

Equality Impact Assessment Form (Page 1 of 2)

Title of EIA/ DDM: Safer Recruitment and Working Practices Framework (SRWPF)

Name of Author: Lynn Robinson/Carol McCrone

Department: All departments

Director: Alison Michalska (sponsor)

Service Area: All

Strategic Budget EIA: N/A

Brief description of proposal / policy / service being assessed:

The Safer Recruitment and Working Practices Framework (SRWPF) seeks to provide guidance and clarity for all working for the Council in their work with service users, and particularly vulnerable service users, in order to protect, as far as is practicably possible:

- service users from harm by providing all working for the Council with guidance and clarity in relation to safer recruitment and working practices;
- those working on behalf of the Council from allegations of abuse where they have followed the advice and instruction in the Framework; and
- the Council from the associated risks to reputation and litigation

The SRWPF supports and fulfils a significant activity out of the workforce elements of the Council's response to Louise Casey's Report of Inspection of Rotherham Metropolitan Borough Council in relation to child sexual exploitation, and internal Historical Records Review, identified in the corporate Casey Action Plan (CAP) by consolidating into one document a comprehensive set of manager and colleague expectations, supported by revised systems and process to facilitate changed ways of working and safer working measures.

The SRWPF will form part of the People Management Handbook and will apply to all colleagues, including non-employees working on behalf of the Council such as casual workers, those provided by agencies, consultants and volunteers.

	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
People from different ethnic groups.	<input type="checkbox"/>	<input type="checkbox"/>	<p>This will particularly help to safeguard children and vulnerable adults.</p> <p>The SRWPF applies to all workers (as defined above) as a good practice guide, protecting service users, workers for wrongful allegations and the Council by clarifying expected behaviour and conduct. Therefore, there is neutral impact on all equality strands.</p> <p>The only possible impact is where English is a second language or low levels of literacy.</p>	<p>A full process of consultation has been undertaken with managers across the Council and trade union representatives. Feedback has been reviewed and incorporated into the document. Once approved by ACOS, the Employee networks will be consulted for their thoughts on the final Framework and input on disseminating this to the wider workforce.</p> <p>A comprehensive training and awareness plan will be put in place to ensure that all workers understand their role, the Council's expectations and how to raise concerns and ask for further guidance.</p>
Men	<input type="checkbox"/>	<input type="checkbox"/>		
Women	<input type="checkbox"/>	<input type="checkbox"/>		
Trans	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	<input type="checkbox"/>	<input type="checkbox"/>		
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>		
People of different faiths/ beliefs and those with none.	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>		
Older	<input type="checkbox"/>	<input type="checkbox"/>		
Younger	<input type="checkbox"/>	<input type="checkbox"/>		

Other - looked after children, vulnerable children and adults	✓	<input type="checkbox"/>
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	This EIA will continue to be updated in light of information gather from other stakeholders.
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Outcome(s) of equality impact assessment:

- No major change needed ✓
- Adjust the policy/proposal
- Adverse impact but continue
- Stop and remove the policy/proposal

Arrangements for future monitoring of equality impact of this proposal / policy / service:

This Framework and its impact will be reviewed annually by CLT, supported by relevant services.

Approved by (manager signature):

Date sent to equality team for publishing:



Send document or link to:
equalityanddiversityteam@nottinghamcity.gov.uk

Before you send your EIA to the Equality and Community Relations Team for scrutiny, have you:

1. Read the guidance and good practice EIA's
<http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly when this is going to happen.
7. Clearly cross referenced your impacts with SMART actions.