

Olympic Delivery Authority (ODA)

The public body responsible for developing and building the new venues and infrastructure for the Games and their use post 2012.

The ODA has its headquarters in Canary Wharf.

Potential differential impacts

This looks at whether a decision could affect some groups differently, and whether this difference is positive, for example a programme designed for to assist women gain

employment in the construction industry, or negative, for example, placing first aid services on the first floor a building that does not have lift facilities. If the impact is negative, organisations are required to put in place steps to remove or reduce the impact on that group, or where the impact cannot be removed or reduced, it must be explained and justified in an EqIA why the decision has been taken to proceed.

Public Sector Duties

The Race Relations (Amendment) Act first introduced the concept of a positive race equality duty to public bodies in 2001. The Disability Discrimination Act 2005 and the Equality Act 2006 introduced new public sector duties in 2006 and 2007 respectively.

The aim of the duties is to ensure that a public body works to promote equality and eliminate discrimination in their activities.

Appendix 2 UK Diversity Legislation

Gender & Transgender

Equal Pay Act 1970

This was amended in 1984. this act states that Women must be paid the same as men when they are doing equal work and applies to all contractual matters where a woman and a man are doing:

- Like work
- Work which has been rated as equivalent
- Work which is of equal value

Sex Discrimination Act (SDA) 1975, as amended

This Act was extended in 1999 by the Sex Discrimination (Gender Reassignment) Regulations and more recently by the Equality Act 2006.

This Act makes it unlawful to discriminate on the grounds of gender in employment, education, advertising or when providing housing, goods, services or facilities.

The SDA applies to two kinds of discrimination:

- Direct discrimination and
- Indirect discrimination

Sex Discrimination (Gender Reassignment) Regulations 1999

The 1999 Regulations added a provision that extended the SDA to cover discrimination on the grounds of gender reassignment in employment and vocational training.

It made it unlawful to discriminate on any of the following grounds:

- That a person intends to undergo gender reassignment;
- That a person is undergoing reassignment;
- That a person has in the past undergone gender reassignment

The Equal Pay Act (1970) (Amendment) Regulations (2003)

This Amendment introduced two changes to the 1970 Equal Pay Act: it allows the six-month time limit for bringing equal pay claims to be extended, in cases of concealment or disability and, allows for the two-year limit on back pay to be extended up to six years, in cases of concealment and disability.

Employment Equality (Sexual Orientation) Regulations 2003

These regulations protect employees from direct discrimination, indirect discrimination, victimisation and harassment on the grounds of their sexuality, or assumed sexuality.

Known as - Sexual Orientation Regulations 2003

Gender Recognition Act (2004) This Act provides transsexual people with all of the rights and responsibilities appropriate to their acquired gender.

For example, the right to marry in their acquired gender, birth certificates that recognise their acquired gender, and benefits and state pension of their acquired gender.

Equality Act 2006

It has three main purposes:

- To establish the Commission for Equality and Human Rights (CEHR) and define its purpose and functions.
- To make unlawful (subject to exemptions set out in the Bill) discrimination on the grounds of religion or belief in the provision of goods, facilities and services, the disposal and management of premises, education, and the exercise of public functions.
- To create a duty on public authorities to promote equality of opportunity between women and men, and to prohibit sex discrimination in the exercise of public functions.

Race

Race Relations Act 1976

This Act made it unlawful to discriminate against anyone because of their race, colour, nationality (including citizenship), or ethnic or national origins.

The Act applies to:

- Jobs and training;
- housing;
- education;
- providing goods, facilities and services.

Race Relations Act (Amendment) 2000

This amended Act placed General and Specific duties on public authorities to ensure that they tackle racial discrimination and promote racial equality.

The public sector duties broadly require public authorities to:

- eliminate discrimination;
- promote equality of opportunity;
- promote good community relations between different people;
- eliminate gender segregation; and
- promote the participation of disabled people in public life.

In completing this task, public authorities are required to produce equality schemes to meet their statutory obligations.

Disability

Disability Discrimination Act
1995, as amended

The Act defines disability as:

“A physical or mental impairment which has a substantial and long-term effect on a person’s ability to carry out normal day-to-day activities.”

