

## Equality Impact Assessment of the review of H&S Policy for Overseas Travel

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<b>Project Aim</b>
<i>What does the project aim to achieve? (Please note the financial and / or non-financial outcomes and benefits)</i>
<b>Review the appropriateness and suitability of the existing H&amp;S Policy on Overseas Travel, having due consideration to its wider impact on all areas of risk management and potential impact on persons with protected characteristics.</b>

<b>Project Title</b>	Review of the Overseas Travel Policy
<b>Project Lead</b>	S Barnes
<b>Project Team</b>	S Barnes and G W Jones

<b>What impact does the project, policy or practice have on people that share a protected characteristic?</b>
<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: <b>age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation</b>. 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 <b>carers</b>. Due regard also needs to be given to the <b>Welsh Language</b> under the Welsh Language (Wales) Measure 2011.</i>

<b>Public Sector Equality Duty Requirements</b>	<b>Detail of Impact (Positive / Neutral / Negative)</b>	<b>Evidence</b>
<p><b>Eliminating Discrimination</b></p> <ul style="list-style-type: none"> <li><i>Is the project, policy or practice likely to treat anyone less favourably or disadvantage them because of their protected characteristics?</i></li> <li><i>Could the project, policy or practice lead to different outcomes for different protected groups?</i></li> </ul>	<p>The Policy in itself does not treat any person differently. However, it can both positively and potentially adversely impact those with a protected characteristic and underlying medical conditions, the latter in respect of safeguarding their own health, safety and well-being whilst overseas.</p>	<p>Every effort must be made to ensure overseas travel activities are inclusive for all.</p> <p>All overseas travel should be appropriately planned and Risk Assessed. This process should enable the identification and consideration of specific individual requirements to ensure these are eliminated and / or if this is not possible to ensure suitable arrangements are put in place to safeguard the individual’s health and safety whilst</p>

		<p>enabling them to participate as fully as possible. This can be positive, in ensuring controls are adapted to suit any protected characteristic and individual needs.</p> <p>Only in rare cases, would the overseas travel planning and risk assessment process restrict activities for a person with a protected characteristic or specific need. For example the teaching and learning outcomes cannot be achieved by changing the location of the trip, other reasonable adjustments were not possible or where the individual's protected characteristics could place them at greater risk, for example due to the cultural / religious beliefs of a country.</p>
<p><b>Advancing Equality of Opportunity</b></p> <ul style="list-style-type: none"> <li>• <i>Will the needs of staff and students with different protected characteristics be met?</i></li> <li>• <i>Could the project, policy or practice lead to increased take-up / participation by protected groups?</i></li> <li>• <i>Are there any opportunities to proactively advance equality for specific protected groups and / or between protected groups?</i></li> </ul>	<p>The policy should be used to consider any personal requirements and seek to ensure that a person's individual needs are considered and addressed when planning overseas travel to eliminate barriers from the outset with all overseas travel arrangements and management controls designed to enable full participation.</p>	<p>The Policy is positive in respect of supporting and advancing inclusivity from the outset when planning overseas travel.</p> <p>Risk Assessments which are integral to overseas travel activities are inherently about thinking about what's needed to ensure that we do all that is reasonable to safeguard health and safety – the 'person' is integral to the risk assessment methodology and as such effort would always be made to identify means to enable full, safe participation.</p>
<p><b>Promoting Good Relations</b></p> <ul style="list-style-type: none"> <li>• <i>Have steps been taken to tackle prejudice and promote understanding?</i></li> </ul>	<p>The policy aims to support and safeguard individuals, whatever their needs and to remove unnecessary barriers. It also aims to encourage dialogue and consideration of all of the factors.</p>	

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

<p><b>No major change required</b> <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><b>Make adjustments to remove barriers or to better advance equality</b> <i>Note the adjustments that will be made to remove barriers identified by the assessment or to better advance equality.</i></p>	
<p><b>Continue despite having identified some potential for adverse impacts or missed opportunities to advance equality</b> <i>Note the steps that will be taken to reduce or mitigate the adverse impacts.</i></p>	
<p><b>Stop and rethink</b> <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 legislative requirements, or Sector guidance changes.

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