

Easton&OtleyCollege

Equality Impact Assessment – Initial Screening Form

Policy / procedure / event title	Leadership Development and Succession Planning
Policy holder Job title Contact details	Liz Howard HR Director Extn 303
Directorate owner	Liz Howard
Date of completion	March 2013
Step A	
What are the aims, perceived benefits and suggested outcomes?	
<p>Easton and Otley College is committed to developing the College workforce in ways which:</p> <ul style="list-style-type: none"> ▪ distribute leadership throughout the College, ▪ utilise the strengths of individual staff and enable them to contribute to their maximum potential, ▪ enable continuing professional development opportunities which <ul style="list-style-type: none"> ○ enable staff to progress within the college and beyond, ○ contribute to leadership capacity throughout the College, ○ contribute to succession plans for the future. 	
Step B	
Do you have any data showing how the policy has been received and whether it is successful?	
This is a relatively new procedure that recognises the great importance of succession planning. To date no feedback from staff has been received.	
Step C	
Which equality strands could the policy, procedure or event impact upon?	
Strand	Notes
Ethnicity	The College would like to see the differing personal characteristics as specified by legislation represented at all levels within the College. To this end this policy will be applied in a supportive manner to all groups and will aim to be positive to all.
Language	The College will provide assistance to staff who have English as a second language to ensure they are able to fully understand and benefit from this procedure.
Disability	The College is aware that for a person with a disability to succeed in their chosen career there may be times when additional support is required. The College will seek to provide reasonable adjustments wherever possible to support all employees with a disability achieve to their full potential.
Gender	The College is aware there are national issues with pay equality – current

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	analysis of pay in the College raises no such concerns and this procedure will aim to perpetuate the equality amongst both genders in their ability to achieve promotion and success in their chosen careers.
Religion	The Policy review group accepts that cultural differences exist but anticipate that in the operation of this procedure no one group should be disadvantaged.
Age	The College is aware of the age profile of staff. How many junior positions are held by younger employees, but the College will seek to support all to progress irrelevant of age.
Sexuality	The College does not believe ones sexuality should have relevance within the confines of this procedure.
Full impact assessment required?	YES <input type="radio"/> (please circle) NO <input checked="" type="radio"/>
This will be conducted by: _____ (date)	
A copy of this form should be sent to the holder of the policy, procedure or event organiser	

This EIA was completed post review by the Policy Review Group 18th March 2013.