



East of England Ambulance Service
NHS Trust



Equality Analysis (template) of EEAST Business Continuity Policy

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Authorised by	Jon Moore
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Document control

Version history

Version	Status*	Author	Reason for issue	Date
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1.0	Authorised	Ian Crowson	Document signed off.	08/06/2016

* E.g. Draft, Authorised

Distribution list

Copy	Name	Position/Organisation	Method of issue
1.	Jon Moore	Gold Commander	Electronic
2.	Gail Butler	Plan Writer	Electronic
3.	Ian Crowson	Auditor / Business Continuity Manager	Electronic

- Notes**
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 4. Documents are reviewed & signed-off as a minimum every 2 years or due to significant business change

Equality analysis template

Prepared by the Equality & Diversity Lead November 2012

[Adapted from DH template] Please complete the template by following the instructions in each box. Should you have any queries or suggestions on this template, please contact the Equality & Diversity Lead on 01234 243134 or equality@eastamb.nhs.uk

Introduction

The purpose of undertaking the equality analysis is to ensure that the Trust is effectively compliant with the Equality Act 2010 in that the Trust is required to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.

- Foster good relations between people who share a protected characteristic and those who do not.

Equality analysis

Title: Equality Analysis for Business Continuity Policy

What are the intended outcomes of this work? *Include outline of objectives and function aims*
 The EEAST Business Continuity Process provides the framework to ensure that the Business Continuity Management System of EEAST aligns to ISO 22301:2012 Societal security – Business continuity management systems - Requirements

Who will be affected? *e.g. staff, patients, service users, general population etc*
 Mainly Managers (band 7 and above) but there will be an indirectly impact upon all staff

Evidence *The Government's commitment to transparency requires public bodies to be open about the information on which they base their decisions and the results.*¹

What evidence have you considered? *List the main sources of data, research and other sources of evidence (including full references) reviewed to determine impact on each equality group (protected characteristic). This can include national research, surveys, reports, research interviews, focus groups, pilot activity evaluations etc. If there are gaps in evidence, state what you will do to close them in the Action Plan on the last page of this template.*

The process meets the requirements of ISO 22301:2012 in relation to Business Continuity Management Systems. It contains no protected data and is publically available. Primarily it relates to the implementation processes required to comply with the Trust Business Continuity Process.

Disability *Consider and detail (including the source of any evidence) on attitudinal, physical and social barriers this may include safeguarding adults*²

The process can be made available in different formats if required

Gender *Consider and detail (including the source of any evidence) on men and women*

No evidence found to highlight any differences/allowances required

Race *Consider and detail (including the source of any evidence) on difference ethnic groups, nationalities, including travellers and language barriers.*

The process can be made available in different formats if required

Age *Consider and detail (including the source of any evidence) across age ranges on old and younger people. This can*

¹ [EEAS Being Open Policy](#)

² [EEAS Safeguarding Vulnerable Adults Policy](#)

include safeguarding³, consent and child welfare.

The process can be made available in different formats if required

Gender reassignment (including transgender) Consider and detail (including the source of any evidence) on transgender and transsexual people. This can include issues such as privacy of data and harassment.

No evidence found to highlight any differences/allowances required

Sexual orientation Consider and detail (including the source of any evidence) on heterosexual people as well as lesbian, gay and bi-sexual people.

No evidence found to highlight any differences/allowances required

Religion or belief Consider and detail (including the source of any evidence) on people with different religions, beliefs or no belief.

No evidence found to highlight any differences/allowances required

Pregnancy and maternity Consider and detail (including the source of any evidence) on working arrangements, part-time working, infant caring responsibilities.⁴

No evidence found to highlight any differences/allowances required

Carers Consider and detail (including the source of any evidence) on part-time working, shift-patterns, general caring responsibilities.

No evidence found to highlight any differences/allowances required

Other identified groups Consider and detail and include the source of any evidence on different socio-economic groups, area inequality, income, resident status (migrants) and other groups experiencing disadvantage and barriers to access.

No evidence found to highlight any differences/allowances required

Engagement and involvement

Was this work subject to the requirements for public engagement/consultation?

The process was presented to the Executive Leadership Team and approved at a Trust Board Meeting. Members of the public attend the public session of the Trust Board Meeting and have access to papers in advance. No objections to the process were received.

How have you engaged stakeholders in gathering evidence or testing the evidence available?

How have you engaged stakeholders in testing the policy/strategy or programme proposals?

For each engagement activity, please state who was involved, how and when they were engaged, and the key outputs:

Summary of Analysis Considering the evidence and engagement activity you listed above, please summarise the impact of your work. Consider whether the evidence shows potential for differential impact, if so state whether adverse or positive and for which groups. How you will mitigate any negative impacts. How you will include certain protected groups in services or expand their participation in public life.

³ [Safeguarding Children & Young People Policy.pdf](#)

⁴ [Pregnancy & Maternity Policy](#)

No evidence to suggest that there is any potential differential impact for any of the protected characteristics

Now consider and detail below how the proposals impact on elimination of discrimination, harassment and victimisation, advance the equality of opportunity and promote good relations between groups.

Eliminate discrimination, harassment and victimisation *Where there is evidence, address each protected characteristic (age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief, sexual orientation).*

No evidence to suggest that there is any potential differential impact for any of the protected characteristics

Advance equality of opportunity *Where there is evidence, address each protected characteristic (age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief, sexual orientation).*

No evidence to suggest that there is any potential differential impact for any of the protected characteristics

Promote good relations between groups *Where there is evidence, address each protected characteristic (age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief, sexual orientation).*

No evidence to suggest that there is any potential differential impact for any of the protected characteristics

What is the overall impact? *Consider whether there are different levels of access experienced, needs or experiences, whether there are barriers to engagement, are there regional variations and what is the combined impact?*

No evidence to suggest that there is any potential differential impact for any of the protected characteristics

Addressing the impact on equalities *Please give an outline of what broad action you or any other bodies are taking to address any inequalities identified through the evidence.*

No actions required

Action planning for improvement *Please give an outline of the key actions based on any gaps, challenges and opportunities you have identified. Actions to improve the policy/programmes need to be summarised (An action plan template is appended for specific action planning). Include here any general action to address specific equality issues and data gaps that need to be addressed through consultation or further research.*

None Required

Please give an outline of your next steps based on the challenges and opportunities you have identified. *Include here any or all of the following, based on your assessment*

- *Plans already under way or in development to address the **challenges** and **priorities** identified.*
- *Arrangements for continued engagement of stakeholders.*
- *Arrangements for continued monitoring and evaluating the policy for its impact on different groups as the policy is implemented (or pilot activity progresses)*
- *Arrangements for embedding findings of the assessment within the wider system*
- *Arrangements for publishing the assessment and ensuring relevant colleagues are informed of the results*
- *Arrangements for making information accessible to staff, patients, service users and the public*
- *Arrangements to make sure the assessment contributes to reviews of EEAS strategic equality objectives.*

For the record

Name of person who carried out this assessment:

Ian Crowson

Date assessment completed:

June 2016

Name of responsible Director:

Rob Ashford

Date assessment was signed:

June 16

