

EQUALITY IMPACT ASSESSMENT (EIA)

Directorate: **Chief Executive's**

Lead officer responsible for EIA: **HR Manager**

Name of the policy or function to be assessed: **Recruitment Policy**

Names of the officers undertaking the assessment: **HR Manager**

Is this a new or an existing policy or function? **Existing policy**

1. What are the aims and objectives of the policy or function?

To outline the Council's approach and practices in recruitment

2. What outcomes do you want to achieve from the policy or function? To improve the Council's Recruitment process and ensure that applicants and candidates are treated fairly, consistently in accordance with legislation and good practice.

3. Who is intended to benefit from the policy or function?

All applicants, candidates and existing employees (including Managers)

4. Who are the main stakeholders in relation to the policy or function?

Applicants (internal and external)

Employees

Managers

Trade Unions

5. What baseline quantitative data do you have about the policy or function relating to the different equality strands?

Data collected and reported within the Workforce Profile. Equality data based on applicant's profiles such as disabilities, ethnicities, gender etc

6. What baseline qualitative data do you have about the policy or function relating to the different equality strands?

Qualitative data such as legislation, good recruitment practice, employment law, feedback from the existing policy application.

7. What has stakeholder consultation, if carried out, revealed about the nature of the impact?

To be discussed at LJCC

8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways?

In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:

Does the policy or function target or exclude a specific equality group or community?

The strategy covers all applicants and employees. Some equality groups will specifically benefit from the policy.

Does it affect some equality groups or communities differently? If yes, can this be justified?

Yes – some employees from equality groups may benefit more such as disabled candidates.

Is the policy or function likely to be equally accessed by all equality groups or communities? If no, can this be justified?

Yes – it is designed to benefit all applicants, however, some may be excluded such as Right to Work status.

Are there barriers that might make access difficult or stop different equality groups or communities accessing the policy or function?

There are no barriers envisaged or intended from the introduction of this policy. It is intended to cover all applicants and should be accessible to all.

Could the policy or function promote or contribute to equality and good relations between different groups? If so, how?

Yes – by ensuring that recruitment practice is fair and equal opportunities are offered to all applicants and employees.

What further evidence is needed to understand the impact on equality?

None.

9. On the basis of the analysis above, what actions, if any, will you need to take in respect of each of the equality strands?

Age: Positive outcome – no candidate should be discriminated against based on age

Disability: Positive outcome - ensures reasonable adjustments are made and that no candidate is discriminated against based on Disability.

Gender: Positive - ensures that no candidate is discriminated against based on Gender.

Gender Reassignment: Positive – ensures that no candidate is discriminated against based on Gender Reassignment.

Marriage and Civil Partnership: Positive – strategy is inclusive of all applicants and employees

Pregnancy and Maternity: Positive – ensures that no candidate is discriminated against based on Pregnancy or maternity.

Race: Positive impact – policy is inclusive of all applicants and employees

Religion and Belief: Positive - ensures that ensures that no candidate is discriminated against based on religion, belief or lack of.

Sexual Orientation: Positive - strategy is inclusive of all applicants and employees

10. Head of Service:

I am satisfied with the results of this EIA. I undertake to review and monitor progress against the actions proposed in response to this impact assessment:

Signature of Head of Service:

