

# Diversity impact assessment

<b>TITLE</b> Name / description of the issue being assessed	Drafting and Development of a new Reservist Policy
<b>DATE</b> Date the DIA is completed	05.01.2021
<b>LEAD OFFICER</b> Name, title and dept of person responsible for carrying out the DIA.	Ryan Huggett, HR Consultant, Human Resources
<b>1 Summary description of the proposed change</b> <ul style="list-style-type: none"> <li>• What is the change to policy / service / new project that is being proposed?</li> <li>• How does it compare with the current situation?</li> </ul>	
<ul style="list-style-type: none"> <li>• The draft Reservist Policy builds upon the support already provided for reservists under the Special Leave Policy</li> <li>• The draft Reservist Policy seeks to implement a more robust support framework for reservists in order to provide clarity to reservists on their terms and conditions and rights and obligations</li> <li>• The draft Reservist Policy will also allow the Council to gauge and record more accurately workforce information data relating to staff members that are reservists in order for the Council to be in a better position to respond to any practical implications that may arise from mobilisation of any staff members that are reservists</li> </ul>	
<b>2 Summary of evidence used to support this assessment</b> <ul style="list-style-type: none"> <li>• Eg: Feedback from consultation, performance information, service user records etc.</li> <li>• Eg: Comparison of service user profile with Medway Community Profile</li> </ul>	
<ul style="list-style-type: none"> <li>• Benchmarking exercise of other local authorities policies and procedures</li> <li>• Benchmarking exercise of other public sector organisations relevant policies</li> <li>• Good practice has been examined from academic sources and other sources of industry best practice including from leading organisations such as ACAS, CIPD, XperTHR</li> <li>• Trade Unions and staff forums were consulted on the proposed reviewed policy between 14<sup>th</sup> December 2020 to 28 December 2020</li> <li>• The proposed policy was shared with Legal and Finance for comment.</li> </ul>	

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### 3 What is the likely impact of the proposed change?

Is it likely to :

- Adversely impact on one or more of the protected characteristic groups?
- Advance equality of opportunity for one or more of the protected characteristic groups?
- Foster good relations between people who share a protected characteristic and those who don't?

(insert ✓ in one or more boxes)

Protected characteristic groups (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations
Age			✓
Disability			✓
Gender reassignment			✓
Marriage/civil partnership			✓
Pregnancy/maternity			✓
Race			✓
Religion/belief			✓
Sex			✓
Sexual orientation			✓
Other (eg low income groups)			✓

### 4 Summary of the likely impacts

- Who will be affected?
- How will they be affected?

Not applicable

### 5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- What alternative ways can the Council provide the service?
- Are there alternative providers?
- Can demand for services be managed differently?

Not applicable

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## 6 Action plan

- Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence

Action	Lead	Deadline or review date
Not applicable		

## 7 Recommendation

The recommendation by the lead officer should be stated below. This may be:

- to proceed with the change, implementing the Action Plan if appropriate
- consider alternatives
- gather further evidence

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

Proceed with the adoption and implementation of the new draft Reservist Policy as there is no evidence to suggest that this will have an adverse impact.

## 8 Authorisation

The authorising officer is consenting that:

- the recommendation can be implemented
- sufficient evidence has been obtained and appropriate mitigation is planned
- the Action Plan will be incorporated into the relevant Service Plan and monitored

**Assistant Director**

**Date**

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC:	phone 2443	email: <a href="mailto:annamarie.lawrence@medway.gov.uk">annamarie.lawrence@medway.gov.uk</a>
C&A (Children's Social Care):	contact your usual	P&I contact
C&A (all other areas):	phone 4013	email: <a href="mailto:jackie.brown@medway.gov.uk">jackie.brown@medway.gov.uk</a>
BSD:	phone 2472/1490	email: <a href="mailto:corppi@medway.gov.uk">corppi@medway.gov.uk</a>
PH:	phone 2636	email: <a href="mailto:david.whiting@medway.gov.uk">david.whiting@medway.gov.uk</a>