

Employing People with Disabilities

Information for Applicants

Introduction

Maldon District Council is committed to the employment and career development of disabled people. To demonstrate our commitment, we have been accredited as a Disability Confident Employer. As a Disability Confident Committed Employer we take various actions in order to successfully employ and retain disabled people and those with health conditions.

Disability – The Legal Definition

The Equality Act 2010 defines a ‘disabled person’ as a person with a ‘physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day-to-day-activities’.

‘Mental impairment’ means a condition which is clinically recognised. Included in the definitions are:

- Impairments which affect the person’s ability to carry out normal day-to-day activities and also affect one of the following:
 - Mobility
 - Manual dexterity
 - Physical co-ordination
 - Ability to lift, carry or otherwise move everyday objects
 - Continence
 - Speech, hearing or eyesight
 - Memory or ability to concentrate, learn or understand
 - Perception of the risk of physical danger
 - Progressive illnesses, such as multiple sclerosis, HIV or cancer where the condition may, in the long term have a substantial effect on the person’s ability to carry out normal day-to-day activities. A progressive illness will be defined as a disability for the purposes of the Act from the time that the condition has some effect on the person’s ability to carry out day-to-day activities, even if the effect is not substantial at that point.
 - Conditions whose symptoms may be controlled through the use of equipment, i.e. hearing impairments, or medication, for example epilepsy or diabetes. The only exception to this rule is the wearing of corrective lenses unless the visual impairment concerned cannot be fully corrected.

Maldon District Council – Safer Recruitment Employing People with Disabilities

Excluded from the definitions are certain conditions that are not regarded as impairments for the purposes of the Equality Act. These are:

- Addiction or dependency on alcohol, nicotine or any other substance (other than where a substance is medically prescribed)
- Seasonal allergic rhinitis (hay fever)
- Tendency to set fires
- Tendency to steal
- Tendency to physical or sexual abuse of others
- Exhibitionism
- Voyeurism
- Deliberate disfigurement through tattoos or body piercing

Disability Confident

As a level 1 Disability Confident Committed Employer, Maldon District Council follows a number of core actions around recruitment, training, retention, consultation and disability awareness. There are five core actions that relate specifically to recruitment. These are:

1. To actively look to attract and recruit disabled people
2. To provide a fully inclusive and accessible recruitment process
3. To offer an interview to disabled people who meet the minimum criteria for the job
4. To have flexibility when assessing people so disabled job applicants have the best opportunity to demonstrate that they can do the job
5. To proactively offer and make reasonable adjustments as required

Maldon District Council therefore works in accordance with these principles as well as offering a Guaranteed Interview Scheme and adjustments to the recruitment process (such as Interview Assistance) as required.

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- **Guaranteed Interview Scheme**

Maldon District Council is therefore committed to the employment and career development of disabled people. To demonstrate this commitment, we guarantee an interview to anyone with a disability whose application meets the selection criteria for the post. This is called the Guaranteed Interview Scheme.

What do we mean by Disability?

To be eligible for the Guaranteed Interview Scheme you must have a disability or long-term health condition which puts you at a significant disadvantage in either obtaining or keeping jobs. The disability could be physical, sensory or mental and must be expected to last for at least twelve months.

How do I apply?

Simply complete the declaration below and send it in with your application. Please ensure that you indicate the post that you are applying for.

If you need any help completing this please contact Human Resources 01621 854477.



Declaration

I consider myself to have a disability as defined above and I would like to apply for the post of _____ under the Guaranteed Interview Scheme

Name: _____
(Please Print)

Signature: _____

Date: _____

Interview assistance

To ensure that we do not create any barriers in our selection process and to help us implement our diversity policy effectively, please let us know if you would like us to provide any particular assistance for your interview, such as:

- Induction loop
- Sign language interpreter type
- Keyboard for written test
- Speech facilitator
- Car parking
- Assistance in and out of a vehicle
- Wheelchair access
- Accessible toilet facilities
- Allowing longer for the interview/assessment centre
- Modified lighting/seating
- Written questions
- Other assistance
- Please specify

If you have any questions about your specific needs at the interview or would like to give us more information, please contact the Resources team, Human Resources on 01621 854477