

Equality Impact Assessment

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| Title of Proposal: | Control of Contractors Policy |
| Service Area: Department: | Health and Safety Regulatory Services |
| Description: | <p>The Health and Safety at Work etc. Act 1974 requires safe places and safe systems of work with minimised risks to employees or others affected by the organisation's undertakings.</p> <p>Scottish Borders Council is committed to achieving a culture that ensures it complies with all current Health and Safety legislation and in so doing endeavours to provide safe places and safe systems of work. This principal extends to all employees including those employed to do contracted works for and on behalf of Scottish Borders Council by ensuring they are provided with all necessary information and instruction.</p> <p>The Control of Contractors policy does not exempt from, nor alter the duties of the organisation and contractors under this legislation and associated legislation. The policy is aimed at defining how the organisation will uphold its responsibilities, how these responsibilities will be carried out, who has responsibility and to provide guidance to those persons.</p> <p>Preliminary Note</p> <p>This policy has no direct relevance to the Equality Duty. However the policy is written in plain English and made easily accessible for those who need to refer to it. In addition the implementation of the policy is applicable to all regardless of the self-selected protected characteristics they belong to all of which helps remove discrimination, promote equality of opportunity and foster good relations.</p> |

Not to be repetitive the associated protected characteristics have been combined to indicate there is no impact on the implementation of this policy, the exception to this is for those with a disability as indicated below.

| Impact Assessment | | | | | |
|--|------------------|------------------------|------------------------|--|--|
| Equality Characteristic | Impact | | | Description | Mitigation & Recommendations |
| | No Impact | Positive Impact | Negative Impact | | |
| All protected characteristics including: Age, Gender, Race Groups, Religious or other beliefs, Sexual Orientation, | ✓ | | | The Control of Contractors Policy will not affect anybody that has this characteristic | |
| Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring | | | ✓ | The policy is in a written document and there may be an impact on those with visual impairments or those with conditions such as dyslexia. | On request the policy can be made available in the required format. An officer will be available to explain the contents of the policy in the appropriate manner for those who would benefit from this extra support. |

Recommendations & Mitigation

| Characteristic | Mitigation/Recommendation | Approved Yes/No |
|----------------|--|-----------------|
| Disability | On request the policy is to be made available in the required format. An appropriate and experienced officer will explain the contents of the policy as and when required. | Yes |
| | It is further recommended that the Policy will be reviewed annually, with subsequent dates recorded on Lexi (Lexi is the corporate cloud based Health & Safety Management System which includes a document control and management module). | Yes |

Signed Off (Sign off must be completed by Service Manager or Director)

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| Name: | Tricia Scott | Directorate: | Regulatory Services |
| Post: | Protective Services Manager | Date: | 12 th December 2018 |

EIA Completed By

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|------|-------------------------------|---------------|--------------------------------|
| Name | Stuart Ford | Service Area. | Health and Safety Team |
| Post | Health and Safety Team Leader | Date | 12 th December 2018 |