

Equality Impact Assessment

Title of the policy/report /strategy/service	Political Restriction Policy
Date	5 th May 2016
Lead Officer	Elaine Griffin – HR Business Partner
Who else is involved in undertaking this assessment?	Claire Perry – HR Business Partner

Step 1 – Overview of policy/function being assessed

A. Outline: What is the purpose of this policy? (specify aims and objectives)
There is a legal requirement for certain posts within the Authority to be 'politically restricted'. Political restriction aims to prevent politics from coming into play where an employee is in a politically influential position. The purpose of this policy is to clearly set out the circumstances under which a post becomes a politically restricted post (PoRP), how this is determined and what this means for affected post holders.
B. What specific groups are the policy designed to affect/impact?
This policy applies to candidates and post holders of politically restricted posts.
C. Which groups have been consulted as part of the creation or review of the policy?
Unison, Human Resources, Service Managers

Step 2 – What we already know and where there are gaps

A. List any existing information/data you have/monitor about different diverse groups in relation to this policy? Such as in relation to ethnicity, religion, sexual orientation, disability, age, gender, transgender etc.
<p>Data/information such as:</p> <ul style="list-style-type: none"> ▪ Consultation ▪ Previous Equality Impact Assessments ▪ Demographic information ▪ Anecdotal and other evidence
Equality data is not collected in relation to those individuals who are subject to political restriction. However, the criteria which determine whether or not a post is politically restricted is statutory and is based on the nature of the work rather than the person. As at March 2016 40 postholders were affected by political restriction, equating to 21.6% of 185 staff.
B. 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)
No equality data is available in relation to political restriction as equality data is anonymous and does not identify the post of the individual.

Step 3 – Do we need to seek the views of others? If so, who?

A. In light of the answers you have given in step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.
As political restriction relates to the nature of the work rather than the postholder / candidate, no further views are considered necessary.

Step 4 – Assessing the impacts

	In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the groups specified and provide an explanation for your decision. (please refer to the general duties on the front page)
A. Age	The policy is neutral. Age does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
B. Disability (physical, visual, hearing, learning disabilities, mental health)	The policy is neutral. Disability does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role. Hard copies of the policy are available from the HR team.
C. Gender / Sex	The policy is neutral. Gender does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
D. Religious Belief	The policy is neutral. Religious belief does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
E. Racial Group	The policy is neutral. Ethnicity does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
F. Sexual Orientation	The policy is neutral. Sexual orientation does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
G. Transgender	The policy is neutral. Transgender status does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
H. Other protected groups (pregnancy & maternity, marriage & civil partnership)	The policy is neutral. Protected characteristics do not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role.
I. Other socially excluded groups (low literacy, priority neighbourhoods, socio-economic, etc)	The policy is neutral. Socio-economic group does not impact on whether or not a post is politically restricted. The criteria relate to the nature of the work rather than the person carrying out the role. No data is kept regarding the socio-economic status of individuals.
J. All	The HR department consider that the policy is easy to follow and fair. Followed correctly, the policy and procedure should not treat any individual less favourably than another.

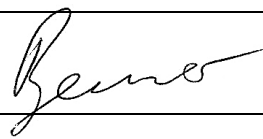
Step 5 – Action Plan

Please include any identified concerns/actions/issues in this action plan: <i>The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</i>			
Question Number (Ref)	Action	Responsible Officer	Target Date
2B	HR to liaise with the Equality & Diversity Officer regarding the value of gathering equality and diversity data regarding affected postholders.	Elaine Griffin	31 st March 2017

Step 6 – Who needs to know the outcomes of this assessment and how will they be informed

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Employees	✓	The Equality Impact Assessment (EIA) and the policy will be published on the intranet.
Service users	✓	The EIA will be published on the internet.
Partners and stakeholders	✓	The EIA will be published on the internet.
Others inc. candidates	✓	The EIA will be published on the internet.
To ensure ease of access, what other communication needs/concerns are there?	✓	Hard copies of the EIA and policy will be available from the Human Resources Department.

Step 7 – Conclusion (to be completed and signed by the Service Manager)

Please delete as appropriate
I agree with this assessment / action plan
If disagree, state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Service Manager): 
Date: 5 th May 2016

Please send completed & signed assessment to the Equality and Diversity Officer.