

Appendix 1a

Initial Service Equality Impact Assessment

Stage One

This document is designed to identify if the service in question is discriminatory against any particular social group.

Name of service	Health and Safety Service
Manager completing Assessment	Sue Newton
Date of EIA	10th March 2009

Part 1

About the service, strategy, policy, procedure or working practice

1. What are the main functions of your service?

The health and safety service provides health and safety advice and support to managers, audits health and safety systems, develops policies and procedures, monitors health and safety statistics and performance and assists with wellbeing initiatives.

Overall, it is the aim of the service to safeguard the health and safety of our employees, tenants, contractors, visitors and anyone who may be affected by our activities, so far as is reasonably practicable.

2. What are the aims, objectives and purpose of the service?

- Reduced accidents
- Reduced incidents of health ill-health
- Reduced exposure to asbestos or other hazardous substances
- Improved well-being and motivation
- Safe and efficient working practices
- Safe and efficient partner organisations and sub contractors

3. Does the service work alongside and have full consideration to Six Town Housings commitments to Equality and Diversity as detailed in the Equality Strategy 2008-2011? (section 1 pages 4-8)

Yes.

4. Who will be the main beneficiaries of the service?

- Staff
- Unions
- Tenants
- Partner Organisations
- External Enforcement Organisations

5. Has consultation occurred in terms of making the above assessment?

Yes – the HR team were sent a copy of the assessment prior to release.

Please complete the following table.

Where appropriate please comment on the following situations if or how they apply to the particular social groups outlined.

a) The service could have a **positive impact** on any of the social groups listed. Or promotes equality and improves relations within a particular social group or across a number of them.

b) The service could have a **negative impact** on any of the social groups listed. By this we mean discriminatory towards them.

Please note: if the negative impact is high then a Full Equality Impact Assessment should be carried out.

Equality strand	Any Impact?	Positive Impact? High / Low	Negative Impact? High / Low	Justifiable? i.e. Positive Action	Evidence	Reason/Comments
RACE & RELIGION						
Any Particular Race or Ethnic Minority	None					The service applies equally to all races and ethnic minorities
Any Particular Religion or belief	None					The service applies equally to all people regardless of religion or belief.
New and Emerging groups (travellers and Eastern European communities)	Yes		Low	Yes		The service can be made available in differing languages or by verbal instruction through an interpretation service.
DISABILITY						
People with disabilities	Yes	Low	Low	Yes		The service can be made available by verbal instruction. All policies and procedures will be drafted with an equality impact assessment.
GENDER (Inc. Transgender)						
Women	No					The service applies equally to both men and women.

Equality strand	Any Impact?	Positive Impact? High / Low	Negative Impact? High / Low	Justifiable? i.e. Positive Action	Evidence	Reason/Comments
Men	No					The service applies equally to both men and woment
AGE						
Younger People (16-25)	Yes	Low				Younger people may take more risks/not understand the risks and therefore the service will provide clear guidance and sets out appropriate supervision
Older People (50+)	Yes	Low				The service will work with HR to discuss safe working patterns for staff who may be experiencing difficulties in carrying out their roles.
SEXUAL OREINTATION						
Gay men Lesbian Bisexual	No					The service applies equally to people regardless of their sexual orientation
OTHER						
People with caring	No					The service applies equally to people regardless of their caring

Equality strand	Any Impact?	Positive Impact? High / Low	Negative Impact? High / Low	Justifiable? i.e. Positive Action	Evidence	Reason/Comments
responsibilities						responsibilities.
Other						

Following the above assessment of the service as a whole; please list the relevant policies, procedures, strategies and working practices within the service and give them a rating of either high impact (either positive or negative) or low impact (either positive or negative) across the seven strands of diversity.

HP = High Positive LP = Low Positive. HN = High Negative, LN = Low Negative.

Policy, Procedure, strategy or working practice ↓	Race or Ethnic Minority	Religion and Belief	New and Emerging Groups	People with disabilities	Men	Women	Younger people	Older people	Gay men, lesbian, bi-sexual	People with caring responsibilities
Health and Safety Policy	LN		HP	HP LN			HP			
Fire Policy	LN		HP	HP LN			HP			
Asbestos Policy	Done this assessment									
Stress Policy	LN		LN	HP			HP			
Health and Safety Manual	LN		HP LN	HP			HP			

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6. Please give a general overview of how the service has a positive impact on the social groups identified.

7. Please give a general overview of how the service has a negative impact on the social groups identified.

8. If negative impact was found, is the impact intended i.e. through positive action?

9. Or was it unintended? (N.B If Negative Impact is high a full assessment must be undertaken.)

10. If low impact was found, please summarise the actions that can be taken to minimise this impact? (N.B These actions can be documented in the Equality Impact Assessment Improvement Plan)

11. What changes can be made to the service or working practices within it in order to promote equality rather than just limit negative impact? (N.B These actions can be documented in the Equality Impact Assessment Improvement Plan)

12. Please give a brief description of how the service and the working practices within it will be reviewed and therefore amended?

Is a Full Impact Assessment necessary?
(i.e. has there been a high negative impact?)

YES / NO

If yes, please ensure that any actions from this initial Equality Impact Assessment are included in the Full Equality Impact Assessment Report. (Appendix 3).

Date Completed:

Signed by Manager undertaking the Assessment:

Approved by EMT Member:

Approved by Equality Action Group: