

Equality Impact Assessment of the review of H&S Policy on Minibus Safety

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Project Aim
<i>What does the project aim to achieve? (Please note the financial and / or non-financial outcomes and benefits)</i>
To review and update management arrangements for authorising and monitoring those who drive minibuses (and tow with minibuses) on university business and for managing the safety of minibuses used on university business.

Project Title	Review of the Minibus Safety Policy
Project Lead	S Barnes
Project Team	S Barnes and G W Jones

What impact does the project, policy or practice have on people that share a protected characteristic?
<i>Under the equality duty (set out in the Equality Act 2010), the University must have ‘due regard’ to the need to eliminate unlawful discrimination, harassment and victimisation as well as to advance equality of opportunity and foster good relations between people who share a protected characteristic and those who do not. The protected characteristics covered by the equality duty are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The duty also covers marriage and civil partnerships, but only in respect of eliminating unlawful discrimination. The law requires that the University demonstrates it has had ‘due regard’ to the aims of the equality duty in its planning and decision-making processes. Although not classed as protected characteristics under the Equality Act 2010, due regard must also be made to the effects of planning and decision-making processes on carers. Due regard also needs to be given to the Welsh Language under the Welsh Language (Wales) Measure 2011.</i>

Public Sector Equality Duty Requirements	Detail of Impact (Positive / Neutral / Negative)	Evidence
<p>Eliminating Discrimination</p> <ul style="list-style-type: none"> <i>Is the project, policy or practice likely to treat anyone less favourably or disadvantage them because of their protected characteristics?</i> <i>Could the project, policy or practice lead to different outcomes for different protected groups?</i> 	<p>In some instances, ‘persons with a DVLA reportable medical condition and / or protected characteristic’ may be treated differently in order to ensure minibus activities are undertaken safely.</p> <p>Requirements are stipulated by the DVLA and are a legislative requirement to safeguard the health, safety and well-being of the driver and others who could be affected by the driver’s activities.</p>	<p>The DVLA requires some disabilities and medical conditions to be notified to them and which could in some cases prevent the driver from driving. Restrictions are a legislative requirement and the University must comply with these.</p> <p>Drivers contracted to drive participate in Health Surveillance. The Occupational Health Practitioner and Risk Assessment process would support staff identified with a reportable DVLA</p>

	<p>In addition, the Policy requires that minibus drivers should be:</p> <p><i>'a minimum of 25 years of age. This includes students who although may be authorised to drive a minibus on Students' Union related activities may not drive a vehicle on College / Service related activities until the age of 25 unless permission has been sought and given by the University Insurance Officer.'</i></p> <p>This could result in staff and students who passed their driving test at 17 and who have ample driving skills and experience not being able to drive a minibus.</p> <p>The DVLA may also set specific age restrictions for adding driving licence categories to enable a driver to drive minibuses or tow with a minibus.</p>	<p>disability / medical condition to establish what arrangements could be put in place to support them.</p> <p>Age limits are applied by the University's Insurers and which must be adhered to.</p> <p>All minibus drivers must participate in the MIDAS and / or equivalent driver training scheme.</p> <p>NOTE: DVLA age restrictions are absolute and / or reportable conditions which lead to a driver's Driving Licence being revoked is absolute.</p>
<p>Advancing Equality of Opportunity</p> <ul style="list-style-type: none"> • <i>Will the needs of staff and students with different protected characteristics be met?</i> • <i>Could the project, policy or practice lead to increased take-up / participation by protected groups?</i> • <i>Are there any opportunities to proactively advance equality for specific protected groups and / or between protected groups?</i> 	<p>Inclusion of statements on considering the needs of all participants to ensure inclusivity and allowing the age restriction to be reviewed on a case by case basis.</p>	<p>The Policy requires that consideration is always given to the needs of all participants who may be travelling on, and / or driving the minibus to ensure an accessible minibus is used, if possible when required.</p> <p>The Policy also allows for the University Insurance Officer (in consultation with the University Insurers) to authorise the use of minibuses by persons under the age of 25. This would be on a case by case basis, taking into account the person's previous driving skills and experience.</p>
<p>Promoting Good Relations</p> <ul style="list-style-type: none"> • <i>Have steps been taken to tackle prejudice and promote understanding?</i> 		

<ul style="list-style-type: none"> • <i>How have relevant individuals, groups or organisations been involved / consulted in developing and impact assessing the project?</i> 		
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Based on the above assessment, what course of action is required?

<p>No major change required <i>The assessment has not identified any potential for discrimination or adverse impact and all opportunities to advance equality have been taken.</i></p>	<p>The Policy should encourage and support.</p>
<p>Make adjustments to remove barriers or to better advance equality <i>Note the adjustments that will be made to remove barriers identified by the assessment or to better advance equality.</i></p>	
<p>Continue despite having identified some potential for adverse impacts or missed opportunities to advance equality <i>Note the steps that will be taken to reduce or mitigate the adverse impacts.</i></p>	
<p>Stop and rethink <i>The assessment shows actual or potential unlawful discrimination. Note the action to be taken to stop and / or rethink the project.</i></p>	

How will the actual impact of the project, policy or practice be monitored once it has been implemented?

The Policy will be reviewed by the Health, Safety & Emergency Management Task Group, as per the schedule of policy review and / or as University Insurance or DVLA requirements change.

Publication: This Equality Impact Assessment will be published – on the H&S website once a new page is established