

Equality Impact Assessment of Occupational Health and Safety at Work Policy

21 March 2011

Section 1: Ownership and background

- 1.1 **Title** Occupational Health and Safety at Work Policy
- 1.2 **Start date** 2 September 2010
- 1.3 **Publication date:** 21 March 2011
- 1.4 **Owner** Scott Girdwood, Health and Safety Advisor
- 1.5 **Directorate/unit/committee/group:** Planning and Resource Management
- 1.6 **Related Programme of work:** None
- 1.7 **Type of work being assessed:** Policy

Section 2: Involvement and impact

- 2.1 **Aims of the policy :** To set out the key mechanisms, structures and processes to ensure NHS QIS and its employees meet the requirements of the Health and Safety at Work Act 1974 and related Health and Safety legislation.
- 2.2 **Stakeholders:** NHS QIS employees, visitors and contractors to NHS QIS premises.
- 2.3 **Evidence of potential impact (from existing NHS QIS documentation, research, consultation or literature search):**

Existing documentation identifies potential impact to minority groups such as females, pregnant staff, some ethnic groups and people with disabilities from failings in health and safety practices. Documentation includes:

[1] Many Employers failing to act on women's health and safety, Workplace report 2004. This report discusses issues affecting women in the workplace and how office environments are considered less risky than other work environments and the affects of stress and bullying and harassment.

[2] Allen B. A woman's work. Health and Safety at Work. 2009:16-18. Considers the effects of gender on work related incidents and gender equality.

[3] Maternity: risk assessments and sex discrimination, IDS Brief. 1999. Confirms that employers should conduct risk assessments for females of child bearing age.

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[4] Weiclaw J, Esben A, Mortensen PB, Burr H, Tuschen F. Work related violence and threats and the risk of depression and stress disorders . Journal of Epidemiology and Community Health, vol 60, no 9, Sep 2006, p 771-775.

[5] Guidance note: maternity rights 3: health and safety. Industrial relations Law bulletin. 1994.

[6] Making race and gender safety issues. Labour Research. 2005:94(3);16-18. This document looks at the relationship between ethnicity and incidence of workplace bullying.

[7] Minority report, Occupational health and safety, 1993. This report looks at socio-economic factors and not ethnicity which puts people at risk

[8] Abbott D. Running the risk (risk assessment for disabled employees). Health and safety at work. 2005:27(4);16-18. This report urges H&S managers to understand issues relating to disabled employees in the workplace

[9] Hurstfield J. The extent of use of health and safety requirements as a false excuse for not employing sick or disabled persons. 2003.

This policy will ensure the health and safety of those minority groups and make sure they are not discriminated against or work within an unsafe workplace hence ultimately provide a positive impact towards these groups. Industry guidelines and approved codes of practice are followed and expertise is available from a health and safety advisor who has experience in the emergency evacuation of disabled persons from buildings. The policy ensures Personal Emergency Evacuation Procedures are in place for disabled staff and visitors. Where reasonable adjustments cannot be made such as evacuation of numerous wheel chairs users from NHS QIS premises, suitable alternative premises for meetings and working groups will be sought.

2.4 Areas where evidence is unavailable or unclear:

None

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Section 3: Checklist

3.1

We have checked the following protected characteristics, as a legal obligation:	Positive Impact identified	Negative impact identified	Additional information
Age	no	no	
Disability	yes	no	The Occupational Health and Safety Policy ensures that the requirements of those with disabilities are considered and that risk assessments are undertaken and reasonable adjustments implemented to ensure there is no additional risks or discrimination to those with disabilities within the workplace.
Gender	yes	no	The policy ensures that there is a positive impact on female staff who are new or expectant mothers (see below).
Gender Reassignment	no	no	
Pregnancy or Maternity	yes	no	New or expectant mothers are required to complete risk assessments in consultation with their line managers during each of their trimesters. There is a positive impact on new and expectant mothers as any risks due to pregnancy or breast feeding must be controlled and/or alternative systems of work implemented.
Race	no	no	
Religion or Belief	no	no	
Sexual Orientation	no	no	
In accordance with NHS QIS policy we have also checked the following characteristics:			
Criminal Justice	no	no	
Homelessness	no	no	
Language or social origin	no	no	
Marriage or Civil Partnership	no	no	

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Mental Health	yes	no	This policy and the sub policy stress in the workplace provide a positive impact of employees who may suffer from mental health conditions. The policy places a responsibility on line managers and the organisation to identify and control tasks, systems or the environment which may cause employees to suffer from mental health problems.
Poverty	no	no	

3.2 This policy promotes or improves equality by It is an all encompassing document that promotes and improves equality by ensuring all groups are represented and that those groups with specific needs are firstly identified and thereafter assisted in the workplace to ensure they have access to the same resources as others and work in a safe and secure environment which addresses their health, safety and well being needs.

3.3 A full Equality Impact Assessment is required. This has been agreed because this is the over-arching document for all other health and safety related policies and procedures.

3.4 Assessors: Scott Girdwood and Jeniffer Kibagendi
Date of assessment: 24/11/2010

3.5 Quality Assurance (E&D Officer): Jeniffer Kibagendi
Date of Quality Assurance: 14/12/2010

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Section 4: Equality Impact Assessment

- 4.1 People and groups involved in this Assessment:** Health and Safety Advisor, Public Involvement Unit, Partnership Forum, Partnership Form Policy Sub Group.
- 4.2 Equality groups potentially positively impacted by this policy:** Employees, visitors and contractors.
- 4.3 Equality groups potentially negatively impacted by this policy:** None.
- 4.4 Agreed actions to be taken:** Complete a research of health and safety related documentation via knowledge services to identify any groups which may be impacted upon by this policy. (Completed November 2010) Ensure safe systems of work including evacuation procedures (Personal Emergency Evacuation Plans) and equipment are available to disabled persons.
- 4.5 Recommendation:** Implement the policy.

Section 5: Monitoring and review

- 5.1 Summary of actions taken (as agreed in 4.3):**
None.
- 5.2 Actions that cannot be completed and will be revisited at review:**
None.
- 5.3 Review date for this Equality Impact Assessment:** The Equality Impact Assessment will be reviewed whenever the Policy will be reviewed to reflect any new policy issues that have been considered. At the moment, the review date of the policy has not been determined.

Section 6: Equality Impact Assessment sign-off

- 6.1 Assessors:** Scott Girdwood
- Date of assessment:** 24/11/10
- 6.2 Quality Assurance (E&D Officer):** Jeniffer Kibagendi
- Date of Quality Assurance:** 14/12/2010

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