

**Equality Impact
Assessment**

**Workforce Development
Strategy 2024 -2028**

- **Background**

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

- **Legislation- Equality Duty**

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to

- ✓ Eliminate discrimination, harassment, victimisation.
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

- ✓ Age
- ✓ Disability
- ✓ Gender reassignment
- ✓ Marriage and civil partnership
- ✓ Pregnancy and maternity
- ✓ Race
- ✓ Religion and belief
- ✓ Sex (Gender)
- ✓ Sexual orientation

What is prohibited?

- ✓ Direct Discrimination
- ✓ Indirect Discrimination
- ✓ Harassment
- ✓ Victimisation
- ✓ Discrimination by association
- ✓ Discrimination by perception
- ✓ Pregnancy and maternity discrimination
- ✓ Discrimination arising from disability
- ✓ Failing to make reasonable adjustments

Complete this action plan as you go through the questions

- **Step 1 – Introductory information**

Title of the policy / strategy / project	Workforce Development Strategy
Lead officer and others undertaking this assessment	Kevin Brewin
Date EIA started	29/02/24
Date EIA completed	12/03/24

● **Step 2 – Overview of policy/function being assessed**

Outline: What is the purpose of this policy, Strategy, project? (Specify aims and objectives)
To identify the actions we need to take to develop the workforce to deliver our priorities as summarised in the Corporate Strategy.
What specific group/s is the policy, Strategy, project designed to affect/impact and what is the intended change or outcome for them?
All employees of the council including potential new recruits
Which groups have been consulted as part of the creation or review of the policy, Strategy, Policy?
Workforce Board, SLT, CLT, HR, Staff Forum. The Equalities Working Group will be consulted on the latest draft and the associated EIA.

● **Step 3 – What we already know and where there are gaps**

<p>List any existing information/data do you have/monitor about different diverse groups in relation to this policy? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.</p> <p>Data/information such as:</p> <ul style="list-style-type: none"> • Consultation • Previous Equality Impact Assessments • Demographic information • Anecdotal and other evidence
<p>The priorities of this strategy have been identified through extensive ongoing consultation with various staff and management groups at the Council.</p> <p>This includes analysis of workforce data including the gender pay gap, staff survey results, personal review completion stats and sickness and leaver data.</p> <p>Within the last 12 months, of the staff undertaking personal development opportunities: 55% have identified as women, 10% as Indian and 10% as African.</p>
<p>What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list)</p>
<p>Charnwood Borough Council is aims to be an inclusive employer and strives to create a positive, agile and flexible working environment. Most of our staff would recommend the organisation as an employer to their friends and family.</p> <p>However, Charnwood Borough Council has yet to achieve fully reflect the community it serves. In particular, the Council needs to improve representation of women and people from ethnic minorities at more senior positions within the organisation.</p>

In addition, the organisation needs to further analyse data to ensure that staff with various protected characteristics are able to take advantage of staff benefits including agile working on an equal footing with their colleagues.

● **Step 4 – Do we need to seek the views of others? If so, who?**

Considering the answers given in Step 2, do you need to consult with specific groups to identify needs / issues? If not explain why.

Consultation with the equalities working group as part of the completion of this EIA.

● **Step 5 – Assessing the impact**

Considering any data/consultation/information and your own knowledge, identify whether the policy has a positive or negative impact on the individuals or community groups who identify with any ‘protected characteristics’ and provide an explanation for your decision. Please refer to the general duties on the front page.

Age	<p>Agile and flexible working, wellbeing support and initiatives, all have a positive impact on working opportunities regardless of age.</p> <p>Improvements in recruitment and promoting a positive working culture to retain staff will improve working opportunities for all, including care leavers.</p>
<p>Disability</p> <ul style="list-style-type: none"> • Physical • Visual • Hearing • learning disabilities • mental health 	<p>Agile and flexible working, wellbeing support and initiatives and HR policies on reasonable adjustments, all have a positive impact on the working opportunities for people with various disabilities and long-term health issues.</p> <p>The new Workforce Strategy looks to further develop agile and flexible working as a key tool for improving recruitment and retention across the organisation.</p> <p>Employee wellbeing is supported and promoted by the corporate Wellbeing Group and continues to be a focus of staff training and personal reviews.</p> <p>There is a need to make sure that career development opportunities are accessible to all staff irrespective of whether someone has a disability or not. This includes the need to ensure that the workforce is representative of the community we serve.</p>
Gender Reassignment (Transgender)	<p>Improvements in recruitment and promoting a positive working culture to retain staff should improve working opportunities for all.</p>
Race	<p>Improvements in recruitment and promoting a positive working culture to retain staff should improve working opportunities for staff from all backgrounds.</p>

