



London Ambulance Service



NHS Trust

LA035

EQUALITY ANALYSIS TOOL & GUIDANCE

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion

INITIAL SCREENING TOOL

Title of policy/service/function/procedure/programme/ or strategy being assessed: HR047 Policy on the use of tight-fitting respiratory protective equipment

(Please remember that even informal policies & procedures need to be equality analysed.)

Is it new or revised

(If revised, please attach a copy of the original Equality Analysis.)

Senior Manager Responsible Andrew Buchanan

Department Human Resources

EQUALITY ANALYSIS SCREENING TEAM (Please enter below the names of the project team members who carried out this initial screening with you and their role in the screening (e.g. team colleague or critical friend).)

Name	Department	Role
Andrew Buchanan	HR	Senior HR Manager
Charley Frampton	HR	HR Manager
Pete Hannell	Unison	Critical friend

Date of screening 2/9/16

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Please summarise below the aims and objectives of this policy/service/function etc. including any intended outcomes.

The policy sets out the Trust's position as well as the expectations of employees as regards to the use of tight-fitting respirators (specifically FFP3 respirators) in the course of their work.

It is not intended to be a technical document but to inform and support any technical or other guidance that is issued to employees concerning the use of tight-fitting respirators.

Please state below who is intended to benefit from this policy/service/function etc. and in what way.

It is aimed at benefiting staff, patients and the wider public insofar as it is about the proper use of personal protective equipment.

Please state in the table below whether the policy/service/function etc. could have any potential impact on anyone from a "protected characteristic" group, whether service users, staff or other stakeholders

"Protected Characteristic Group"	Is there likely to be a positive or neutral impact in regard to:	If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for a "protected characteristic" group or for another reason?
Age	Neutral	
Disability	Negative	Yes. The policy sets out a proportionate means of safeguarding staff from respiratory infections, which could be harmful to staff and their patients.
Gender Reassignment	Neutral	
Marriage and Civil Partnership (duty only applies to elimination of discrimination)	Neutral	
Pregnancy and Maternity	Neutral	
Race	Negative	Yes. The policy sets out a proportionate means of safeguarding staff

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		from respiratory infections, which could be harmful to staff and their patients.
Religion or Belief	Negative	Yes. The policy sets out a proportionate means of safeguarding staff from respiratory infections, which could be harmful to staff and their patients.
Sex	Negative	Yes. The policy sets out a proportionate means of safeguarding staff from respiratory infections, which could be harmful to staff and their patients.
Sexual Orientation	Neutral	

Can the policy/service/function etc. be used to advance equality and foster good relations, including for example, participation in public life? If so, how?

N/A.

Please provide and summarise below any relevant evidence for your declaration above, including any engagement activities – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.

The policy is in line with the Health and Safety Executive (HSE) and NHS England guidance concerning the protection of staff from respiratory infections.

Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?

No Yes

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If yes, please state below how you intend to acquire this evidence and your timescales for doing so.

You must complete a full Equality Analysis if you have identified a positive or negative potential impact for any "protected characteristic" group, which is not legal or justifiable or if you have identified any gaps in evidence which make it difficult for you to determine whether there would be adverse impact. Please insert below any issues you have identified/recommendations for the full Equality Analysis.

The policy does not affect women, requiring additional actions by men. There are particular considerations for those with health (potentially disability) issues concerning their skin/facial area as well as those who wear beards for reasons of religion or belief.

if you have only identified a neutral or positive impact on any "protected characteristic" group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust's website.

Name of Director:
Mark Hirst



Signature:

Date: 13/9/16

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EQUALITY ANALYSIS TOOL

Senior Manager responsible: Andrew Buchanan

Department: Human Resources

EQUALITY ANALYSIS PROJECT TEAM

Please enter below the names of the project team members who carried out this equality analysis with you and their role in the equality analysis (e.g. team colleague or critical friend).

Name	Department	Role
Andrew Buchanan	HR	Senior HR Manager
Charley Frampton	HR	HR Manager
Pete Hannell	Unison	Critical friend

Date of completion of the Equality Analysis 2 September 2016

From the initial screening undertaken please state below:

Key aims of the function/policy/service etc.

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its intended benefits and for which "protected characteristic" groups and any ways in which it can be used to foster good relations, including participation in public life.

N/A.

Any issues/recommendations identified in your screening

For front-line staff there may be a request in the event of a pandemic for staff to be clean-shaven. Consultation/discussion will take place with such staff as necessary and redeployment for a temporary period may be possible in such circumstances. There may be some staff for potential health (disability?) reasons or for reasons of religion and belief for whom not being able to safely wear certain face masks may affect their ability to be selected for positions within HART.

The evidence you are using for this equality analysis, including engagement activities.

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The requirement that HART staff must be clean-shaven in order to be adequately protected when using the necessary PPE.

Based on the initial screening, please state below what the positive/negative impact is on anyone from a “protected characteristic” group

“Protected characteristic group”	Positive/negative impact	If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity for a “protected characteristic” group or for any other reason?	Please set out the steps you will take to avoid or remedy any adverse impact and include them in your Action Plan.
Age	neutral		
Disability	negative	Justified on the basis that there is the legitimate aim of protecting the health and safety of the employee and patients.	
Gender Reassignment Marriage and Civil Partnership (duty only applies to elimination of discrimination)	neutral neutral		

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The requirement that HART staff must be clean-shaven in order to be adequately protected when using the necessary PPE.

Based on the initial screening, please state below what the positive/negative impact is on anyone from a “protected characteristic” group

“Protected characteristic group”	Positive/negative impact	If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity for a “protected characteristic” group or for any other reason?	Please set out the steps you will take to avoid or remedy any adverse impact and include them in your Action Plan.
Age	neutral		
Disability	negative	Justified on the basis that there is the legitimate aim of protecting the health and safety of the employee and patients.	
Gender Reassignment	neutral		
Marriage and Civil Partnership (duty only applies to elimination of discrimination)	neutral		

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Pregnancy and Maternity	neutral		
Race	negative	Justified on the basis that there is the legitimate aim of protecting the health and safety of the employee and patients.	It is noted that there is no financial advantage to working in HART e.g. a paramedic in HART is paid the same as a paramedic elsewhere in the Trust. Ultimately this decision rests on the Trust's responsibility for the employee's health and safety.
Religion/belief	negative	Justified on the basis that there is the legitimate aim of protecting the health and safety of the employee and patients.	
Sex	neutral		
Sexual Orientation	neutral		

Can the policy/service/function etc. be used to advance equality and foster good relations, including, for example, participation in public life? If so, how?

No.

Please state when and how you will monitor and review this policy/function/service etc.

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It will be monitored via reporting from operational managers.

Please insert into the Action Plan below any relevant activities you have identified from the equality analysis

Action	Staff member responsible	Timescale	Outcome

SUPPORTING DOCUMENTATION

Please refer to any relevant documentation you have used in carrying out this equality analysis (including engagement activities, reports, surveys, publicity materials etc. where appropriate)

Name of Director:

Mark Hirst

Signature:



Date:

13/9/16.

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