

## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary: Creation and Appointment of Senior Management Posts</b>
<b>Service Area:</b> Workforce Matter
<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				The jobs will be advertised externally to the council, open to all candidates and the process will be held in line with the council's agreed recruitment processes and the council's Equality of Opportunity in Employment Policy. Applicants will be asked to advise if they need any reasonable adjustments to be in place in order to access the appointment process.
Disability		X				
Gender Reassignment		X				
Marriage/Civil Partnership		X				
Pregnancy/Maternity		X				
Race		X				
Religion/Belief		X				
Sex		X				
Sexual orientation		X				

**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				Welsh is a desirable criteria for both jobs, and candidates may request that the interview process is conducted in the welsh language.
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				Both jobs make reference to sustainability.
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		The creation of 2 new Heads of Service ensure that capacity in the leadership of the Council's workforce, its key asset, is secured. Both jobs refer to sustainability in reference to the portfolios of services they will respectively manage.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	x		As above. The appointment of 2 new Head of Service positions will provide the necessary leadership to ensure wellbeing objectives are met.
<b>Involvement</b> - how people have been involved in developing the initiative	x		The appointment process will the involvement of include key stakeholders.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions		x	N/A – this is a Neath Port Talbot Council appointment.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	x		A timely appointment will ensure a smooth transition to the 2 new Head of Service positions.

**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	
<p>A full impact is not required as there is no impact on any protected group, bio-diversity or the Welsh Language. The jobs will be advertised externally to the council, open to all candidates and the process will be held in line with the council's agreed recruitment processes and the council's Equality of Opportunity in Employment Policy. Applicants will be asked to advise if they need any reasonable adjustments to be in place in order to access the appointment process. Both jobs have Welsh Language as a desirable criteria.</p>	

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>Sheenagh Rees</b>	<b>Head of People &amp; OD</b>		<b>28/02/22</b>
Signed off by		Head of Service/Director		