

Equality Impact Assessments

Equalities Impact Assessment Proforma

Stage 2 – FULL IMPACT ASSESSMENT

A full EIA will be needed if the initial assessment has identified the potential for negative impact, on the basis of race, sex, disability, age, sexual orientation or religion.

The attached Proforma will need to be completed for each process. It is suggested that the assessment should be carried out by one or two people and that at least one should be the Project Manager, and if possible one from the Department or Unit, to give any expert advice on the operations of the department. Consideration needs to be given to which groups/individuals will be consulted during this process.

Policy/Strategy/Project- Aims and Objectives

1. What is the name of the policy/strategy/project?

Home/Remote Working Policy, CLDT

2. Briefly describe the aim and purpose of the policy/strategy/project? How does it differ from any existing policies/strategies or projects and who is it intended to benefit?

The policy defines the terms under which social care staff may be able to undertake office work in a setting other than the CLDT offices (e.g. working from home).

3. Who are the main stakeholders of the policy/strategy/project or proposed process?

Staff within the CLDT.

Service users and their carers

Other relevant professionals (internal and external to the CLDT)

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4. Have you consulted externally as part of your assessment? Who have you consulted? What methods did you use? And what have you done with the results i.e. how do you intent to use the information gathered as part of the consultation?

Provided information to Voluntary Organisations including Bromley Mencap, Bromley Autistic Trust and Bromley and Bexley Advocacy Service.

5. Is there any evidence to suggest that this could have an adverse impact on some groups? If so, please specify the nature and reasons for this adverse impact?

People with learning disabilities and their carers could potentially have greater difficulties in accessing their allocated care manager if the worker is spending less time in the office due to remote working.

6. Is there any evidence or reason to believe that some groups could be differently affected by this policy/strategy or project (e.g. lower rate of participation, directly excluded or discouraged)?

As defined above, access to allocated workers could be reduced.

7. Is there a public concern (in the media etc) that this function or policy is being operated in a discriminatory manner?

No

8. Is the policy/strategy/project directly or indirectly discriminatory?

No

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9. If in your judgment, the proposed policy/strategy/project does have an adverse impact, could that impact be justified? You need to think whether the proposed change will have a positive or negative effect on the promotion of equality of opportunity, if it will help eliminate discrimination in any way, or encourage or hinder community relations.

The policy actually supports flexible working in a manner that is beneficial to working parents and can therefore be linked to improved access to work for women.

Risks associated with access for service users and their carers are mitigated through the operation of voicemail, the team duty system and the requirement for workers to be contactable to other staff including managers in the team. Therefore, in the event of a service user urgently requiring contact with their allocated worker, the worker concerned can be contacted and alerted.

10. What amendments could be made to the policy/strategy/project to eliminate discrimination, if any has been identified.

Define the need to use voicemail (amendment made).

11. If you have identified an adverse effect which cannot be justified or illegal discrimination what action will be taken to rectify the situation?

No

12. What arrangements have been/will be made for publishing the results of this EIA?

To be published on OneBromley.

13. Can you please outline what arrangements you have made to monitor the impact of this policy/strategy/project in the future.

Policy to be reviewed as part of the Team's rolling programme of policy reviews. Policy due to be reviewed in Feb. 09.

Update February 2009:

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Discussion/consultation with Care Managers across A&S, Transition and SLI and comments invited by email. No negative comments received and team agreed to continue with current policy unchanged.

Policy to be reviewed again in 18 months or sooner if any concerns are raised within the team or at a senior management level.

Signed by the Manager undertaking the assessment: _____

Full name (in capitals please): PETER DAVIS

Dated: _____ Position in Council: **Joint Team Manager**

When you have completed this form, please take a copy and send it to the responsible Assistant Director so that they can report corporately on what service areas are doing.