

Equality Impact Assessment (EIA) - Evidence Form

The PCT strives to design and implement services, policies and measures that meet the diverse needs of our service population and workforce, ensuring that none are placed at a disadvantage over others. This form is designed to help you to consider the needs and assess the positive, adverse or neutral impact of your policy, protocol, proposal or service on all groups within our local communities, and to record the evidence that you have done so. Any proposal or policy submitted to the Board must have undergone EIA.

This form will be used as evidence of the assessment you have undertaken. It will need to be made available to the Board and PCT's Equality and Diversity Steering Group.

Policy/Proposal/Service Title _____ Relocation Expenses Policy

Name of EIA Lead Alison Dean

Others involved in assessment _____

Date EIA commenced _____ 17 May 2010 _____

EIA Completed and Approved

Signature (Lead Director): _____

Name (print) _____

Job Title: _____

Date: _____

**ONCE COMPLETED, PLEASE SUBMIT TO EQUALITY AND DIVERSITY LEAD
FOR EVIDENCE AND PUBLICATION.**

STAGE 1: Standard Screening

EIA questions	EIA Narrative	Sources of Evidence
1. What is purpose and objectives of the policy, proposal or service?	The policy sets down in what circumstances, for what and to what financial level relocation and associated costs will be paid.	
2. Who is the policy, proposal or service aimed at?	This is a new policy which applies to all Oxfordshire Primary Care Trust staff, at all levels, and in all areas of work.	
3. Does it affect one group less or more favourably than another (see groups below)?		
Male or Females	The majority of Trust staff are female; we cannot say whether it is more likely that people who move to take up a post with the Trust do so because a male partner in the family has taken up a new job. Where this is the case the woman would not receive removal costs also.	
People of different ages	Neutral impact	
People of different ethnic groups	Neutral impact	
People of different religious beliefs	Neutral impact	
People who do not speak English as a first language	Potential for negative impact if staff who are not fluent in English are not supported to understand the policy and be able to use it.	

EIA questions	EIA Narrative	Sources of Evidence
People who have a physical disability	Neutral impact	
People who have a mental disability	Neutral impact	
People with learning disabilities	Neutral impact.	
Women who are pregnant or on maternity absence	Neutral impact	
Single parent families	Neutral impact	
People with different sexual orientations	Neutral impact.	
People with different work patterns (part-time, full-time, job-share, short-term contractors, employed, unemployed)	Neutral impact	
People in deprived areas and people from different socio/economic groups	N/A	
Asylum seekers and refugees	N/A	
Prisoners and people confined to closed institutions, community offenders	N/A	
Carers	Neutral impact	

EIA questions	EIA Narrative	Sources of Evidence
Rural and/or isolated communities	n/a	
<p data-bbox="193 293 429 607">4. Have you identified any potential discrimination or adverse impact that cannot be legally justified?</p> <p data-bbox="193 629 429 799">If unsure, consult with the PCT Equality and Diversity Lead.</p>	No	