

Equality Impact Assessment (EQIA)

Mission 3

Details of requester

Name	[REDACTED]
Section/Project	People and Policy group - Mission 3

Details of accountable Director

Director name	Billy Harkness
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Document control (to be completed at each iteration)

Date	Author	Notes	Version number
05/07/2023	[REDACTED]	First draft	V0.1
14/07/2023	[REDACTED]	First IG review – comments added	V0.2
21/07/2023	[REDACTED]	Impact assessment and actions	V0.3
08/08/2023	[REDACTED]	Minor update to Summary and Proposal Outline following Director review	V1.0

Contents

Summary	2
Section 1: Framing	4
Section 2: Impacts Identification and Evidence	6
Section 3: Impact Assessment and Actions	10

Summary

Date	04/08/2023
IG Casework ref	CW-2023-279
Summary	
<p>The scope of this EQIA is the People and Policy group's 'Mission 3', which focuses on the HEO talent pipeline.</p> <p>To optimise registration performance and capacity, the introduction of a new temporary promotion pathway is planned to help increase HEO capacity to tackle the most complex open casework.</p> <p>This pathway will be based on productivity and quality data, and performance data provided by Employee Relations (ER) as well as manager input and qualification. Colleagues identified as being suitable candidates during the process will be approached and offered a temporary 12-month promotion to HEO level.</p> <p>With no modifications in place, we have identified the potential for negative impacts across several groups with protected characteristics, however the controls included as part of the process suitably mitigate these potential impacts.</p> <p>The process could have a potential positive impact on younger colleagues as there is no length of service requirement for them to be eligible for consideration.</p>	
Impact summary	
Impact	Recommended Actions
Potential Negative – Disability	<ul style="list-style-type: none"> • Actions included in proposal sufficiently mitigate any potential negative impacts. • No further actions required.
Potential Negative – Gender reassignment	
Potential Negative – Pregnancy and maternity	
Potential Negative – Religion or belief	
Potential Negative – Sex/gender	
Potential Positive – Age	<ul style="list-style-type: none"> • No action required
Review date	August 2024 (or sooner in the event that new feedback or evidence about the process regarding impacts becomes available)

Comments

Comments from teams should be entered in the table below as relevant

EDI Group and/or EDI Specialist	Name: EDI Colleague Forum Date: July 2023
No further potential impacts to any of the protected characteristics were identified.	

Senior staff approval or oversight required

Specify which senior colleagues should have sight of the EQIA and who should approve

Role	Approval/oversight/none
Keeper	
Accountable Officer	
Director - Registration	
Director – Business Development	
Director - Corporate	Approval
Other (specify)	

Section 1: Framing

1. Proposal Outline

What is the scope of this Equality Impact Assessment (change phases/stages)?

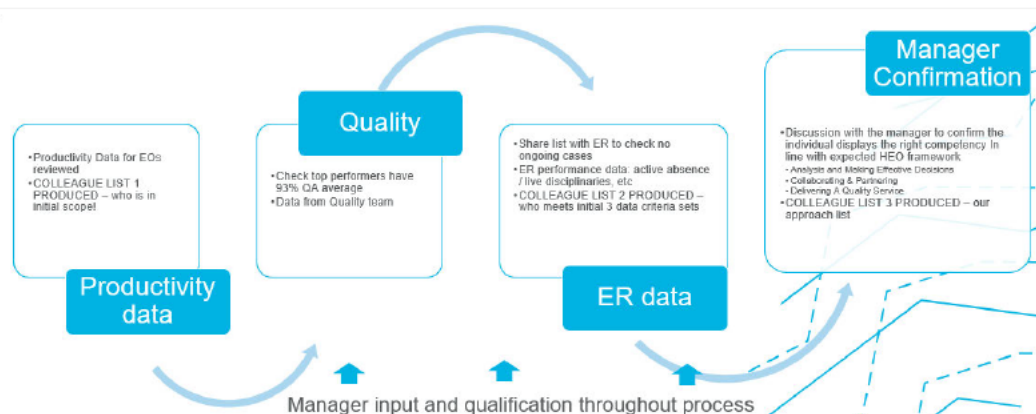
Brief background information can be included if this is necessary to frame the proposal

In line with Mission 3 and the 'Identify & Approach' resourcing option, this is a new temporary promotion pathway proposed to populate the talent pipeline at EO to HEO level within Registration.

Productivity, Quality and performance data provided by Employee Relations (ER) will be discussed and qualified throughout the process and manager input and views will ensure a balanced view of colleagues is achieved. Feedback from managers is based on the RoS competency framework to allow for objective assessment against the required skill set.

