

Chesterfield Borough Council

Equality Impact Assessment - Preliminary Assessment Form

The preliminary impact assessment is a quick and easy screening process. It should identify those policies, projects, services, functions or strategies which require a full EIA by looking at negative, positive or no impact on any of the equality groups.

Service Area: HR

Section: HR

Lead Officer: Kate Harley

Title of the policy, project, service, function or strategy the preliminary EIA is being produced for: Managing violence and aggression at work policy

Is the policy, project, service, function or strategy:

Existing

Changed Yes

New/Proposed

Q1 - What is the aim of your policy or new service?

The policy is a revised and adapted policy to incorporate the policy and procedure for the staff caution list into the existing policy. The aim of this policy is to ensure we have a safe method of working for all our staff and a robust, data protection compliant procedure for staff to refer incidents of violence and aggression for consideration of inclusion on the staff caution list. The policy also provides guidance for staff, managers and others on the process for dealing with incidents of violence and aggression.

The revised policy should benefit all staff and councillors.

Q2 - Who is the policy or service going to benefit?

Q3 - Thinking about each group below, does, or could the policy, project, service, function or strategy have an impact on protected characteristics below? You may also need to think about sub groups within each characteristic e.g. older women, younger men, disabled women etc.

Please tick the appropriate columns for each group.

Group or Protected Characteristics	Potentially positive impact	Potentially negative impact	No impact
Age – including older people and younger people.			✓
Disabled people – physical, mental and sensory including learning disabled people and people living with HIV/Aids and cancer.			✓
Gender – men, women and transgender.			✓
Marital status including civil partnership.			<input checked="" type="checkbox"/>
Pregnant women and people on maternity/paternity. Also consider breastfeeding mothers.			✓
Sexual Orientation – Heterosexual, Lesbian, gay men and bi-sexual people.			✓
Ethnic Groups			✓
Religions and Beliefs including those with no religion and/or beliefs.			✓
Other groups e.g. those experiencing deprivation and/or health inequalities.			✓

If you have answered that the policy, project, service, function or strategy could potentially have a negative impact on any of the above characteristics then a full EIA will be required.

Q4 - Should a full EIA be completed for this policy, project, service, function or strategy?

Yes
 No

Q5 - Reasons for this decision:

The changes to the policy will not affect any particular grouping of staff as the changes apply to all staff and councillors.

Please e-mail this form to the Policy Service before moving this work forward so that we can confirm that either a full EIA is not needed or offer you further advice and support should a full EIA be necessary.