

Equality Impact Assessment – Recruitment of members to the Council

Initial screening tool

Person responsible for initial screening	Adrienne Hunt
Date of initial screening	24/07/09
Name of policy/practice	Recruitment of members to the Council
Is the policy/practice new, changing or existing	Existing

What are the main aims, purpose and outcomes of the policy/practice?
<ul style="list-style-type: none"> To identify and appoint the most suitably qualified and experienced candidate(s) to the UK Biobank Ethics and Governance Council in order to contribute to the work of the Council and the fulfilment of its remit.
Which groups may benefit positively from the policy/practice? (list what evidence, if any, supports this)
<p>No particular target group is likely to benefit positively specifically on the basis of the nature of the group. However, individuals across the groups who become aware of the advert, who would like to apply and who are subsequently appointed may benefit.</p> <p>The advert is usually placed in the Guardian and available on the newspaper's website for 3 weeks. An advert is placed in each UK Biobank assessment centre and circulated to the EGC contact list (including interested academics, public meeting attendees etc). The advert would usually appear on the EGC, Wellcome Trust and MRC websites and is circulated to patient organisations and faith groups. Particular organisations are targeted if a particular expertise is required (e.g. Information Security and public involvement were a priority in the 2008 round of recruitment).</p>
Which groups may be impacted negatively or adversely by the policy/practice? What is the nature of this impact? (list what evidence, if any, supports this)
<p>A lack of positive impact, or possibly a low negative impact, may be found in the following circumstances (no evidence exists for the below being an actual adverse impact):</p> <ol style="list-style-type: none"> The adverts for members are produced in English only and so may not be directly accessible to those who do not speak English. The advert is predominantly available/circulated by electronic means which may present a barrier to those without internet access. The person specification requires a certain level of qualification and/or experience. Individuals from any of the equality groups who do not satisfy the person specification may be considered to be adversely affected.

Summary of assessed relevance of the policy include reasoning (state if it is high, medium or low for each of the equality areas)

Impact	low	medium	high	Reasoning
Race Equality	✓			Point 1) may apply for some people within this equality target group
Disability Equality	✓			No adverse impact identified. (Interviews are held at the Wellcome Trust which has full disabled access.)
Sex/Gender Equality	✓			No adverse impact identified
Age Equality	✓			No adverse impact identified
Religion/Faith Equality	✓			No adverse impact identified
Sexual Orientation	✓			No adverse impact identified

Equality				
Socio-economic Equality	✓			Point 2) may apply for some people within this equality target group

If a medium or high negative or adverse impact is identified in the screening assessment a full equality impact assessment should be conducted.

A full equality impact assessment ~~is~~ is not required. (delete as appropriate)

Signature: Adrienne Hunt

Date: 24 July 2009

Screening and decision counter-signed by: Graeme Laurie

Date: 07 December 2009

Equality impact assessment tool

The assessment should be proportionate to the significance and coverage of the policy/practice.

Step 1. Background details

Person responsible for assessment	
Date of assessment	
Name of policy/practice	
Is it new, changing, existing	
What are the main aims, purpose and outcomes of the policy/practice?	

Step 2. Consider the evidence

What data (quantitative and qualitative) and other evidence is available? How reliable is it?
What does the data or evidence tell you about the different needs, impacts and outcomes for the target groups?
Identify any gaps in understanding of the potential or known impacts and describe what additional data or evidence is necessary in order to carry out a thorough assessment (e.g. through the commissioning of new research)?
Have any stakeholders been consulted (including individuals from target groups)? What were their views?
Are there any experts/stakeholders who can/should be approached to explore their view on

the issue?
Are there any examples of existing good practice in this area?

Step 3. Assess impacts on basis of the evidence

How does/will the policy/practice affect different groups? Identify any potential for, or known, negative or adverse impact and identify the reasons for this impact.
What positive impact will the policy likely have?

Step 4. Improving policy/practice

What practical, proportionate changes to the policy/practice can and will be made to reduce or remove any negative or adverse impact and/or advance/promote equality?
Will these changes effect other areas of equality (i.e. a positive impact for one group resulting in a negative impact on a different group)?

Step 5. Summary of findings, actions and monitoring

Summarise the conclusions
Summarise the required action points
Provide details on how the impact and effectiveness of the revised/new policy/practice will be monitored (including timescales)

Step 6. Sign off

The EIA should be signed-off by the assessor and checked and signed by the delegated Council member.

Signature:

Date:

Assessment checked and counter-signed by:

Date: