

Equality Impact Assessment Form

Section One – Screening

Name of strategy/policy/project:

Corporate Health and Safety Policy (and supplementary Health and Safety Policies)

Name and telephone number of officer completing assessment:

Paul Barton
Principal Health and Safety Officer

Ext: 5456

1. What is the main aim or purpose of the strategy/policy/project?

The policy provides details of the Council's organisation and arrangements for health and safety at work, in compliance with the Health & Safety at Work etc. Act 1974 and Regulation 5 of the Management of Health and Safety at Work Regulations 1999.

2. List the main activities or objectives of the strategy/policy/project (for strategies list the main policy areas):

The Policy reflects the organisational structure and emphasises the Council's corporate aim to be an exemplar of health and safety at work.

The Policy provides details on the Council's organisation and arrangements for health and safety at work, as required by law. This includes detailed information for Premises Managers, Elected Members of the Council, Contractors (including agency workers), Volunteers, Contracts Managers and Commissioning Officers.

The Policy gives terms of reference for the Health and Safety Committee and the Safety Representatives Committee

The Policy sets out arrangements for 'Safety Responders'. A Safety Responder is an employee trained to the First Aid at Work qualification or an employee trained as a Fire Warden, or both combined. Where possible, both the 'First Aider' and Fire Warden roles are combined into a single employee 'Safety Responder'. Provision and allocation of First Aiders and Fire Wardens is achieved through an assessment of needs within Council premises and for Council tasks across the city.

		Positive impact – it could benefit	Negative impact – it could disadvantage	Reason
	Other minority ethnic communities not listed above			protection in the form of a hard hat at work.
Disability	Physical		Yes 2	2. Fire warden / Safety Responders must be able to walk around their premises and walk up and down stairs. The role cannot therefore be fulfilled by the non-ambulant.
	Sensory		Yes 3	3. Workplace Reps, Safety Responders and Fire Wardens must have hearing and sight to inspect workplaces and to hear radio correspondence in an emergency. The roles therefore cannot be fulfilled by a deaf or blind person.
	Learning			
	Mental health			
Sexual Orientation	Lesbians, gay men and bisexuals			
Age	Older people (50 +)			
	Younger people (17-25), and children	Yes		4. Specific account must be made for younger people in the workplace under the Health and Safety Management Regulations
Belief	Faith groups	Yes (see 1 above)		Post 2015 see 1 above
Equal opportunities and /or improved relations		Yes		

3. Sensory disabilities (Deaf)

By assessing volunteers on a case by case basis.

You may wish to use the action sheet at the end of Section Two.

7. If there is no evidence that the strategy, policy or project promotes equality, equal opportunities or improved relations – could it be adapted so that it does? How?

Not applicable

8. Do you have data available which monitors the impact of the policy on minority groups? If not, please explain how you intend to continue monitoring the impact of this strategy/policy/project:

No. We can monitor accident trends in relation to minority groups through HR as employees provide their name on the accident form and HR might have their declared ethnicity on file.

There are no areas in which this policy could have a negative impact. Section Two full assessment is not required.

P Barton, Principal Health and Safety Officer. 25th June 2018

Please send an electronic copy of the final completed form to the Policy Unit.

Section Two – Full Assessment

Name of strategy/policy/project:

Date:

Part A

1. Looking back at section one of the EQIA, in what areas are there concerns that the strategy, policy or project could have a negative impact?

Area for concern	Check
Gender	<input type="checkbox"/>
Race	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>
Age	<input type="checkbox"/>
Faith	<input type="checkbox"/>

2. Summarise the likely negative impacts.

3. a) What previous or planned consultation on this topic/policy area/project has taken place/will take place with groups/individuals from equality target groups?

b) If there has already been consultation what does it indicate about negative impact of this strategy/policy/project?

Equality target groups	Summary of consultation carried out or planned
Women	
Transgender people	
Black and minority ethnic communities	
Disabled people	
Lesbians, gay men and bisexuals	
Older people	

Equality target groups	Summary of consultation carried out or planned
Young people/children	
Faith groups	

4. What consultation has taken place or is planned with Council staff – including staff that have, or will have, direct experience of implementing the strategy/policy/working on the project?

5. Check that research /studies/reports concerning the equality target groups and the likely impact have been used to plan the project and guide it or indicate what research you intend to carry out.

Equality target groups	Title/type/details of report/research
Women	
Transgender people	
Black and minority ethnic communities	
Disabled people	
Lesbians, gay men and bisexuals	
Older people	
Young people/children	
Faith groups	

6. If there are gaps in your previous or planned consultation and research, are there any experts/relevant groups that can be contacted to get further views or evidence on the issues?

YES (*Please list them and explain how you will obtain their views*)

NO

Part B

Complete this section when consultation and research has been carried out

7. a) As a result of this assessment and available evidence collected, including consultation, state whether there will need to be any changes made/planned to the strategy/policy/project.

b) As a result of this assessment and available evidence is it important that the Council commissions specific research on this issue or carry out monitoring/ data collection?

(You may wish to put this information directly onto the action sheet at the end of this form)

8. Will the changes planned ensure that negative impact is:
Legal (*not discriminatory under anti-discriminatory legislation*)?

Intended?

Low impact?

9. a) Have you set up a monitoring/evaluation/ review process to check the successful implementation of the strategy/policy/project?

YES NO

b) How will this monitoring/evaluation further assess the impact on the equality target groups/ensure the strategy/policy/project is non-discriminatory?

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10. Equality Impact Assessment Action Plan

Please list below any recommendations for action that you plan to take as a result of this impact assessment.

Issue	Action required (Lead Officer and Timescale)	Resource implications (Comments)