

Chesterfield Borough Council

Equality Impact Assessment - Full Assessment Form

Service Area: Business Transformation
Section: Health and Safety
Lead Officer: Marc Jasinski

Title of the policy, project, service, function or strategy the preliminary EIA is being produced for: Corporate Health and Safety Policy

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

Existing

Changed

New/Proposed

STEP 1 – MAKE SURE YOU HAVE CLEAR AIMS AND OBJECTIVES

What is the aim of the policy, project, service, function or strategy?

The Policy has been prepared to ensure that the Council meets its Legal duty to protect the health, safety and welfare of all its employees and the health and safety of any other person who may be affected by its undertakings.

Who is the policy, project, service, function or strategy going to benefit and how?

The Policy benefits all employees of Chesterfield Borough Council and those using the services we provide.

What outcomes do you want to achieve?

That all Chesterfield Borough Council employees are able to work in a safe environment with risks managed to avoid health and safety hazards.

That all people who use or come into contact with Chesterfield Borough Council services and facilities are able to access these services safely and are not exposed to health and safety hazards.

Q3 - Thinking about each group below, does, or could the policy, project, service, function or strategy have an impact on members of the equality groups below?

Risks to health and safety are mitigated as far as possible however there are sometimes circumstances which are unknown or cannot be fully mitigated e.g. protective gloves may not always prevent stick injuries etc.

STEP 2 – COLLECTING YOUR INFORMATION

What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

- Issues raised at employee briefing sessions.
- Records from the accident reporting system.
- Issues raised via line managers, EPD’s, employee surveys, employee focus groups, section meetings etc.
- Issues raised during conversations with line managers and/or the Policy Section regarding disability or long-term health conditions reasonable adjustments.
- Health and safety risk assessments.

STEP 3 – FURTHER ENGAGEMENT ACTIVITIES

Please list any additional engagement activities undertaken to complete this EIA e.g. met with the Equalities Advisory Group, local BME groups, Employee representatives etc. Could you also please summarise the main findings.

Date	Engagement Activity	Main findings
		No further engagement undertaken.

STEP 4 – WHAT’S THE IMPACT?

Is there an impact (positive or negative) on some groups/people with protected characteristics in the community? (think about race, disability, age, gender, religion or belief, sexual orientation and other socially excluded communities or groups). You may also need to think about sub groups within each equalities group or protected characteristics e.g. older women, younger men, disabled women etc.

Please describe the potential impacts both positive and negative and any action we are able to take to reduce negative impacts or enhance the positive impacts.

Group or Protected Characteristic	Positive impacts	Negative impacts	Action
Age – including older people and younger people.	The policy includes sections on risk assessments Age is considered as part of this process.	N/A	All services to ensure appropriate risk assessments are undertaken.
Disabled people – physical, mental and sensory including learning disabled people and people living with HIV/Aids and cancer.	Specific arrangements within the policy have been developed to protect disabled people; this includes the emergency evacuation procedures and reasonable	N/A	All services to ensure appropriate risk assessments are undertaken. All services to ensure appropriate reasonable adjustments and

	adjustments. The policy includes sections on risk assessments Disability is considered as part of this process.		emergency evacuation procedures are managed and maintained for all employees with specific needs.
Gender – men, women and transgender.	The policy includes sections on risk assessments Gender is considered as part of this process.	N/A	All services to ensure appropriate risk assessments are undertaken.
Marital status including civil partnership.	N/A	N/A	N/A
Pregnant women and people on maternity/paternity. Also consider breastfeeding mothers.	Risk assessments are undertaken for all expectant mothers and reasonable adjustments made as appropriate.	N/A	All services to ensure appropriate risk assessments are undertaken.
Sexual Orientation – Heterosexual, Lesbian, gay men and bi-sexual people.	The policy includes sections on risk assessments sexual orientation is considered as part of this process.	N/A	The policy includes sections on risk assessments Gender is considered as part of this process.
Ethnic Groups	The policy includes sections on risk assessments ethnicity is considered as part of this process.	N/A	The policy includes sections on risk assessments. Ethnicity is considered as part of this process.
Religions and Beliefs including those with no religion and/or beliefs.	The policy includes sections on risk assessments Religion is considered as part of this process.	N/A	In some cases, exemptions have to be made in certain regulations in respect of religious beliefs (e.g. Sikhs are exempt from wearing head protection on construction sites only when wearing a turban). These issues should be discussed with the Health and Safety Advisor.

From the information gathered above does the policy, project, service, function or strategy directly or indirectly discriminate against any particular group or protected characteristic?

Yes
No

If yes what action can be taken to stop the discrimination?

STEP 5 – RECOMMENDATIONS AND DECISION MAKING

How has the EIA helped to shape the policy, project, service, function or strategy or affected the recommendation or decision?

The EIA has helped to shape various parts of the Policy, particularly relating to emergency procedures for disabled people. The consultation with employees and managers through this process has helped to ensure that appropriate steps are being taken to ensure the health and safety of all employees.

How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

The policy is revised every two years to ensure continuous improvement and to ensure it remains up to date with current legislation. The review will include further consultation with employees, managers and employee representatives.

STEP 6 – KNOWLEDGE MANAGEMENT AND PUBLICATION

Please note the draft EIA should be reviewed by the appropriate Service Manager and the Policy Service before WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Service Manager

Name: Karen Brown

Date: 24.08.15

Reviewed by Policy Service

Name: Donna Reddish

Date: 24.08.15

Final version of the EIA sent to the Policy Service

Decision information sent to the Policy Service