	<p>There is a need to make sure that career development opportunities are accessible to all staff irrespective of race. This includes the need to ensure that the workforce is representative of the community we serve.</p> <p>Monitoring representation at all levels of the workforce, including management and leadership positions will help to identify any gaps.</p>
Religion or Belief (Includes no belief)	<p>Improvements in recruitment and promoting a positive working culture to retain staff should improve working opportunities for staff regardless of religion or belief. From a wellbeing perspective this includes access to a prayer / quiet room.</p>
Sex (Gender)	<p>Women are highly represented in the workforce as a whole but under-represented in management and leadership positions. The Gender Pay Gap Action Plan identifies specific actions designed to promote career development.</p> <p>There is a need to make sure that career development opportunities are accessible to all staff irrespective of gender. This includes the need to ensure that the workforce is representative of the community we serve.</p> <p>Monitoring representation at all levels of the workforce, including management and leadership positions will help to identify any gaps.</p>
Sexual Orientation	<p>Improvements in recruitment and promoting a positive working culture to retain staff will improve working opportunities for all staff, regardless of sexual orientation.</p>
<p>Other protected groups</p> <ul style="list-style-type: none"> • Pregnancy & maternity • Marriage & civil partnership 	<p>Agile and flexible working, wellbeing support and initiatives and Maternity HR policies, all have a positive impact on the opportunity for those with childcare responsibilities.</p> <p>Improvements in recruitment and promoting a positive working culture to retain staff will improve working opportunities for all.</p>
<p>Other socially excluded groups</p> <ul style="list-style-type: none"> • Carers • Low literacy • Priority neighbourhoods • Health inequalities • Rural isolation • Asylum seeker and refugee communities 	<p>Improvements in recruitment and promoting a positive working culture to retain staff will improve working opportunities for all.</p> <p>Agile and flexible working, wellbeing support and initiatives and Maternity HR policies, all have a positive impact on the opportunity for those with carer responsibilities or living in rural isolation.</p> <p>Other socially excluded groups that we need to monitor and consider additional support include care leavers and armed forces veterans and their families</p>

Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.

- If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.
- Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.

There are no barriers or negative impacts identified as a result of the publication of the Workforce Development Strategy.

Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council's responsibilities in relation to equality and diversity (please refer to the general duties on the front page).

The strategy aims to support and promote the overall advancement of equality of opportunity at Charnwood Borough Council. This assessment focusses on how we can maximise opportunities to do so and how this could be measured. There are also specific strategies and work streams that have a more focussed impact on specific equality issues. This includes but is not limited to: the Equality Diversity and Inclusion Strategy and action plan, the Gender Pay Gap action plan and the Equalities and Diversity Working Group.

• **Step 6- Monitoring, evaluation, review**

Are there processes in place to review the findings of this Assessment and make appropriate changes? How will you monitor potential barriers and any positive/ negative impact?

The Equalities Working Group have the opportunity to engage and comment on the draft strategy and this subsequent EIA. In addition, it is proposed that the Equalities Working Group regularly review workforce data to help advise on any issues that need to be addressed within the Workforce Development Action Plan.

How will the recommendations of this assessment be built into wider planning and review processes? e.g., policy reviews, annual plans and use of performance management systems.

Ongoing coordination and cooperation between the Transformation and Improvement Manager and the Learning & Organisational Development Co-ordinator will help ensure any requirements or issues are picked up through the appropriate route.

• **Step 7- Action Plan**

Please include any identified concerns/actions/issues in this action plan. The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan

Reference Number	Action	Responsible Officer	Target Date
2.4 (from the Equality Strategy AP)	Improve our data collection to help understand barriers and opportunities to recruiting, retaining, and developing people from diverse backgrounds.	Vicky Brackenbury Human Resources Kevin Brewin	Ongoing

• **Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?**

	Who needs to know?	How they will be informed (we have a legal duty to publish EIA's)
	Cabinet	Attached to proposed strategy to be endorsed on 4 th April 2024
	Equalities Working Group	Consultation meeting on 12 th March 2024
To ensure ease of access, what other communication needs/concerns are there?	None	

- **Step 9- Conclusion (to be completed and signed by the **Service Head**)**

Delete as appropriate
I agree with this assessment
Signed (Service Head): Helen Gretton, Head of Transformation, Strategy and Performance
Date: 18 th March 2024

Please send completed & signed assessment to **Vicky Brackenbury** for publishing.