

Equalities impact assessment

This form should be used by managers completed a level two impact assessment.

1 Name of the policy or practice

Recruiting to 30 new Head of Department roles in five faculties.

2 What is the aim, objective or purpose of the policy / practice?

To provide new managerial roles within faculties to strengthen leadership and management capacity.

3 Who is responsible for defining and implementing the policy / practice?

HR Director in collaboration with Executive Deans and Recruitment Manager

4 Is the policy/practice applied uniformly throughout the university?

No. It only applies to academic staff within faculties eligible to apply.

5 Who are the stakeholders in relation to this policy / practice?

Eligible staff; deans and associate deans.

6 What data are available to facilitate the screening of this policy/practice?

Relevant staff profile data.

7 Is there any evidence of higher or lower participation or uptake by the following equality groups?

	Yes	No	Not known
Gender			√
Race			√
Disability			√
Age			√
Faith			√
Sexual orientation			√

Please comment:

These are new posts, and it is therefore not possible to produce evidence on previous uptake. Data from this promotion round will need to be analysed carefully, however, in order to inform future rounds.

8 Is there any evidence that the following equality groups have different needs, experiences, issues and priorities in relation to this policy?

	Yes	No	Not known
Gender		√	
Race		√	
Disability		√	
Age		√	
Faith		√	
Sexual orientation		√	

Please comment:

Although there is no evidence to support different needs in relation to this promotion round, I am aware that different groups do have different needs in relation to generic recruitment and selection procedures. These will be addressed by applying normal recruitment and selection provisions.

9. Have previous consultations with relevant equality groups, organisations or individuals indicated that policies/practices of this type create problems specific to them?

	Yes	No	Not known
Gender		√	
Race		√	
Disability	√		
Age		√	
Faith		√	
Sexual orientation		√	

Please comment:

Application and selection processes can pose problems for certain groups of disabled people. Adjustments will be made to the process, however, to ensure that people from these groups are not disadvantaged.

To help ensure that part time workers are not disadvantaged, we will enhance the usual web advertising, and will also provide a three week timeframe for applications.

10 Is there an opportunity to promote equality of opportunity more effectively by altering the policy/practice, or by working with others? If yes, please comment.

Please see 9, above.

11 In the context of question 9 are there any relevant groups which you believe should be consulted? If so, please specify:

No. Responses on recruitment and selection processes have been received previously.

12 What data are required in the future to ensure effective monitoring?

Number and percentage of people applying for, being shortlisted, and being appointed to the Head of Department posts by the various equality strands.

13 Please indicate whether a full impact assessment is recommended, and give reasons for your decision.

I do not recommend that a full impact assessment is required, as I consider that this limited recruitment round has low equality relevance.

14 Any other comments on the policy/practice?

No.

15 Timetable for full impact assessment (where recommended):

Not applicable.

16 Please indicate when you think this policy/practice should be reviewed next:

This impact assessment should be reviewed when the appointments to the new head of department roles are known.

Impact assessment completed by:

Name	Ian Apperley
Post title	HR Director
Faculty / service	Human resources
Date	9 November 2007

Confirmed by:

Name	Dave Morgan
Post title	HR Manager
Faculty / service	Human resources
Date	15 November 2007