## Equality Impact Assessment

### Validation Decision Notice

<table>
<thead>
<tr>
<th>EIA Reference Number</th>
<th>81</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service, policy, or strategy</td>
<td>Retirement Policy</td>
</tr>
<tr>
<td>Element(s) assessed</td>
<td></td>
</tr>
<tr>
<td>Names of Assessors</td>
<td>HR Manager, Local Tax Court Officer, Customer Access Manager</td>
</tr>
</tbody>
</table>

### Consider:

- Was discrimination or disadvantage identified?  
  - Yes  
  - No

- Was the service promoting equality?  
  - Yes  
  - No

- Could the service be improved in promoting equality?  
  - Yes  
  - No

- Are the customers’ needs understood and met?  
  - Yes  
  - No

- Is there good evidence and/or reasoning to support the decisions on whether groups are/aren’t affected?  
  - Yes  
  - No

- Does the summary report properly reflect the key findings of the assessment?  
  - Yes  
  - No

- Is the summary report clear and easy to understand?  
  - Yes  
  - No

- If improvements have been identified, do they reflect and deal with the key findings?  
  - Yes  
  - No

### The decision is to: Validate ☑️ Not validate ☐

The reason/s for the decision are: *please give details below*

- Validation given – information correct  
- Not validated – decision not to proceed as EIA incorrect  
- Not validated - screening error  
- Not validated – research/consultation error  
- Not validated – improvement error

### Signed

Karen Brimacombe

### Designation

Corporate Director

### Date

26 May 2011
Equality Impact Assessment

Stage 1

**STAGE 1 – Briefing Note**

<table>
<thead>
<tr>
<th>EIA ID (Sinbad reference number)</th>
<th>81</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of meeting</td>
<td>9 May 2011</td>
</tr>
<tr>
<td><strong>Job Titles of assessors</strong></td>
<td>HR Manager</td>
</tr>
<tr>
<td></td>
<td>Local Tax Court Officer</td>
</tr>
<tr>
<td></td>
<td>Customer Access Manager</td>
</tr>
</tbody>
</table>

The Assessment

The purpose of the Retirement Policy is to provide information and guidance to staff and managers about retirement options and benefits.

Assessment Findings

The assessment found many positives in the retirement policy, including being able to join Local Government Pension Scheme up to the age of 75, which was a previous exclusion. The policy also contains practical examples of retirement scenarios and a range of pre-retirement courses.

A potential negative impact is to younger workers where opportunities for promotion and job opportunities are reduced through older workers staying at work longer.

Justification

Decision to move to scoping and screening stage as this is an HR policy.
Equality Impact Assessment

Stage 6

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Date of assessment</td>
<td>9 May 2011</td>
</tr>
<tr>
<td>Name of assessors</td>
<td>HR Manager, Local Tax Court Officer, Customer Access Manager</td>
</tr>
</tbody>
</table>

The Assessment

The changes to the Retirement Policy following a change in legislation were reviewed by the above officers. The team discussed the information collated by the HR Manager about the age profile of the population as part of the FLOW project.

The Customer/Customer Group

N/A

Consultation and Research

Information has been gathered in relation to BDBC workforce age profile including trends. Business Unit, Gender etc have been analysed as part of this review.

Key Individuals and Organisation

TAEN, Third Age Employment Network provided research information.

Assessment Findings

The assessment found many positives in the retirement policy, including being able to join Local Government Pension Scheme up to the age of 75, which was a previous exclusion. The policy also contains practical examples of retirement scenarios and a range of pre-retirement courses.

A potential negative impact is to younger workers where opportunities for promotion and job opportunities are reduced through older workers staying at work longer. However, the profile of an aging population goes some way to reducing this impact.

Actions Arising

Identified in Improvement Plan.
### STAGE 5 - Improvements

<table>
<thead>
<tr>
<th><strong>EIA ID (Sinbad reference number)</strong></th>
<th>81</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Date to be submitted for validation</strong></td>
<td>9 May 2011</td>
</tr>
<tr>
<td><strong>Target implementation start date</strong></td>
<td>1 April 2011</td>
</tr>
<tr>
<td><strong>Target completion date</strong></td>
<td>April 2012</td>
</tr>
<tr>
<td><strong>Action required to achieve improvement</strong>&lt;br&gt;<strong>title &amp; brief description</strong></td>
<td>A project is underway called Flexible Lives for Older Workers (FLOW) which is aimed at enabling workers aged 50 plus to continue working and promotes the options within this policy</td>
</tr>
<tr>
<td><strong>Reference number or code</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Responsibility:</strong> Lead</td>
<td>HR Manager</td>
</tr>
<tr>
<td></td>
<td>Support</td>
</tr>
<tr>
<td><strong>Resource implications</strong></td>
<td>There are implications for the HR business partner team. Funding has been obtained from the EU Social Fund.</td>
</tr>
<tr>
<td><strong>Links</strong>&lt;br&gt;To business/service plan actions, policies, strategies or programmes</td>
<td>GACS Service Plan, HR Team Action Plan 2011/12</td>
</tr>
</tbody>
</table>

The prioritisation criteria used at Stage 2 may be useful to give an overall priority and to prioritise individual actions. In either case you may need to add additional criteria such as cost, timescale, ease of implementation, etc.