

**Equality and Human Rights Impact Assessment (EqHRIA)**

# Summary of Results

## Policy/Practice Name:

Career Breaks

## Owning Department:

People and Development

## Date EqHRIA Completed:

11/05/2023

## Purpose of Policy/Practice:

## Career Breaks are a means of enabling individuals to take a break from work and provides a guaranteed return to work, later. The purpose of this Procedure is to retain staff by demonstrating a commitment to their long-term career and personal development, to reduce the number of leavers and resulting recruitment and training costs and to contribute to work-life balance.

## Summary of Analysis / Decisions:

### What the assessment found, and actions already taken.

* The number of applicants each year has increased.
* Changes in the work environment create opportunities to use Career Breaks as a way of retaining skilled workers during downturn in activity or to remodel the workforce helping to reduce the stigma and negative attitudes toward Career Breaks.
* As a proportion more women than men are taking career breaks and that these are generally within the age brackets associated with pregnancy.
* The most popular career break duration is 12 months.

## Summary of Mitigation Actions:

### What the assessment found, and actions already taken.

* There is no methodology to capture informal conversations that may prevent applications. Previous suggestions to digitally record submissions has been deemed disproportionate to the numbers applying.
* The return process is now managed by HR Advisors under the direction of recruitment. The procedure is clear that as far as reasonably practical individuals should be returned to the same or similar role and work pattern as they had when the career break began. While this will not always be suitable, a three month return contact makes provision for new arrangements to be put in place.