

COMMITTEE ON EQUALITY OF OPPORTUNITY

Date: Wednesday, 22 November 2000

Time: 2pm

Venue: The Chamber, National Assembly Building

Title: Actions arising from report on Public Appointments to assembly Sponsored Public Bodies

Priorities for action on public appointments to Assembly sponsored public bodies.

- * Gaining public confidence
- * Attracting a broader field of applicants
- * Gaining candidates' confidence
- * Rewarding people fairly
- * Developing active citizenship

In all, bear in mind the need for open, fair, transparent and accessible appointments, with the emphasis on equality of opportunity; the need to keep people informed and to work in partnerships and networks, particularly in the areas of communication, training and development.

Gaining public confidence

- * Set up one Public Appointments Unit in Wales
- * Make the UK Commissioner for Public Appointments responsible for

Independent Assessors in Wales,

- * Define the jobs, based on competencies and the time needed to be effective in the job
 - * Consult with the Equal Opportunities Commission, the Commission for Racial Equality and the Disability Rights Commission on how best to inform individuals and communities about the role and nature of public appointments
 - * Plan, publish and publicize public appointments in advance of a detailed recruitment timetable
 - * Market role models from different backgrounds
 - * Improve accessibility
 - * Include a Public Appointments display at all National Assembly for Wales meetings and functions, across Wales
 - * Monitor, analyse and report, to the Assembly Equal Opportunities Committee, on an annual basis, the results of recruitment campaigns and progress against targets
- Attracting a broader field of applicants
- * Improve the impact of advertisements
 - * Broaden the distribution of adverts
 - * Use alternative media, versions, languages and networks
 - * Devise and distribute information packs, with positive role models
 - * Work with the EOC, CRE and DRC to deliver positive action training in core skills and to build capacity by developing those with transferable skills and experience but who are currently under represented on public bodies

* Commission research/exit interviews into why people give up public appointments

* Encourage self nomination

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Gaining candidates' confidence

* Make it a pre-requisite for all those involved in the recruitment

and selection process to be trained in fair selection and cultural diversity

* Explain the process to candidates and keep them informed of the timetable

* Set a target to reduce the time taken from advertisement to final interview

* Introduce objective testing methods, where appropriate

* Design a generic, competency based application form, in a variety of formats, that complies with equality of opportunity

* Provide objective feedback to candidates, as a matter of right and if applicable, suggest where else they might use their talents for public service

* Monitor and analyse each recruitment campaign, paying particular attention to equality of opportunity and recording whether or not applicants were invited to apply

* Train newly appointed people

Rewarding people fairly

* Carry out job evaluation on the competency based job/person

specifications

* Publicly explain the 'rate for the job'

* Pay Independent Assessors equally for work of equal value

* Monitor multiple job holders for conflict of interest and the time

required to carry out the jobs. Single, as opposed to multiple, jobs should

be the norm.

* Conduct a feasibility study into paying employers/self employed

people a contribution to compensate for time off for public duties,

especially where a replacement has to be employed

Developing active citizenship

* Include active public service in the Personal and Social Education

Curriculum in schools in Wales

* Promote and encourage the right to paid time off for public duties,

particularly amongst Local Authorities, Assembly sponsored public bodies and

the Trade Unions

* Develop a module on public appointments in pre-retirement

courses/job clubs

* Use secondments and partnerships to enrich the work of public bodies

and develop and encourage more and different people to apply for public

appointments.

