Equality Impact Assessment Form

Revised June 2009

(Equality target groups are those which cover the 6 equality strands: race, disability, gender, age, sexual orientation and religious belief)

Part 1   Aims & implementation of the service, policy, procedure, practice or project
This section is the title of what is being assessed, responsible officers, purpose, where it fits within the council's wider aims and how it supports the legislation to eliminate unlawful discrimination and the promotion of equal opportunities. *(please refer to the guidance for additional information)*

1.1   What is being assessed

Leisure Services Pool Lifeguard Qualification policy

1.2   Officer(s) and section or service responsible for completing the assessment

Kate Hill, HR/Legal

1.3   What is the main purpose or aims of the service, policy, procedure, practice or project

This policy informs all Leisure Services employees of the requirements with regard to pool lifeguard qualifications and their ongoing responsibility with regard to staff training.

1.4   Who is affected by the service, policy, procedure, practice or project? Who is it intended to benefit and how?

All leisure staff holding a pool lifeguard qualification are affected. It will benefit all pool users who will have a fully qualified lifeguard attending on them with up to date training

1.5   Has the service, policy, procedure, practice or project been promoted or explained to those it might affect directly or indirectly?

Yes the managers of this service were consulted in the implementation of the policy and all affected staff have been made aware of the policy and its implications

1.6   How does the service, policy, procedure, practice or project contribute to better community cohesion?

All our pools will be protected by lifeguards who are receiving regular updates on their training

1.7   How does the service, policy, procedure, practice or project fit in with the council's wider aims?

It will ensure the safety of the public in council pools

1.8   What is the relevance of the aims of the service, policy, procedure, practice or project to the equality target group and the council's duty to eliminate unlawful discrimination and promote equality of opportunity?

All users of pools will benefit

1.9   How is, or how will the service, policy, procedure, practice or project be put into practice and who is responsible for it?

The service managers in the leisure services are responsible for ensuring staff are made aware of and are compliant with the policy

Part 2   **Consideration of data and research**

To conduct the assessment, you will need information about service users and staff that provide the service. This section is to help you identify the sort of information that will be needed to help you assess whether there may be barriers to different equality groups who access your service, policy, procedure, practice or project. *(please refer to the guidance for additional information)*

2.1   **List all examples of quantitative and quantitative data or any consultation information available that will enable the impact assessment to be undertaken**

Leisure services managers were fully consulted

2.2   **Equalities profile of users and beneficiaries**

All

2.3   **Evidence of complaints against the service, policy, procedure, practice or project on the grounds of discrimination**

None

2.4   **What does the consultation, research and/or data indicate about the negative impact on the service, policy, procedure, practice or project**

2.5   **What does the consultation, research and/or data indicate about the positive impact on the service, policy, procedure, practice or project**

This will have a benefit across all categories

Part 3   Assessment of impact

Now that you have looked at the purpose etc of the service, policy, procedure, practice or project (part 1) and looked at the research (part 2), this section asks you to assess the impact, positive and negative, of the service, policy, procedure, practice or project on each of the 6 strands of diversity covered in the Authority's single equality scheme.

3.1   Complete this section with the following information – relating to all of the identified groups: *(please refer to the guidance for additional information)*

	Reason, evidence, comment					
	Race	Disability	Gender	Sexual Orientation	Age	Religious Belief
Barriers, negative impact						
Neutral impact	X		X	X		X
Positive impact		X			X	

Part 4 **Measures to mitigate disproportionate or adverse impact or improve on neutral or positive impacts:** *(please refer to the guidance for additional information)*

4.1 **If there is any negative impact on any target equality group identified in part 3, is the impact intended or legal?**

None

4.2 **Specify measures that can be taken to remove or minimize the disproportionate or adverse effect identified in part 3. if none were identified, identify how disproportionate or adverse effect could be avoided in the future**

N/a

4.3 **If there is no evidence that the service, policy, procedure, practice or project promotes equality, equal opportunities or improves relations within equality target groups, what amendments can be made to achieve this?**

The policy will be continually monitored

4.4 **If a neutral or positive impact has been identified, can that impact be improved upon (continuous improvement)?**

Continuous monitoring

4.5 **How will any service, policy, procedure, practice or project be implemented?**

The policy has been implemented with all affected staff being made aware and managers taking responsibility for ensuring awareness and compliance

4.6 **As 4.5 above please identify training requirements**

The policy concerns training requirements

Part 5   Conclusions & recommendations

This section ensures that what ever we are impact assessing, whether it be a service, policy, procedure, practice or project that ensure that we abide by the general and specific duties to promote race, disability and gender equality. *(please refer to guidance for additional information)*

5.1   Does the service, policy, procedure, practice or project comply with equalities legislation?

Yes

5.2   What are the main areas requiring further attention?

None

5.3   Summary of recommendations for improvement

None

5.4   What equality monitoring, evaluation, review systems have been set up to carry out regular checks?

Regular review of policy

5.5   When will the amended service, policy, procedure, practice or project be reviewed?

Every 2 years or following any changes in legislation

Part 6   Action / improvement plan

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area of negative impact	Changes proposed	Lead officer	Timescale	Resource implications	Comments
Race					
Disability					
Age					
Religious and Philosophical belief					
Gender					
Sexual orientation					
Geographical location					
All of the above					

Part 6 continued – Equality Impact Assessment – Summary report

The results of equality impact assessments must be published. Please complete this summary and the publish your report using the Equality and Diversity pages of the Intranet. Your summary information and a copy of your completed report will then be made available to the public on the Council's website.

Date of assessment	25 August 2009

Officer's name	Kate Hill	**Role**	HR Research, Policy & Law manager

Service, policy, procedure, practice or project that was impact assessed	Leisure Services – Pool lifeguard qualification
Summary of findings	No negative impact
Summary of recommendations and key points of action plan	None

Groups that this policy will impact upon

Race		**Gender**		
Sexual Orientation		**Age**		
Disability		**Religion or belief**		
Other		**All**	X	