

Huntingdonshire District Council Equality Impact Assessment

Service area	HR
Date of assessment	November 2010
Name of strategy/policy/function/service to be assessed	Disability at Work Policy
Is this a new or existing strategy/policy/function/service?	New
Name of manager responsible for strategy/policy/function/service	Sarah Caddell
Names of people conducting the assessment	Kiran Hans & Louise Sboui
Step 1 – Description of strategy/policy/function/service	
Describe the aims; objectives and purpose of the strategy/policy/function/service (include how it fits in to wider aims or strategic objectives).	<p>This policy aims to:</p> <ul style="list-style-type: none"> • Provide managers and employees with guidance on a range of support and reasonable adjustments that HDC can provide disabled employees to ensure they are supported at work. • Enable, so far as is reasonably possible, equity in access to the full range of recruitment, training and career development opportunities for all job applicants and staff. • Ensure that there is no unfair discrimination or harassment on the grounds of disability and that access to employment and promotion in HDC is based on skills, qualifications and suitability for work. • Identify ways to monitor diversity in HDC to ensure equity and fairness.

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	<ul style="list-style-type: none"> • Identify and adopt annual targets for improvements and report as required on proposals and progress in the equality progress report to Employment Panel.
<p>Are there any (existing) equality objectives of the strategy/policy or function/service</p>	<p>To ensure fairness and equity for disabled people, HDC are guided by the following principles:</p> <ul style="list-style-type: none"> • Anti discrimination to ensure disabled people are not subject to discriminatory practices. • Equality of opportunity for disabled people in every aspect of their dealings with HDC. • Ensuring managers and staff at HDC are aware of the reasonable adjustments that can be made to support staff with a disability. • Accountability so that the responsibility for securing equal treatment and removing barriers rests both with HDC as a whole and with individual decision-makers within it. • Involvement in decision-making so that disabled people are consulted with before decisions which affect them are made.
<p>Who is intended to benefit from the strategy/policy/function/service and in what way?</p>	<p>Existing and potential employees</p>
<p>What are the intended outcomes of this strategy/policy/function/service?</p>	<p>To ensuring disabled people are treated equitably and with respect, see aims and objectives above.</p>

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Step 2 – Data																				
<p>What baseline quantitative data (statistics) do you have about the strategy/policy/function/service relating to equalities groups (e.g. monitoring data on proportions of service users compared to proportions in the population), relevant to this policy?</p>	<table border="1"> <thead> <tr> <th>2009/10</th> <th>Disabled</th> <th>Not disabled</th> <th>Not known</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Number</td> <td>26</td> <td>508</td> <td>280</td> <td>814</td> </tr> <tr> <td>%</td> <td>2.3%</td> <td>62.4%</td> <td>34.4%</td> <td>100%</td> </tr> </tbody> </table>	2009/10	Disabled	Not disabled	Not known	Total	Number	26	508	280	814	%	2.3%	62.4%	34.4%	100%				
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<p>Excluding those whose disability status is unknown, 4.9% of employees are disabled. Work to improve equality data held about employees should result in fewer staff whose disability status is not known.</p> <p>The Annual Population Survey (APS) shows that 15.2% of Huntingdonshire residents aged 16-64 are disabled (April 2009 – March 2010). 10.9% of employed Huntingdonshire residents aged 16-64 are disabled. This suggests that disabled people are under-represented in the Council’s workforce but the APS figures should be treated with caution because they are based on small sample sizes. We currently have no record of the disability status of more than a third of employees, meaning the number of</p>																				

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	<p>disabled people employed by the Council could potentially be much higher than our figures suggest at the moment.</p>
<p>What qualitative data (opinions etc) do you have on different groups (e.g. comments from previous consumer satisfaction surveys/consultation, feedback exercises, or evidence from other authorities undertaking similar work), relevant to this strategy/policy/function/service?</p>	<p>The Council is required to adopt a policy for disability at work to ensure compliance with the Equality Act 2010. The policy complies with best practice, current legislation and provides managers and employees with guidance on a range of reasonable adjustments to ensure that disabled employees are supported at work. This policy will help to ensure that there is no unfair discrimination or harassment on the grounds of disability. Furthermore it enables the council to identify ways to monitor diversity and adopt targets for improvements.</p>
<p>Step 3 – Policy impact</p>	
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on different racial groups?</p> <p>What evidence do you have for your answer?</p>	<p>None, this policy is aimed at existing or potential employees with a disability</p>
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on gender, including transgender people?</p>	<p>None, this policy is aimed at existing or potential employees with a disability</p>

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<p>What evidence do you have for your answer?</p>	
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on people with a disability</p> <p>What evidence do you have for your answer?</p>	<p>This policy will have a positive differential impact on existing and potential employees</p>
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on lesbian, gay, or bisexual people compared with heterosexual people?</p> <p>What evidence do you have for your answer?</p>	<p>None, this policy is aimed at existing or potential employees with a disability</p>
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on younger or older people?</p>	<p>None, this policy is aimed at existing or potential employees with a disability although indirectly it may have a positive impact on</p>

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<p>What evidence do you have for your answer?</p>	<p>older employees due the link between age and disability.</p>
<p>Are there concerns that the strategy/policy/function/service could have a differential impact on grounds of religion or belief?</p> <p>What evidence do you have for your answer?</p>	<p>None, this policy is aimed at existing or potential employees with a disability</p>

Action plan and timetable		
Objective	Action	Target/Timetable for completion of actions / responsibility
<p>A modern and diverse workforce</p>	<p>Continue to collect and analyse previous year's employment (equality monitoring) data to produce monitoring and analysis of workforce profiles by equality categories. Set equality objectives where required.</p>	<p>Annual – next due November 2011</p>
	<p>Continue to build capacity amongst Council employees through awareness training, information sharing sessions or newsletters. Identify employees who could receive specific disability awareness training.</p>	<p>Annual</p>

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Improve disability disclosure amongst employees. Consider 'hidden disabilities' training for managers or basic mental health awareness training for employees.	2011
Work with the Richmond Fellowship to ensure that support for employees is available	2011