Based on the data collected and analysed during this process, EO colleagues on Colleague List 3 will be offered a temporary 12-month promotion to HEO level in order for them to be upskilled at a greater pace than is currently possible.

This process is illustrated in the diagram below:



What are the aims or purpose and anticipated outcomes of the change (such as a new policy, decision, procedure or relevant practice)?

The organisation's number one priority is to clear the open casework. To help achieve this the People and Policy group have been tasked with optimising performance and capacity within Registration.

Mission 3 aims to optimise the HEO talent pipeline and to increase our HEO capacity.

Please indicate who is most likely to be affected by the change?

For example: Employees, visitors, contractors, women, men, young people, older people, people with disabilities etc.

Initial proposal will directly affect employees at EO grade working within Registration areas eligible for temporary promotion to HEO grade.

The next iteration of the process will affect employees at AO grade eligible for temporary promotion to EO grade to backfill resulting EO positions.

There is a greater representation of equality groups at AO level and this process should allow for more opportunities.

Which aspects of the change are particularly relevant to any element of the general equality duty?

Eliminating unlawful discrimination, harassment, and victimisation.

Promoting equality of opportunity

Section 2: Impacts Identification and Evidence

Does evidence suggest any potential contribution of the change against the needs of the general equality duty? Consider each aspect in the table below.

Public sector equality duty	Aspects of change which contributes to or influence duty	Explanation/evidence of contribution or influence
Eliminating unlawful discrimination, harassment and victimisation	.	Data adjusted to reflect worked hours and manager involvement at each stage of the process.
Advancing equality of opportunity	Providing opportunities to a wider pool of staff to gain experience at a higher grade that, in previous recruitment processes, may not have been possible.	Process will be open to eligible colleagues of all ages and experience levels whereas previous recruitment processes sometimes restrict applicants to those meeting experience requirements.
Promoting good relations	A recruitment and development process that should provide opportunities to a wider range of colleagues, potentially contributing to more diverse teams of confident, skilled staff.	Open to all eligible colleagues who meet the criteria.

Does evidence suggest any potential for impacts on the following groups? Consider each characteristic in the table below.

Protected Characteristic	Impact (positive or negative)	Explanation/evidence of impact	Proposed actions/modifications
Age (e.g. older people, children and young people)	Potential positive		This process will be open to colleagues of all ages as it does not include any length of service requirement.
	Potential negative		
Disability	Potential negative	Colleagues with a disability are more likely to use IT accessibility tools and/or have reasonable adjustments which may affect productivity.	Mitigating action included in proposal: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process.
Gender reassignment (Where a person is living as the opposite gender to their birth)	Potential negative	Possibility of colleagues being absent from work because of gender reassignment.	Mitigating actions included in proposal: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process.
Pregnancy and maternity	Potential negative	Possibility of colleagues being absent from work because of medical appointments and/or maternity leave.	Mitigating actions included in proposal: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process.
Race, ethnicity, colour, nationality or national	No differential impact identified	N/A	N/A

Protected Characteristic	Impact (positive or negative)	Explanation/evidence of impact	Proposed actions/modifications
origins (including gypsies or travellers, refugees or asylum seekers)			
Religion or belief (including non-belief)	Potential negative	Possibility of colleagues being absent from work during religious festivals.	Mitigating actions included in proposal: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process.
Sex/gender	Potential negative for women	Women are more likely than men to work part-time (source: Women and the UK Economy) so there is the possibility of a bigger impact on women if productivity data is not adjusted accordingly.	Mitigating actions included in proposal: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process.
Marriage and civil partnership	No differential impact identified	N/A	N/A
Sexual orientation	No differential impact identified	N/A	N/A
Other (any other relevant group not covered above e.g. socio-economic)	No differential impact identified	N/A	N/A

2.2 Evidence gaps

Are there any gaps in the evidence you currently hold?

Is any action planned to fill these gaps?

No evidence has been identified that would suggest that there is the potential for positive or negative impacts on any other groups with protected characteristics beyond those identified above.

This position will remain under review, and the EQIA will be updated accordingly if new feedback or evidence becomes available.

Section 3: Impact Assessment and Actions

Relevant protected characteristic	Impact	Mitigating actions included and required	Owner
1. Disability	Potential negative	Included: 1) All productivity data will be adjusted to reflect worked hours only. 2) Manager consultation at each stage of the process. Required: N/A	P&P
2. Gender reassignment			
3. Pregnancy and maternity			
4. Religion or belief			
5. Sex/gender			
6. Age	Potential positive	Included: N/A Required: N/A	N/A

Review date	August 2024
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