

## Whistleblowing Policy HaRD 035 Equality Impact Analysis

<b>Date of Analysis:</b>	25 September 2013										
<b>This Equality Impact Analysis was completed by: (Name and Department)</b>	CSU Workforce Department										
<b>What are the aims and intended effects of this policy, project or function ?</b>	<ul style="list-style-type: none"> <li>• Harrogate and Rural District Clinical Commissioning Group (CCG) has introduced this policy to enable employees to raise their concerns or suspicions about any issues of malpractice at an early stage and in the right way</li> <li>• This policy is primarily for concerns where the interests of others, most especially patients, or of the CCG itself, are at risk. It can also be used by staff in order to raise allegations against colleagues in terms of safeguarding children or adults. It can be used by volunteers, trainees, agency workers, home workers, contractors and independent consultants as well as all CCG employees</li> </ul>										
<b>Please list any other policies that are related to or referred to as part of this analysis?</b>	<ul style="list-style-type: none"> <li>• Fraud and Bribery (Public Interest Disclosure)</li> <li>• Disciplinary Policy</li> <li>• Equality and Diversity Policy</li> <li>• Safeguarding Policy</li> </ul>										
<b>Who does the policy, project or function affect ?</b>  Please Tick ✓	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Employees</td> <td style="text-align: right; padding: 2px;"><input checked="" type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Service Users</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Members of the Public</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Other (List Below)</td> <td style="text-align: right; padding: 2px;"><input checked="" type="checkbox"/></td> </tr> <tr> <td colspan="2" style="padding: 2px;">Volunteers/independent consultants and agency workers</td> </tr> </table>	Employees	<input checked="" type="checkbox"/>	Service Users	<input type="checkbox"/>	Members of the Public	<input type="checkbox"/>	Other (List Below)	<input checked="" type="checkbox"/>	Volunteers/independent consultants and agency workers	
Employees	<input checked="" type="checkbox"/>										
Service Users	<input type="checkbox"/>										
Members of the Public	<input type="checkbox"/>										
Other (List Below)	<input checked="" type="checkbox"/>										
Volunteers/independent consultants and agency workers											

## 1. Equality Impact Analysis: Screening

	Could this policy have a positive impact on...		Could this policy have a negative impact on...		Is there any evidence which already exists from previous (e.g. from previous engagement) to evidence this impact
	Yes	No	Yes	No	
<b>Race</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Age</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Sexual Orientation</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Disabled People</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Gender</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Transgender People</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Pregnancy and Maternity</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Marital Status</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Religion and Belief</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Reasoning</b>	This policy applies to all staff equally, regardless of any protected characteristics. The application of the policy can be monitored through data collection and analysis if concerns are raised.				

**If there is no positive or negative impact on any of the Nine Protected Characteristics go to Section 7**

## 2. Equality Impact Analysis: Local Profile Data

Local Profile/Demography of the Groups affected (population figures)	
<b>General</b>	Total number of employees in the CCG is 24
<b>Age</b>	12% of staff employed are under 30 17% of staff are over 55 71% are aged 30-55
<b>Race</b>	79% staff employed in the CCG are white 8% staff are non-white 13% of staff have are not stated/undefined their ethnicity
<b>Sex</b>	46% staff employed are female 54% staff employed are male
<b>Gender reassignment</b>	No information at this stage
<b>Disability</b>	83% of staff employed declared themselves as having no disability No staff have declared a disability 17% did not declare /undefined
<b>Sexual Orientation</b>	75% of staff described themselves as heterosexual 25% did not wish to respond /undefined
<b>Religion, faith and belief</b>	Christianity is the largest religious group declared by staff in the CCG (38%) 33% of staff have other beliefs/religious beliefs 29% were undefined or did not wish to declare
<b>Marriage and civil partnership</b>	73% of employees are married. No employees are in a civil partnership
<b>Pregnancy and maternity</b>	No information yet as the CCG has not been established long enough to build meaningful data

### 3. Equality Impact Analysis: Equality Data Available

<p><b>Is any Equality Data available relating to the use or implementation of this policy, project or function?</b></p> <p>Equality data is internal or external information that may indicate how the activity being analysed can affect different groups of people who share the nine <i>Protected Characteristics</i> – referred to hereafter as ‘<i>Equality Groups</i>’.</p> <p>Examples of <i>Equality Data</i> include: (this list is not definitive)</p> <ol style="list-style-type: none"> <li>1. Application success rates <i>Equality Groups</i></li> <li>2. Complaints by <i>Equality Groups</i></li> <li>3. Service usage and withdrawal of services by <i>Equality Groups</i></li> <li>4. Grievances or decisions upheld and dismissed by <i>Equality Groups</i></li> <li>5. <i>Previous EIAs</i></li> </ol>	<p>✓ Yes    <input type="checkbox"/> Employee</p> <p>No    <input type="checkbox"/></p> <p>Where you have answered yes, please incorporate this data when performing the <i>Equality Impact Assessment Test</i> (the next section of this document).</p>
<p><b>List any Consultation e.g. with employees, service users, Unions or members of the public that has taken place in the development or implementation of this policy, project or function</b></p>	<p>Joint Trade Union Partnership Forum Employees</p>
<p><b>Promoting Inclusivity</b> <b>How does the project, service or function contribute towards our aims of eliminating discrimination and promoting equality and diversity within our organisation</b></p>	<p>This Policy does not directly promote inclusivity, however, it provides a framework to handle workplace concerns in a clear and consistent manner.</p>

#### 4. Equality Impact Analysis: Assessment Test

What impact will the implementation of this policy, project or function have on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Protected Characteristic :	No Impact :	Positive Impact :	Negative Impact :	Evidence of impact and if applicable, justification where a <i>Genuine Determining Reason</i> exists
<b>Gender</b> (Men and Women)	✓			
<b>Race</b> (All Racial Groups)	✓			
<b>Disability</b> (Mental and Physical)	✓			
<b>Religion or Belief</b>	✓			
<b>Sexual Orientation</b> (Heterosexual, Homosexual and Bisexual)	✓			

What impact will the implementation of this policy, project or function have on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Protected Characteristic :	No Impact :	Positive Impact :	Negative Impact :	Evidence of impact and if applicable, justification where a <i>Genuine Determining Reason</i> exists
<b>Pregnancy and Maternity</b>	✓			
<b>Transgender</b>	✓			
<b>Marital Status</b>	✓			
<b>Age</b>	✓			

### 5. Action Planning

**As a result of performing this analysis, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?**

Identified Risk :	Recommended Actions :	Responsible Lead :	Completion Date :	Review Date :

### 6. Equality Impact Analysis Findings

<b>Analysis Rating :</b>	<input type="checkbox"/> Red	<input type="checkbox"/> Red/Amber	<input type="checkbox"/> Amber	X Green
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<b>Brief Summary / Further comments</b>	
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<b>Approved By :</b>		
Job Title :	Name :	Date :