

### Equality Impact Assessment Form

When completing this form you will need to provide evidence that you have considered how the ‘protected characteristics’ may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This form should be completed in conjunction with the guidance document available on the Intranet or by contacting the Corporate Support Team ext. 2607.

1. Persons responsible for this assessment:

Names: Sue Pangbourne, Head of Paid Service	
Date of assessment: 26 November 2014	Telephone: 01594 812501 Email: sue.pangbourne@fdean.gov.uk

2. Name of the policy, service, strategy, procedure or function:

HR Health and Safety Policies Is this a new or existing one? <del>New/Existing</del> (please delete as appropriate) revision of all Health & Safety Policies – some new, some revised
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3. Briefly describe it aims and objectives

Revision and renewal of suite of Health & Safety policies for the Council, undertaken by GO Shared Services.
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4. Are there any external considerations? (e.g. Legislation/government directives)

Yes. Health and Safety legislation. The relevant pieces of legislation are listed at the end of each of the revised policies.
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5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	<input type="checkbox"/>	
Recent research findings including studies of deprivation	<input type="checkbox"/>	
Results of recent consultations and surveys	<input type="checkbox"/>	
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Gloucestershire	<input type="checkbox"/>	
Comparisons between similar functions / policies elsewhere	<input checked="" type="checkbox"/>	Best practice from other councils, especially within the GO shared services partnership
Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	

6. Please specify how intend to gather evidence to fill any gaps identified above:

No gaps identified.

7. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	<input type="checkbox"/>
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input checked="" type="checkbox"/>
Comments: e.g. Who will this specifically impact? The policies are relevant to all staff, elected members, council contractors and partners. However, the impact of the policies themselves is not high.	

8. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			X	Generic risk assessments are carried out when individuals are required to lone work and equality characteristics may be taken into consideration (applies to all characteristics)	
Age – Old People			X		
Disability			X		
Sex – Male			X		
Sex – Female			X		
Race including Gypsy and Travellers			X		
Religion or Belief			X		
Sexual Orientation			X		
Gender Reassignment			X		
Pregnancy and maternity		X		New policy on health and safety of expectant and new mothers has been approved.	No adverse impact.
Geographical impacts on one area			X		
Other Groups			X		

9. Action plan (add additional lines if necessary)

Action(s)	Lead Officer	Resource	Timescale

**Declaration**

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:	Sue Pangbourne	Role:	Head of Paid Service	Date:	26 November 2014
Line Managers signature:				Date:	
Reviewed by Corporate Equality Officer Group:				Date:	

Please forward an electronic copy to the Corporate Support Team – [corporatesupport@fdean.gov.uk](mailto:corporatesupport@fdean.gov.uk).