

Equality Impact Assessment (EQIA) Initial Screening

Title of EQIA	The return of staff to Gipping House
Date	18 th September 2020
Officer carrying out screening	Lee Woods (Senior Surveyor)
Service Area	Maintenance and Contracts
Project Sponsor	Ian Blofield (Head of Service)

The characteristics protected by the Equality Act are: **Disability, Age, Sex (gender), Gender reassignment, Marriage/civil partnership, Pregnancy/maternity, Race, Sexual orientation and Religion/belief.**

The purpose of this Equality Impact Assessment is to achieve the following.

By law we must have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Further information on each of the characteristics can be found at the end of the document.

1. Project/Proposal/ Service changes

What is proposed?	The proposal is for the reopening of Gipping House to enable the return of some staff to operate from the facility.
Why are the changes being introduced?	The changes are being introduced as a result of COVID-19 which has caused the Council to review it's working practices and on how these can be delivered with the appropriate staffing levels in a safe working environment.
What evidence is being used to support this equality impact analysis?	Tactical Management Team (TMT) approved risk assessments/Operations Plan and HR advice.
How will this change be implemented?	Through site inductions as part of the reopening plans for Gipping House via Tactical Management Team (TMT) approval.

2 Equality Impact Analysis

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Age	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>
Disability	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Gender reassignment	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>
Pregnancy and maternity	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>
Race	No anticipated impact within this protected characteristic	The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.	There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.

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		Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.	Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.
Religion or belief	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>
Sex	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Sexual orientation	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>
Marriage and civil partnership	No anticipated impact within this protected characteristic	<p>The reintroduction of staff back to Gipping House has no positive or negative impacts on any of the protected characteristics.</p> <p>Return of staff to Gipping House are to receive Corporate induction prior to reintroduction to the building.</p>	<p>There is no anticipated impact except for those that maybe affected by COVID-19 which will be addressed by HR through individual screenings.</p> <p>Any physical COVID related impact will be managed by HR through Tactical Management Team (TMT) approved risk assessments.</p>

Q. The report helps us to 'eliminate unlawful discrimination, harassment & victimisation' in the following way(s):

A. This report indicates that there are no unlawful discrimination, harassment or victimisation issues resulting from this service change to the premises at Gipping House

Q. The report helps us to 'advance equality of opportunity...' in the following way(s):

A. The report has been completed fairly with integrity by treating all protected characteristics as equal.

Q. The policy helps us to 'foster good relations...' in the following way(s):

A. This policy has fostered good relations by means of regular consultation with all staff affected by this process along with site-specific risk assessments provided to ensure that staff members are familiar with the new “normal” working environment and taken in account the protected characteristics.

Q. The new provisions will be reviewed in the following way(s):

A. The new provisions will be reviewed if legislation dictates change or by means of regular team meetings and staff feedback that may be received.

3 Sign Off

Assessment Author:	Lee Woods	
Project Sponsor:		

Please provide any supporting documents in the appendices below.

Appendix 1 – Definition of the nine Protected Characteristics listed under the Equality Act 2010

Age	Where this is referred to, it refers to a person belonging to a particular age (for example 32 year olds) or range of ages (for example 18 - 30 year olds).
Disability	A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.
Gender reassignment	This refers to a person who is proposing to undergo, is undergoing or has undergone a change from one gender to another. The Equality Act introduced a number of changes to the legal protection of transgender and transsexual people. The Act no longer requires a person to be under medical supervision to be protected - for example, a woman who decides to live permanently as a man (or visa-versa), but does not undergo any medical procedures is protected by law.
Marriage and civil partnership	Marriage is no longer restricted to a union between a man and a woman but now includes a marriage between same-sex couples. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).
Pregnancy and maternity	Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.
Race	This refers to a group of people defined by their race, skin colour, and/or nationality (including citizenship) ethnic or national origins. The term ethnic minority community is used to define a group of people that is numerically smaller than the predominant white British community. This includes people from communities such as Irish, Turkish, Cypriot, Eastern European and Travelling people.
Religion and belief	The term "religion" refers to both the personal practices related to communal faith and to group rituals and communication stemming from shared conviction. Belief can include religious and philosophical beliefs, including lack of belief (e.g. atheism). Generally, a belief should affect your life choices or the way you live for it to be included in this definition.
Sex (Gender)	This refers to either a male (man) or female (woman).
Sexual orientation	Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

Further information on the protected characteristics can be found on the [Office of Public Sector Information Website](#)