

**Appendix A**  
**West Yorkshire Fire and Rescue Service**  
**Initial Equality Impact Assessment**

Section	<b>Equality and Recruitment Unit</b>	Officer responsible for the assessment	<b>Peter Evans (Station Manager)</b>			
Name of Policy to be assessed	<b>Equality and Fairness Policy</b>	Date of Assessment	<b>10/02/06</b>	Is this a new or existing policy?	<b>Existing</b>	
1. Briefly describe the aims, objectives and purpose of the policy.		<b>To enable an environment that promotes equality of opportunity and free from harassment.</b> <b>To prevent unlawful discrimination and promote equal opportunity in employment.</b> <b>To ensure equality is an integral part of the organisation</b> <b>To ensure the authority meets the requirements set out by the equality legislation</b>				
2. Are there any associated objectives of the policy? Please explain.		<b>To ensure discrimination does not take place in the selection, appointment and promotion procedures.</b> <b>To ensure a complaints procedure is in place for individuals who feel discriminated against.</b> <b>To ensure equality is embedded and promoted throughout internal and external interactions</b>				
3. Who is intended to benefit from this policy, and in what way?		<b>The whole organisation, the public and partner agencies</b>				
4. What outcomes are wanted from this policy?		<b>Equality is integral part of key employment strategies and plans</b> <b>Equality is part of informal as well as written policies</b> <b>To actively recruit a workforce that reflects the community served</b>				
5. What factors/forces could contribute/detract from the outcomes?		<b>Commitment to the equality policy by staff at all levels</b> <b>Ineffective monitoring / review systems</b>				
6. Who are the main stakeholders in relation to	<b>The employees of WYFRS</b> <b>The public of West Yorkshire</b>	7. Who implements the policy, and who is responsible	<b>ACO Alan Hughes</b> <b>E&amp;R Unit</b>			

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the policy?	External Partners		for the policy?	WYFRS Staff
8. Are there concerns that the policy <b>could</b> have a differential impact on racial groups?	<b>Y</b>	<b>N</b>	Please explain <b>No- the policy will assist ensure that racial groups are treated fairly</b>	
What existing evidence (either presumed or otherwise) do you have for this?	<b>The purpose of the policy is to promote fairness. Carrying out the policy will identify adverse affect and act as a reason for action.</b>			
9. Are there concerns that the policy <b>could</b> have a differential impact due to gender?	<b>Y</b>	<b>N</b>	<b>See above</b>	
What existing evidence (either presumed or otherwise) do you have for this?				
10. Are there concerns that the policy <b>could</b> have a differential impact due to disability?	<b>Y</b>	<b>N</b>	<b>See above</b>	
What existing evidence (either presumed or otherwise) do you have for this?				
11. Are there concerns that the policy <b>could</b> have a differential impact due to sexual orientation?	<b>Y</b>	<b>N</b>	<b>See above</b>	
What existing evidence (either presumed or otherwise) do you have for this?				
12. Are there concerns that the policy <b>could</b> have a differential impact due to their age?	<b>Y</b>	<b>N</b>	<b>See above</b>	

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What existing evidence (either presumed or otherwise) do you have for this?					
13. Are there concerns that the policy <b>could</b> have a differential impact due to their religious belief?	<b>Y</b>	<b>N</b>	<b>See above</b>		
What existing evidence (either presumed or otherwise) do you have for this?					
14. Could the differential impact identified in 8 – 13 amount to there being the potential for adverse impact in this policy?	<b>Y</b>	<b>N</b>	Please explain		
15. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?	<b>Y</b>	<b>N</b>	Please explain for each equality heading (questions 8 –16) on a separate piece of paper.		
16. Should the policy proceed to a partial impact assessment?	<b>Y</b>	<b>N</b>	17. If Yes, is there enough evidence to proceed to a full EIA?	<b>Yes</b>	<b>No</b>
			18. Date on which Partial or Full assessment to be completed by.		

Signed (completing officer) .....Peter Evans.....

Date 6<sup>th</sup> March 2006

Signed (Head of Section) .....

Date