



North West Leicestershire District Council

People Management Strategy Equality Impact Assessment

EQUALITY IMPACT ASSESSMENT

Name of the policy or service being assessed: People Management Strategy

Service Area: HR

Date Impact Assessment completed: 12/12/08

X

Is this a policy or service? **Policy**

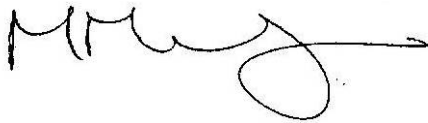
Is this a new or existing policy or function? Existing New

Names and roles of the people carrying out the Impact Assessment:

- 1. Mike Murphy, HR Manager*
- 2. Amanda Shakespeare-Ensor*
- 3. Emma Peachey*

Head of Service: Mike Murphy

Signature



Date: 23 March 2009

PART 1: AIMS AND IMPLEMENTATION OF THE POLICY

Identifying the aims of the policy

What is the policy? What is the aim, objective, or purpose of the policy?

To ensure that people Management practices support the achievement of organisational goals and position the Council to meet future challenges effectively.

Rationale behind the policy and its delivery

To ensure good HR practices are adopted and are effectively joined together.

Who is affected by the policy? Who is intended to benefit from it and how?

Who are the main stakeholders in relation to this policy?

What outcomes would other stakeholders want from this policy?

Are there any groups, who might be expected to benefit from the intended outcomes but which do not?

The main stakeholders are Managers and employees of the Council.

Policy Priorities:

(How does the policy fit in with the council's wider aims? Include Corporate and Local Strategic Partnership Priorities)

How does the policy relate to other policies and practices within the council?

What factors/forces could contribute/detract from the outcomes?

The strategy was originally developed with the wider corporate objectives in mind, and is designed to be an overarching policy for a range of other HR policies and practices.

How the policy is implemented

Is the service/policy provided solely by one service or in conjunction with another service or through a Partnership?

If external partners are involved - what are the measures in place to ensure that they comply with the Council's Equal Opportunities policy?

The procedure is overseen by CLT with the HR Manager having lead responsibility. The delivery of the Strategy is by way of an Action Plan which is regularly reported to CLT. In the Action Plan a number of Senior Managers have delegated responsibility.

Users and beneficiaries are:

(Indicate profile by target groups and assess relevance to policy aims and objectives e.g. Workforce to reflect the Community).

All employees.

Action needed:

(Include short-term measures to be taken to provide a baseline where no or little information is available)

HR to undertake monitoring.

PART 2: ASSESSMENT OF IMPACT

	From the evidence available Identify how the groups are reflected in the take up of the service	From the evidence does the policy have an actual or potential negative impact	If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity
Race	Not known at this stage. All aspects will apply across the Workforce	No	N/A
Gender	Gender groups of employees to be monitored	No	N/A
Disability	Proportion of employees with a disability is known. The potential impact of procedures or changes implemented as a result of the action plan will be subject to a separate EIA as needed.	This will be separately considered if necessary	N/A
Age	Available to young and old people in the workforce.	No	N/A
Religion/Belief	Workforce statistics on this area not known	No	N/A
Sexual Orientation	N/A	N/A	N/A
Other groups	None identified	No	No

PART 3: PROCESS OF POLICY OR SERVICE DELIVERY AND MONITORING

Operation Times

When is the service provided - are there seasonal issues; are there barriers to the service based on the time and delivery of the service which may affect the target groups?

No seasonal issues, time factors not relevant.

Methods of communication to the public (external) and internally

What methods do you use to communicate this service? Include review and assessment of methods, media, translations, interpretation etc, bearing in mind the extent to which these media forms are accessible to all sections of the community

Externally:

Not relevant.

Internally:

Inner Vision - employees internal newsletter
Grapevine
HR Policy section of Intranet

Future Monitoring and Consultation

How and when will the policy be monitored?

Identify areas for future consultation and any barriers to participation in consultation with proposals to overcome these.

Annual review of the take-up of scheme in relation to the monitoring groups to identify take-up and trends.

PART 4: MEASURES TO REDUCE DISPROPORTIONATE OR ADVERSE IMPACT – POSITIVE IMPACT

Specify measures that can be taken to remove or minimise the disproportionate impact or adverse effect identified at the end of Part 3. If none were identified in Part 3, identify how disproportionate impact or adverse effect could be avoided in the future. (Consider measures to reduce any adverse impact and better achieve the promotion of equality of opportunity).

RACE: N/A

GENDER: N/A

DISABILITY: N/A

AGE: N/A

RELIGION/BELIEF: N/A

SEXUAL ORIENTATION: N/A

PART 5 – ACTION PLAN

Recommendation	Key activity	Responsible Officer	Milestones	Progress	Date of completion
Relevant adjustments to policies and procedures will be made as appropriate and necessary, to accommodate language, disability, sexual orientation and religious requirements		M Murphy A Shakespeare-Ensor E Peachey			