

# EQUALITY IMPACT ASSESSMENT

Care Group / Corporate Service:

Workforce and Organisational Development

Name of Service/Title of Policy or Strategy, Name of Event:

Mandatory and Statutory Training Policy

Equality Impact Assessment Undertaken by:

Nikki Wilkinson - Deputy Manager & Lead Facilitator

Service:

Policy:

Event:

Strategy:

Date undertaken:

16/12/2021

## Questions

### 1. What are the main aims and purposes of the Policy / Service / Event or Strategy?

To identify the mandatory and statutory training requirements within the Trust, and the process (Training Needs Analysis) for the identification of these topics.

To identify responsibilities and reporting requirements for ensuring and monitoring compliance with these requirements.

### 2. Who is involved in delivering the service, implementing the policy or strategy / organising the event? (i.e., partnerships, stakeholders or agencies)

The RDaSH Workforce as a whole has a responsibility to ensure that they are compliant with the requirements of this policy to ensure that a high quality and safe service is delivered to Trust Service users.

Specific responsibilities sit within the Governance structures of the Trust. Operational management is the responsibility of The Workforce and OD Director and Deputy Director, The Head of Education, Learning and Development and members of the Learning and Development Team

### 3. What information / data or experience can you draw on to provide an indication of the potential inclusive / exclusive results of delivering this service or event / implementing the policy or strategy to different groups of people and the different needs of people with protected characteristics in relation to this policy / service / event or strategy?

Feedback from staff who experience the implementation of the policy rarely includes the identification of improvement opportunities around protected characteristics. Where feedback has been received this has been investigated and addressed. Lesson plans include strategies to make adaptations to training as and when required and staff feel able, evidenced by requests for hearing loops etc. to make those requests.

Protected Characteristics	Positive Impact	Negative Impact	Reasons for Impact
Age	<input type="checkbox"/>	<input type="checkbox"/>	No Impact, training is planned to be suitable for all staff regardless of age
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff with disability are accommodated in a respectful way e.g. staff with mobility difficulties are given access via the back door. All training rooms are based on the ground floor. Accessible bathroom facilities are available. Reasonable adjustments can be made upon request. Chairs with or without arms are readily available. The IT suite does provide overlays for neurodiverse colleagues upon request.
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	No Impact
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	No Impact
Pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Training that involves physical activity is risk assessed and individual members of staff are advised with regards to the suitability of training during pregnancy.
Race	<input type="checkbox"/>	<input type="checkbox"/>	No Impact
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	A quiet room can be provided with prior notice if any colleagues require for prayer. Prayer mats are available from the Chaplaincy department.
Sex	<input type="checkbox"/>	<input type="checkbox"/>	No Impact
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	No Impact
Disadvantaged groups	<input type="checkbox"/>	<input type="checkbox"/>	No Impact

4. What positive impacts are there for this policy / service / event or strategy to better meet the needs of people with protected characteristics?

The delivery of Equality and Diversity training is one of the requirements of the policy and as such enhances the impact of the policy.

**5. What action would be needed to ensure the policy / service / event or strategy overcomes:**

- Discriminatory negative impacts
- Exclusion

Failure to meet the needs of people from across the protected characteristics and opportunities for promoting equality and inclusion are maximised.

Not Applicable

**6. Recommended steps to avoid discrimination and ensure opportunities for promoting equality and inclusion are maximised. Include:**

Options for action	Explanation if no further action is required	Lead responsible for overseeing actions	Timescales	Costs (where applicable)
Display of standard 'ground rules' that support equality and inclusion		Richard Wilcock / Nikki Wilkinson		n/a
Formal request for information about any special requirements as part of training booking process		Richard Wilcock / Nikki Wilkinson		n/a

**7. Monitoring and reporting arrangements of EIA, for policies and strategies refer to section 7 of the Procedural Documents (Development and Management) Policy.**

**For services / events please include the following:**

- How the equality impact of the service will be monitored  
Feedback from RDaSH staff
- Frequency of monitoring  
Annual
- How the monitoring results will be used and where they will be published;  
Annual report of the service
- Who will be responsible for reviewing monitoring results and initiating further action where required  
Head of Education, Learning and Development
- Any changes that have been made to remove or reduce any negative impacts as a result of conducting the equality impact assessment?

N/A

- Any action points should be included in Care Group / Corporate action plans, with monitoring and review processes.

N/A

**Is further work / consultation required? If yes, please explain how this is to be carried out and the time frame for completion.**

Yes  No

The Equality Impact Assessment will be reviewed in line with changes to services, client or staff groups, legislation or policy review.

**Name:**

Nikki Wilkinson

**Designation:**

Deputy Manager & Lead Facilitator

**Signature:**

*N. Wilkinson*

**Date:**

16/12/2021