It is against the law for an employer or service provider to discriminate against a disabled person by treating them less favourably than another person, for a reason that relates to disability.

This includes people with mobility, visual or hearing difficulties and people with learning difficulties. People with, for example, heart disease, disfigurement, difficulty speaking, diabetes, epilepsy, a mental illness or progressive conditions (such as cancer, multiple sclerosis or HIV) are also included.

Disability Discrimination Act
2005

This Act places duties on public authorities similar to those created under the RRA (A) 2000.

This requires public authorities to promote equality of opportunity for disabled people and applies to any public function, which is contracted out to external organisations to deliver.

Religion & Belief

Religion or Belief Regulations
2003

These regulations protect employees from direct discrimination, indirect discrimination, victimisation and harassment on the grounds of their religious belief or assumed religious belief.

Known as – Employment
Equality (Religion or Belief)
Regulations 2003

Age

Age Regulations 2003

This Act:

- sets a default retirement age of 65, but also create a right for employees to request working beyond a compulsory retirement age, which employers will have a duty to consider;
- ensures close monitoring of the retirement age provisions so that evidence is available for a formal review of the default retirement age five years from implementation;
- allows employers to objectively justify earlier retirement ages if they can show it is appropriate

and necessary.

The Employment Directive allows for differences of treatment based directly on a persons age where they can be objectively and reasonably justified.

Other

Human Rights Act 1998

This incorporates rights under the European Convention of Human Rights into domestic law.

Individuals can bring claims under the HRA against public authorities for breaches of Convention rights. UK courts and tribunals are required to interpret domestic law, as far as possible, in accordance with Convention rights.

Civil Partnership Act 2004

This Act gives same-sex couples rights and responsibilities identical to civil marriage.

Employment Act - (Flexible working regulations) 2002

This Act makes changes to maternity, paternity and adoption rights in the Employment Rights Act 1996.

s.47 of the Act introduced a new right for employees to request flexible working.

Appendix 3 UK Employment Legislation

1996 Employment Rights Act

Consolidates a number of previous statutes and sets out provisions for :-

- Written statement of Term and Conditions of Employment
- Flexible Working
- Time off
- Redundancy Payments
- Statutory Dismissal Procedures
- Lost earnings compensation

1992 Trade Union & Labour Relations (Consolidation) Act

An Act to consolidate the enactments relating to collective labour relations, that is to say, to trade unions, employers' associations, industrial relations and industrial action. Sets out provisions for:-

And

1993 Trade Union Reform and Employment Rights Act

- The responsibilities of employers and trade unions
- Entitlements to time off for trade union duties
- Entitlements to time off for trade union activities

1998 Employment Rights (Dispute Resolution) Act

An Act to rename industrial tribunals and amend the law relating to those tribunals to:-

- Amend the law relating to dismissal procedures agreements and other alternative methods of resolving disputes about employment rights
- To provide for the adjustment of awards of compensation for unfair dismissal in cases where no use is made of internal procedures for appealing against dismissal
- To make provision about cases involving both unfair dismissal and disability discrimination; and for connected purposes.

1998 National Minimum Wage Act

An Act to make provision for and in connection with a national minimum wage:-

- To provide for the amendment of certain enactments relating to the remuneration of persons in employment.

1998 Working Time Regulations

The law applies to full-time, part-time, agency and casual workers from the day they begin work.

- Limit of an average of 48 hours per week which a worker may be required to work, however they can opt-out of this limit and work more if they want to.
- Limit of an average 8 hours work every 24 hours for night workers.
- Free health assessments for night workers.
- 11 hours rest in every 24 hours.
- A minimum of one day off per week.

2006 Work and Families Act

An Act to make provision about statutory rights to leave and pay in connection with the birth or adoption of children;

- To extend statutory maternity pay (SMP) and statutory adoption pay to nine months from April 2007.
- To give a new right to up to 26 weeks additional paternity leave to employed fathers, some of which could be if the mother returns to work after six months, but before the end of the maternity leave period.
- Give carers of adults the right to request flexible working from April 2007.
- Introduce 'Keeping in Touch' days.