

Equality Impact and Needs Assessment Form

Section One – Screening

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|---|
| Name of strategy, policy or project: |
| DCC Health & Safety Policy on Fire Safety Prevention and Precautions |
| Directorate and service area: |
| Personnel and Performance Employee Relations (H&S) (Corporate Policy) |
| Name and contact details of officer completing assessment: |
| Greer Bailey Room 241 County Hall, Exeter. 01392 383020 |
| 1. What is the main purpose of the strategy/policy/project (or the changes you want to make to it)? To ensure compliance with DCC Health & Safety Policy. To meet the requirements of specific fire legislation. To protect people from workplace fires. |
| 2. What are the main activities of the strategy/policy/project? To identify responsibilities for all the above. To offer guidance for fire risk assessment processes, fire prevention, emergency evacuation procedures and fire drills, and management plans to minimise risk. |
| 3. Who is intended to benefit from the strategy/policy/project, and how? Employees, service users, contractors and visitors to DCC premises. |
| 4. Is the strategy/policy/project consistent with the Council's equality policies? Yes: Para 3.4; Para 4.3 |
| 5. Is responsibility for the strategy/policy/project shared with another department, authority or organisation? If so, what responsibility and which bodies? No. |

6. What impact is the strategy/policy/project likely to have on different sections of the community? You may wish to use the table below as a prompt.

| | Positive impact – it could benefit ✓ (check box) | Negative impact – it could disadvantage ✓ (check box) | Reason | Are there additional factors that could contribute to the experience of isolation¹? If so, what are they? | Evidence |
|--|--|---|---------------|---|-----------------|
| Gender | | | | | |
| • Women | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Men | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Ethnic Group | | | | | |
| • Asian or Asian British people | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Black or Black British people | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Chinese people | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Gypsy or Roma People | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Irish People | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • People of Mixed Heritage | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • White People | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • People of other ethnic backgrounds | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Asylum Seekers and Refugees | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| People with physical, sensory or learning disabilities | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Deaf People who use British Sign Language | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| People with mental | <input type="checkbox"/> | <input type="checkbox"/> | | | |

¹ Refer to section 3 of the EINA guidance.

| | Positive impact – it could benefit ✓ (check box) | Negative impact – it could disadvantage ✓ (check box) | Reason | Are there additional factors that could contribute to the experience of isolation¹? If so, what are they? | Evidence |
|---|--|---|---------------|---|-----------------|
| health issues | | | | | |
| Lesbians, gay men and bisexual people | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Trans people | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Age | | | | | |
| • Older people (60 +) | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| • Younger people (17-25) and children | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| People of different faith groups or beliefs including non-believers | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Travellers | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Other (please specify) | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Other (please specify) | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Notes:

- Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs and Hindus. Consider faith categories individually and collectively when assessing positive and negative impacts.
- The categories relating to ethnicity include those used in the 2001 census. Consideration should be given to the needs of specific communities within the broad categories such as Bangladeshi people and to the needs of other communities such as Turkish/Turkish Cypriot, Greek/Greek Cypriot and Polish that do not appear as separate categories in the census.
- An adverse impact does not necessarily require action to be taken. Actions must remain in proportion with the benefits that could be achieved and resources available to complete them. If adverse impacts are identified and actions for improvement are not proportionate, the reasons for not taking action should be detailed and open to challenge.

| | | |
|--|----------------------------------|---------------------------------|
| 7. If you have indicated there is a negative impact on any group, is that impact: | | |
| Legal? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| <i>(i.e. it is not discriminatory under anti-discriminatory legislation – refer to the Council's website or your Directorate Equality Representative if guidance is needed)</i> | | |
| Intended? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Level of impact | HIGH <input type="checkbox"/> | LOW <input type="checkbox"/> |
| If the negative impact is possibly discriminatory and not intended and/or of high impact you must complete section two of this form. If not, complete the rest of section one below and consider if completing section two would be helpful in making a thorough assessment. | | |
| 8. a) Could you minimise or remove any negative impact that is of low significance? Explain how: | | |
| b) Could you improve the strategy, project or policy's positive impact? Explain how: Ensure effective communication of the policy and associated guidance to all managers. Review and enhance DCC policy: Evacuation of People with Disabilities, to encompass fire prevention measures and guidance. <i>You may wish to use the action sheet at the end of Section Two.</i> | | |
| 9. If there is no evidence that the strategy, policy or project promotes equality, equal opportunities or improved relations – could it be adapted so that it does? How? | | |

Please sign and date this form. Keep one copy, send a copy to your Directorate Equality Representative and publish the results on the Council's website.

Signed: Greer Bailey

Dated: 7th March 2005