

INITIAL EQUALITY IMPACT ASSESSMENT (EIA) FORM

Name of policy / process / service / other	First Aid Policy	Date applicable	May 2021
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Responsible Staff Member: Gilly Ede, Health and Safety Advisor
 EIA Assessor/s: Gilly Ede, Richard Evans
 Directorate: Estates and Facilities

1. FIELD / SUBJECT

Function **Policy** Procedure / practice Service Strategy Document (if joint, state with whom)

Describe the main aim, objectives and intended outcomes of the above:

To comply with legislation and give guidance on safe working practices to the use and production of hazardous substances.

An initial screening should be undertaken first. This helps to identify whether there is a possibility that people might have different experiences of the function/ policy / process/ strategy compared to others.

This initial EIA simply assesses whether different groups of people who use a service are affected by the intended function / policy/ practice / strategy more, less or in a different way than other groups of people. A differential impact occurs when a particular group has been affected differently by this in either a positive or negative/adverse way.

An assessment of whether there is a differential impact will be based on two factors – quantitative monitoring data and qualitative information, including the expert opinion from the EIA assessor who is normally the manager responsible for the delivery as well as someone with a different perspective. This would ideally be one or more service users or someone related to the service. There will be times when involving someone for their technical expertise or someone with specialist knowledge will be appropriate and EIA assessors should consider this. You must assess **each** of the 9 areas separately and consider how your document in section 1 may affect people's human rights.

2. ASSESSMENT OF POSSIBLE ADVERSE IMPACT AGAINST ANY MINORITY GROUP

	Could the policy / service / function / other in section 1 have a significant negative impact on equality in relation to each area below?	Response		No
		Yes	No	
1	Age			No
2	Sex (Male and Female)			No
3	Disability (Learning Difficulties / Physical or Sensory Disability)			No
4	Race or Ethnicity			No
5	Religion and Belief			No
6	Sexual Orientation (gay, lesbian or heterosexual)			No
7	Pregnancy and Maternity			No
8	Gender Reassignment (the process of transitioning from one gender to another)			No
9	Marriage and Civil Partnership			No

You need to ask yourself:

- Will the policy / practice / service create any **problems** or **barriers** to any community or group? **No**
- Will any group be **excluded** because of this? **No**
- Will there be a negative impact on **community relations**? **No**

If the answer to any of these questions is **YES**, you must complete a **FULL** Equality Impact Assessment. Contact the Corporate Governance Administrator and refer to the EIA Policy on the intranet.

4. SUMMARY

On the basis of the information/evidence/consideration so far, do you believe that the policy / practice / service / other will have a positive or negative adverse impact on equality?

POSITIVE			NEGATIVE				
High	Medium	Low		Nil	Low	Medium	High

3. POSITIVE IMPACT

Could the policy / practice / service / other have a significant positive impact on equality by reducing inequalities that already exist? Explain how will it meet our duty to:		Response		If YES , please state why and the evidence used in your assessment
		Yes	No	
1	Promote equal opportunities			No
2	Get rid of discrimination			No
3	Get rid of harassment			No
4	Promote good community relations			No
5	Promote positive attitudes towards disabled people			No
6	Encourage participation by disabled people			No
7	Consider more favourable treatment of disabled people			No
8	Promote and protect human rights			No

Date Assessment completed: May 2021	Is a <u>full</u> Equality Impact Assessment required? NO
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COMPLETED BY

Name	Gilly Ede		
Job Title	Health and Safety Advisor		
Date	May 2021	Contact number/s	
Head of Service	Richard Evans, Facilities Manager		

THIS EIA HAS BEEN APPROVED BY THE MANAGER / HEAD OF SERVICE

Name	Richard Evans, Facilities Manager		
Job Title	Richard Evans, Facilities Manager		
Date	May 2021	Contact number/s	