

**Part 1: Equality Impact Screening/Pre-Assessment\***

Name of Policy/Function/Strategy to be assessed: Retirement Policy	Section/Directorate: HR		
Name of person responsible for assessment: Michelle Thompson	Date of Screening:  6/6/23		
<b>Policy Aims</b>			
What is the purpose of the policy/function/strategy? What are its intended outcomes?			
<p>This policy sets out the procedure for Retirement at West Lindsey District Council (WLDC). This policy does not form part of your contract of employment.</p> <p>The policy applies to employees of WLDC. It does not apply to contractors or consultants external to the council.</p> <p>WLDC recognises the contribution of a diverse workforce, including the skills and experience of older employees and does not operate a compulsory retirement age for employees. WLDC believes that employees should, wherever possible, be permitted to continue working for as long as they wish to do so.</p>			
Who are the main stakeholders in relation to the policy/function/strategy?			
HR, Management Team, Officers, Cllrs, Unions			
Do the identified stakeholders stand to be positively or negatively affected by the policy/function/strategy?			
Positively as it sets out guidance and standards			
Does this policy/function/strategy support the Council's stated equality objectives? (see overleaf.) Does it serve to impede them? Please explain.			
Yes transparent in how the policy is used in regard to potential/flexible retirement			
<b>Preliminary Impact Assessment</b>			
	Yes	No	Unsure
1. Will this policy or function have an impact on:			
a. How services are delivered to the public?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Human Resources Policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Have any aspects of your policy/strategy already been covered by other EIAs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* Part 1 should be completed by the Lead Officer and signed by the Service Manager. Refer to the [Internal EIA Guidance](#) for more information on what EIAs are, why they are important, when they should be completed, who should be involved, and how they should be done.

a. If yes, please indicate which ones and the dates. Also indicate which new/additional aspects would be covered under this EIA.

Retirement Policy EIA June 2010

If you answered Yes or Unsure for question1 please proceed to Part 2 of the EIA, which is to be completed with a small team of people.

Otherwise, if you are satisfied that there would be no additional benefit to completing a full impact assessment (noting that many issues with no apparent relevance may have hidden impacts) then please have your Service Manager sign and date this sheet to indicate that the EIA has been fully completed at this stage.

Manager's Signature:



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## **Equality Objectives**

1. Review Corporate Plan and Equality objectives to ensure links are clear and objectives are evidence based
2. Ensure that all our staff, elected members and volunteers are aware of our responsibilities under the Equality Act 2010 and the Public Sector Equality Duty
3. Engage our communities to participate in the determination of our priorities and decision making
4. Ensure we are transparent in decision making