

Equal Opportunities in Employment Policy

18th January 2016

Equality Impact Assessment

Equality Opportunity in Employment Policy

Contact: Andrea Malam, Recruitment Specialist, HR
Direct
Updated: 18.01.2016

1. What type of proposal / decision is being assessed?

A new policy

2. What is the purpose of this proposal / decision, and what change (to staff or the community) will occur as a result of its implementation?

This policy highlights the roles and responsibilities for all employees within DCC.

Fairness at work and tackling discrimination helps to attract, motivate and retain staff and enhances an organisation’s reputation as an employer. Eliminating discrimination helps everyone to have an equal opportunity to work and to develop their skills. Our policies aim to make sure we are acting according to the law, improve the working life of all employees and ensure we provide fair and equal treatment for service users.

This policy compliments the Respect booklet and the corporate equalities policy as this policy is concerned with equalities within employment.

The policy also provides advice and guidance on how to adhere to legislative requirements concerned with equalities, outlining the Equality Act 2010 and the general and specific duties.

3. Does this proposal / decision require an equality impact assessment? If no, please explain why.

*Please note: if the proposal will have an impact on people (staff or the community) then an equality impact assessment **must** be undertaken*

Yes

4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken

(Please refer to section 1 in the toolkit for guidance)

This policy was written in conjunction with the Corporate Equalities Officer and went through CJM and the recognised trade unions were consulted with. The information used within the policy is more of a factual nature outlining all of the protected characteristics and their definitions, along with different forms of discrimination and how to make a complaint if you are discriminated against.

- 5. Will this proposal / decision have a positive impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**
(Please refer to section 1 in the toolkit for a description of the protected characteristics)

This policy will have a positive impact on all of the protected characteristics as it will highlight an awareness to all staff and service users.

The policy may have a positive impact on disabled employees/applicants as we operate the two ticks scheme and also ask about any reasonable adjustments to disabled employees attend interview or commence employment.

- 6. Will this proposal / decision have a disproportionate negative impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**

This policy will not have a negative impact as it is a neutral policy and no protected characteristic will suffer a detriment.

- 7. Has the proposal / decision been amended to eliminate or reduce any potential disproportionate negative impact? If no, please explain why.**

No	The policy is neutral and therefore no amendments need to be made.
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- 8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

No	
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Action(s)	Owner	By when?
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9. Declaration

Every reasonable effort has been made to eliminate or reduce any potential disproportionate impact on people sharing protected characteristics. The actual impact of the proposal / decision will be reviewed at the appropriate stage.

Review Date:	18.01.2017
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Name of Lead Officer for Equality Impact Assessment	Date
Andrea Malam	18.01.2016