



Blood and Transplant

AN INTRODUCTION TO EQUALITY IMPACT ASSESSMENT

SPOT THE HAZARDS



What is an Equality Impact Assessment (EIA) ?

- Links to governance standards across the public sector and NHS
- Similar approach to environmental or health and safety risk assessment
- Has a pro-active focus on equality, access and inclusion
- Considers IMPACT prior to introducing changes, this ensure corrections can be made
- Evidence based -Ensures those affected are consulted and can inform policies, changes in advance
- Evidence of compliance with the Equality Act 2010
- Mitigates against legal challenge - Audit trail

Why do we have to carry out EIA's ?

EIA's help public service providers to assess the likely positive or negative impact of policy decisions or changes on particular groups (classed as groups with protected characteristics). These groups are protected by law from unlawful discrimination.

Section 149 of the Equality Act (the public sector equality duties) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Assessments must be carried out before or during proposed changes or review and must not be an afterthought once decisions/approval has already been made as this puts the organisation at risk of legal challenge. An organisation should not approve policies or changes where an equality impact assessment has not been properly carried out.

Equality Impact Assessments (EIA) must consult staff or service users (including staff networks) and any available research/data that evidence the assessment is informed and not based on individual assumption or opinion.

The Equality Act 2010 does not specifically require EIA's to be carried out, although they are a way of facilitating and evidencing compliance with the Public Sector Equality Duty.

Why Protected Characteristics?

Inequality exists across society

Issues of prejudice, discrimination, bias,

Ongoing struggles, campaigns

Growing evidence of discrimination based on research/data

Influence - History, Politics, global events, media, religion, culture

Workplace - Unfair practices, under-representation, B&H, +

Protected Characteristic Groups

- **Race**
- **Religion or Belief**
- **Disability**
- **Sex**
- **Gender Reassignment**
- **Sexual Orientation**
- **Age**
- **Marriage or Civil Partnership**
- **Pregnancy and Maternity**

Process

Screening

The first step is to consider if there is relevance. Does the proposed policy, review or change have relevance to equality, diversity and inclusion. If not, complete the simple screening part of the EIA as a record. If however there is a relevance then proceed to a full EIA.

Consultation

Identify who to involve and consult. This is not a paper exercise and EIA's that can not evidence consultation are likely to be rejected under committee scrutiny. Consulting research, data, lived experience ensures that you identify any issues, gaps or opportunities that would otherwise not be apparent. Consider consultation with our staff networks, trade unions, service users, external support organisations, voluntary and community sector.

Full Assessment

There is no need for this to be lengthy, time consuming or complicated, keep it proportionate. Look up similar EIA's, there are many examples that can be found on the internet but then ensure you localise your findings. Create an action plan to address identified gaps/issues.

Sign off

Completed EIA's must be checked and signed off to ensure due process has been followed. This is important as EIA's will be randomly picked for discussion/scrutiny at relevant committees.

Publishing

Please send all completed EIA forms to the D&I Team at: equality.impact@nhsbt.nhs.uk. These will be checked and arrangements made for publishing EIA's on the NHSBT website.

Process flowchart

A change, policy proposal or policy review is planned



A member of staff or team are tasked with planning the process



The team composition takes into account knowledge, experience, skills required



As part of the EIA screening process, identify relevance to equality, diversity and inclusion

Relevance found - Proceed to a full EIA



Setup a list of who to consult to ensure your assessment is informed



Look at other similar EIAs and related research on the internet



Ensure you have created an action plan that responds to issues and gaps identified

Once your assessment is completed, get it signed off by a manager



Submit your EIA to equality.impact@nhsbt.nhs.uk



The Diversity & Inclusion Team will check assessments to ensure EIA criteria has been followed and that consultation has taken place



NHSBT committees will periodically check EIA's

Governance

EDI Council



EDI Consultative Committee



People Committee



Completed EIA's are then published on the NHSBT website or made available upon request.

This allows public scrutiny to ensure we are meeting the requirements of the Equality Act 2010 Public Sector Equality Duties.

Useful information

<https://commonslibrary.parliament.uk/research-briefings/sn06591/>

<https://www.england.nhs.uk/publication/the-nhs-long-term-plan-equality-and-health-inequalities-impact-assessment/>

https://www.combined.nhs.uk/wp-content/uploads/attachments/Acas_managers_guide_to_equality_assessments.pdf

<https://www.citizensadvice.org.uk/law-and-courts/discrimination/public-sector-equality-duty/what-s-the-public-sector-equality-duty/>