

## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary: Recruitment and Selection Policy &amp; Procedure</b>
<b>Service Area:</b> All employees covered by the JNC for Local Government Services
<b>Directorate:</b> All

### 2. Does the initiative affect:

	Yes	No
Service users	X	
Staff	X	
Wider community	X	
Internal administrative process only	X	

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	X					This review focused on reinforcing our commitment to equality, diversity, and inclusion initiatives. The updated policy now better supports our goals of fostering a diverse and equitable workplace by aligning the policy with positive action principles such as specifying that preference may be given to individuals from underrepresented groups as defined by the Equality Act when faced with equally qualified candidates. Also, managers are encouraged to ensure that more than one

						person from marginalised groups is included in the shortlist.
Disability	X					In 2022-23 7% of applicants who applied for a post with the Council declared a disability. Out of these, 33% were shortlisted for interview and 31% of those shortlisted were successful and were appointed to the post. This review ensures our commitment to making our recruitment procedures free from unfair discrimination by enhancing inclusivity for neurodivergent individuals and reinforcing our commitment to equality, diversity, and inclusion initiatives. This should encourage people with disabilities to apply for roles within the Council.
Gender Reassignment	X					This review focused on reinforcing our commitment to equality, diversity, and inclusion initiatives. The updated policy now better supports our goals of fostering a diverse and equitable workplace by aligning the policy with positive action principles such as specifying that preference may be given to individuals from underrepresented groups as defined by the Equality Act when faced with equally qualified candidates. Also, managers are encouraged to ensure that more than one person from marginalised groups is included in the shortlist.
Marriage/Civil Partnership	X					As above
Pregnancy/Maternity	X					As above
Race	X					As above
Religion/Belief	X					As above
Sex	X					As above
Sexual orientation	X					As above

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				
Treating the Welsh language no less favourably than English		X				

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	X		This initiative will ensure that we are fostering an inclusive work environment that values diversity. By accommodating marginalised groups and neurodivergent individuals in the recruitment process, we promote a sense of belonging and respect, reduce discrimination and enhance job satisfaction.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	X		This initiative impacts positively on wellbeing objective 4.
<b>Involvement</b> - how people have been involved in developing the initiative	X		The Trade Unions and the Council's Ethnic Minority Employee Network have been consulted on their views regarding this revised policy and these were fully considered.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions		x	N/A – internal policy
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse		X	N/A – internal policy

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	X
Reasons for this conclusion	
A full impact is not required as there is no anticipated negative impact on any protected group. It also has no negative impact on bio-diversity or the Welsh Language.	

--

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	<b>Robyn Mort</b>	<b>HR Policy &amp; Practice Development Officer</b>	<i>R. Mort</i>	<b>17/05/2024</b>
Signed off by	Sheenagh Rees	Head of People & OD	<i>Sheenagh Rees</i>	22/05/2024