Healthcare Improvement Scotland

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Equality Impact Assessment of Business Continuity Policy Statement

Section 1: Ownership and background

1.1 **Title** Business Continuity Policy Statement

1.2 **Start date** 01/02/14

1.3 **Publication date:** On Completion

1.4 **Owner** Brian Ross

1.5 **Directorate/unit/committee/group:** Crisis Management Team

1.6 **Related Programme of work:** Business Continuity

1.7 **Type of work being assessed:** Policy

Section 2: Involvement and impact

2.1 **Aims of the policy :** The aim of the policy statement is to outline how Healthcare Improvement Scotland will keep under review business critical risks through an established framework using a business continuity management system. It will ensure the organisation maintains robust plans to manage incidents that disrupt operation or the services and outputs provided by Healthcare Improvement Scotland and to restore the organisation to a business-as-usual state as quickly as possible afterwards

2.2 **Stakeholders:** HIS Staff/Contractors/Visitors

2.3 **Evidence of potential impact (from existing Healthcare Improvement Scotland documentation, research, consultation or literature search):**
Through research undertaken looking at other HIS policies which have been EQIA'd there could potentially be a negative impact on a section of our staff which could pose a challenge in successfully implementing sustainability. These challenges are:
1. Ensuring staff safety in the event of a incident with regards to the Healthcare Improvement Scotland Lone Working Policy and Flexible working Policy.

2.4 **Areas where evidence is unavailable or unclear:** None

Section 3: Checklist

3.1

We have checked the following protected characteristics, as a legal obligation:	Positive Impact identified	Negative impact identified	Additional information
Age	no	yes	This policy is neutral as it has no particular impact to this protected characteristic
Disability	no	no	
Gender	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Gender Reassignment	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Marriage or Civil Partnership	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Pregnancy or Maternity	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Race	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Religion or Belief	no	no	This policy is neutral as it has no particular impact to this protected characteristic
Sexual Orientation	no	no	This policy is neutral as it has no particular impact to this protected characteristic
In accordance with Healthcare Improvement Scotland policy we have also checked the following characteristics:			
Criminal Justice	no	no	In this polic, this group of people is covered indirectly throug the above protected characteriscs
Homelessness	no	no	In this polic, this group of people is covered indirectly throug the above protected characteriscs
Language or social origin	no	no	In this polic, this group of people is covered indirectly throug the above protected characteriscs
Mental Health	no	no	In this polic, this group of people is covered indirectly throug the above protected characteriscs

Poverty	**no**	**no**	In this polic, this group of people is covered indirectly throug the above protected characteriscs

3.2 This policy promotes or improves equality by Investing time and money into a system that will suport and protect all members of staff and visitors in the event of an unforseen incident. Ensuring everyone is treated equally with dignity and respect.

3.3 A full Equality Impact Assessment is not required.
This has been agreed because The policy itself has no actual risk or impact on staff but this is not a stand alone policy, there are other policies within HIS that support sustainability which have been EQIA'd and any arising discrimination issues address such as:

- Health & Safety Policy
- Training and development Policy
- Business Travel Policy
- Lone Working Policy
- Flexible Working Policy

3.4 Recommendations: The policy will be implemented and monitored and if any negative impact is noted, interventions will be sought at the review date of the policy

3.5 Review date for this Checklist: August 2015

3.6 Assessors: Tammy Tinto and Brian Ross
Date of assessment: 28/01/14

3.7 Quality Assurance (E&D Officer): Jeniffer Kibagendi

Date of Quality Assurance: 28 January 2014