

EQUALITY IMPACT ASSESSMENT

Name of the service, policy or function being assessed: Smoke-free working environment

Directorate: Business Services

Date Impact Assessment completed: 06/03/07

Is this a policy or function? Policy Function

Is this a new or exiting policy or function? New Existing

Names and roles of the people carrying out the Impact Assessment:

(Explain why the members of the impact assessment team were selected i.e. the knowledge and experience they bring to the process also identify lead contact).

1. Terry Hall
2. Mark Midgley
3. Bekki Ford
- 4.
- 5.

Service Head:	Catherine Wilson
Signature:	
Date:	

Once you have filled in this document please send a copy to the Faith Equality and Diversity Team

SECTION 1

AIMS AND IMPLEMENTATION OF THE POLICY

Identifying the aims of the policy¹

What is the policy? A smoke-free work environment

What is the aim, objective, or purpose of the policy? To provide a smoke-free working environment for Blackpool Council's employees, clients and visitors.

Rationale behind the policy and its delivery

(Please state the underlying policy objectives that underpin this service and what they are trying to achieve).

Are there associated objectives of the policy? If so, what are they?

To comply with forthcoming regulatory change.

What outcomes do we want to achieve from this policy?

A smoke –free working environment

What factors could contribute/detract from the outcomes?

Communication and management

Who is affected by the policy? Who is intended to benefit from it and how?

Who are the main stakeholders in relation to this policy?

All employees, visitors, clients and contractors

What outcomes would other stakeholder want from this policy?

A smoke-free work environment and legislative compliance

Are there any groups, which might be expected to benefit from the intended outcomes but which do not?

No

Promotion of good relations between different communities

(How does the policy or function contribute to better Community Cohesion?)

How do you promote good relations between different communities you serve based on mutual understanding and respect?

NA

What opportunities are there for positive cross-cultural contact between these communities to take place e.g. between younger and older people, or between people of different religious faiths?

NA

¹ Please note the term 'Policy' is used for simplicity. The broad term can also refer to a function or a service.

(Specifically identify the relevance of the aims of the policy to the quality target groups and the Council's duty to eliminate unlawful racial discrimination, promote quality of opportunity and good relations between people of different racial groups).

Policy Priorities:

(How does the policy fit in with the council's wider aims? Include Corporate and Local Strategic Partnership Priorities)

These internal arrangements reflect forthcoming legal changes, promote staff well-being and support the PCT's aims to reduce smoking.

How does the policy relate to other policies and practices within the council?

This is a legal requirement as from 1st July 2007

What factors/forces could contribute/detract from the outcomes?

Communication and management

How do these outcomes meet or hinder other policies, values or objectives of the council?

NA

How the policy is implemented

(How is, or will, the policy be put into practice and who is, or will be, responsible for it?)

Who defines or defined the policy?

Occupational Health and Safety in consultation with PCT

Who implements the policy?

Occupational Health and Safety via Line Management

How does the council interface with other bodies in relation to the implementation of this policy?

PCT to ensure standards are equal to those expected to be met by external organisations.

EAP to provide support to staff

NHS stop smoking service to provide support to staff

Is the service provided solely by the Department or in conjunction with another department, agency or contractor?

NA

If external parties are involved then what are the measures in place to ensure that they comply with the Council's Equal Opportunities policy?

PCT, NHS & EAP all have equality policies.

SECTION 2 CONSIDERATION OF DATA AND RESEARCH

List all examples of quantitative and qualitative data available that will enable the impact assessment to be undertaken (include information where appropriate from other directorates, Census 2001 etc.)

NA

Equalities profile of users or beneficiaries

(Use the Council's approved diversity monitoring categories¹ and provide data by target group of users or beneficiaries to determine whether the service user profile reflects the local population or relevant target group or if there is over or under representation of these groups)

NA

EQUALITIES PROFILE OF STAFF

(Indicate profile by target groups and assess relevance to policy aims and objectives e.g. Workforce to Reflect the Community. Identify staff responsible for delivering the service including where they are not directly employed by the council).

NA

Evidence of Complaints against the service on grounds of discrimination

(Is there any evidence of complaints either from customers or staff (Grievance) as to the delivery of the service, or its operation, on the equality target groups?)

Some feedback from staff that smoke that the arrangements do not consider the needs of smokers.

¹ Diversity monitoring categories are available from the Human Resources team 01253 477069

Barriers

(What are the potential or known barriers to participation for the different equality target groups?)

NA

Recent consultation exercises carried out

(Detail consultation with relevant interest groups, other public bodies, voluntary organisations, community groups, trade unions, focus groups and other groups, surveys and questionnaires undertaken etc. Focus in particular on the findings of views expressed by the equality target groups)

NA

Identify areas where more information may be needed and the action taken to obtain this data.

(You will need to consider data that is monitored but not reported, data that could be monitored but is not currently collected and data that is not currently monitored and would be impossibly/extremely difficult to collect).

Gaps in information:

NA

Action needed:

(Include short-term measures to be taken to provide a baseline where no or little information is available)

NA

SECTION 3

ASSESSMENT OF IMPACT

RACE – TESTING OF DISPROPORTIONATE OR ADVERSE IMPACT

Identify the effect of the policy on different **race** groups from information available above.

NA

How is the race target group reflected in the take up of the service?

From the evidence above does the policy affect, or have the potential to affect, racial groups differently and if so do any of the differences amount to adverse impact or unlawful discrimination?

If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity for one racial group or for another legitimate reason?

Could the policy discriminate, directly or indirectly and if so is it justifiable under legislation?

(Include information on adverse impact between different racial groups)

Gender – testing of disproportionate or adverse impact

Identify the effect of the policy on **gender** groups from information available above.

NA

How are the gender groups reflected in the take up of the service?