

## Equality Impact Assessment Form (Page 1 of 2)

**Title of EIA/ DDM: Employee Wellbeing Contracts**

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**Department: HR and EDI**

**Director: Richard Henderson**

**Service Area: Employee Wellbeing**

**Strategic Budget EIA Y/N (please underline)**

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The Council is required to have in place a comprehensive range of occupational health services in order to be able to meet its common law and statutory duties of care for the health, safety and welfare of our employees in their working environment and to provide advice and medical assessments in relation to sickness management. This includes and is not limited to the Health and Safety at Work Act 1974 and Health and Safety regulations.

The Council currently has an Employee wellbeing service which encompasses an internal Occupational Health Services (OHS). Employing Occupational Health Advisors and wellbeing practitioners. Additional support to the service is currently provided through procured contracts for Occupational Health Physicians (OHP,s), Physiotherapy services and a comprehensive Employee Assistance Programme which provides confidential counselling services for employees 24/7 365 days per year.

It is proposed that a procurement exercise is undertaken requesting tenders for each support service as outlined above. The services will support wellbeing of colleagues and help them remain in, or achieve a successful return to work, which supports economic wellbeing. The services will also enable NCC to meet the contractual obligations that it has to third parties, where NCC provides a full range of Occupational Health services.

Each tenderer will be asked to provide an Equality policy and procedure, both for their own employees, and for the service provision. Any successful provider will need to be able to show that their policies, procedure and practices are fair and do not present barriers or disadvantage to any protected groups from participation.

Tenderers will be scored on their response to an Equality and Diversity question within the specification

### **Information used to analyse the effects on equality:**

- All Equality and Diversity policies and procedures
- Breakdown of employee numbers by gender , disability , ethnic origin – if recorded (not identifiable information)
- Current delivery of services to employees
- Employee Assistance programme (current provider) general data showing take up of the service
- Consultation with Trade Union representatives

	Could particularly benefit <b>X</b>	May adversely impact <b>X</b>	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
People from different ethnic groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>It is noted that the provision of services proposed will positively impact on all equality groups and is relevant to each element of the general duty.</p> <p>The continued addition of these services will continue to support NCC's Equality and diversity policy. Ensuring that all providers enforce equality and diversity both as an employer and service provider.</p> <p>Working with NCC to develop and deliver core services to help employees with sickness absence, neurodiversity issues and signposting to support services where required.</p> <p>Providers will be monitored on their provision and a clear and robust complaints procedure will be put in place. written agreements. This also introduces what the next steps are if a dispute over reasonable adjustments arises.</p>	<p>The tenderers will be asked to meet various EDI requirements and ensure that protected characteristics are covered in all provision as part of their service. This will include the need to make all services accessible to all groups and provision of adjustments where requested.</p> <p>Communication of the new services will be planned and made available in different formats.</p>
<u>Men</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Women	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>Trans</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>Disabled people or carers.</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Pregnancy/ Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>People of different faiths/ beliefs and those with none.</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>Lesbian, gay or bisexual people.</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>Older</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<u>Younger</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b>				

**Outcome(s) of equality impact assessment:**

- No major change needed
- Adjust the policy/proposal
- Adverse impact but continue
- Stop and remove the policy/proposal

**Arrangements for future monitoring of equality impact of this proposal / policy / service:**

The Equality Impact Assessment and provision will be reviewed throughout the contract. If any trends emerge these will be analysed and appropriate steps taken, potentially including a full review of service being delivered.

**Approved by (manager signature):**

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**Date sent to equality team for publishing**

