



# Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

## STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

| Name            | Designation                          | Service                                    | Directorate             |
|-----------------|--------------------------------------|--------------------------------------------|-------------------------|
| Hazel Stevenson | Environmental Protection Team Leader | Environmental Health and Trading Standards | Housing and Environment |

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

Environmental Health and Trading Standards Service, Aberdeen City Council  
Environmental Health Service, Aberdeenshire Council  
Environmental Health Service, Moray Council  
NHS Grampian Health Protection

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

The joint health protection plan has an overall positive effect on inequalities in health which it seeks to address through targeted interventions aimed at protecting those most at risk from a variety of communicable diseases and environmental hazards

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

- Para 9 of EHRIA will be published in committee report in Section 6 "Impact"  
 Full EHRIA will be attached to the committee report as an appendix  
 Copied to Equalities Team to publish on the Council website

## STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

The Joint Health Protection Plan outlines national and local priorities for health protection and the action planned by Aberdeen City Council in partnership with Grampian NHS and, where appropriate, with Aberdeenshire and Moray Councils, and the arrangements for protecting the health of the public from communicable disease and environmental hazard.

12. Who will benefit most from the proposal?

All members of the public across Grampian, but action is targeted to protect those most at risk due to their age, gender, location, circumstance etc

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality

duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

The Joint Health Protection Plan seeks to minimise inequalities in health by protecting those who are most vulnerable to specific threats to their health.

**STEP 3: Gather and consider evidence**

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other? You must consider relevant evidence, including evidence from equality groups.

Grampian NHS has access to epidemiological and morbidity data which can be used to verify if the Joint Health Protection Plan is effective and also allows for positive and negative impacts to be identified.

**STEP 4: Assess likely impacts on people with Protected Characteristics**

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

| Protected Characteristics     |   |                         |   |                        |   |
|-------------------------------|---|-------------------------|---|------------------------|---|
| Age - Younger<br>Older        | + | Disability              | + | Gender Reassignment*   |   |
| Marriage or Civil Partnership |   | Pregnancy and Maternity | + | Race**                 | + |
| Religion or Belief            |   | Sex (gender)***         | + | Sexual orientation**** | + |
| Others e.g. poverty           | + |                         |   |                        |   |

Notes:

\* Gender Reassignment includes Transsexual

\*\* Race includes Gypsy/Travellers

\*\*\* Sex (gender) i.e. men, women

\*\*\*\* Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

|                                                                                                                                                                                                                     |                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <p>Positive impacts<br/>(describe protected characteristics affected)<br/>The Joint health Protection Plan seeks to address health risks that may impact more severely on people with protected characteristics</p> | <p>Negative Impacts<br/>(describe protected characteristics affected)</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|

**STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance**

18. Does this proposal/policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer "no", go straight to question 22.**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

**How?**

**Legality**

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

**Legitimate aim**

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

**Proportionality**

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

**STEP 6: Monitor and review**

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

The Joint health Protection Plan is reviewed by the three councils and NHS Grampian Health Protection every two years, giving an opportunity for assessing its effectiveness

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

n/a

**STEP 7 SIGN OFF**

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

| Name                                                       | Date         | Signature |
|------------------------------------------------------------|--------------|-----------|
| Hazel Stevenson<br>Environmental Protection<br>Team Leader | 23 July 2014 |           |

Quality check: document has been checked by

| Name | Date | Signature |
|------|------|-----------|
|      |      |           |

Head of Service (Sign-off)

| Name                                             | Date | Signature |
|--------------------------------------------------|------|-----------|
| Mark Reilly<br>Head of Environmental<br>Services |      |           |

**Now –**

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team  
Customer Service and Performance  
Corporate Governance  
Aberdeen City Council  
**Business Hub 13**  
Second Floor North  
Marischal College  
Broad Street  
Aberdeen  
AB10 1AB

Telephone 01224 523039 Email [sandrab@aberdeencity.gov.uk](mailto:sandrab@aberdeencity.gov.uk)