

Forestry Commission Equality Impact Assessment Publishing Template

Step 10

Name of policy, function or service
Recruitment & Selection policy & procedure

Purpose and aim(s) of the policy, function or service
To ensure that the Forestry Commission has a consistent, fair and cost effective approach to the way we recruit candidates for posts within the Forestry Commission.

Who will benefit mainly from this policy, function or service?
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The policy and procedure will benefit all internal staff either as recruiting manager, independent interview board member or applicant. All members of the public interested in applying for a vacancy within the Forestry Commission will also benefit.

Information and Data (evidence) used
<ul style="list-style-type: none">• Data on FC workforce (age, gender, race, disability)• FC Leavers data• Forestry Commission recruitment monitoring statistics• Benchmarking best practice (within Civil Service) – Civil Service Commissioners, Cabinet Office, DEFRA procedures.• Benchmarking best practice – Chartered Institute of Personnel and Development.• Ongoing discussions with Forestry Commission's Trade Unions• Input from Equality & Diversity Team• Job Centre Plus – Two Ticks Scheme• Existing recruitment, selection and postfilling policy and procedures

Summary of Impact
It anticipated that the policy and procedure will have a beneficial impact on all strands of diversity by providing a process that is simplified, transparent and in line with Equality Law (in particular for disabled candidates). There is also reference in the procedure to the selection of assessment techniques in order that any one group is not disadvantaged and the possibility of reasonable adjustments.

Monitoring/Evaluation
Recruitment equality monitoring data will continue to be collected, HR Services

will audit a sample of recruitment exercises to ensure that the principles of the policy are being followed and that the procedure continues to meet the needs of the business (this would include the Commission's Equality & Diversity agenda)

Further Information

The policy and procedure will be reviewed in 2012, as part of the continuous review programme however, any legal changes, changing business priorities or output of the monitoring and review exercises would prompt a review prior to this date.