

## Equality Impact Assessment (EIA)

<b>Policy/activity or service area to be assessed:</b>	Drug & Alcohol Policy	<b>Person completing assessment:</b>	Corrine Ward
<b>Reason for this assessment:</b> (new policy / review etc)	EIA prior to policy going for consultation	<b>Date of assessment:</b>	12/2/14

An EIA involves analysing the effect, or potential effect, of the way we do our business upon groups that share protected characteristics as defined in the Equality Act 2010. This requires us to look at the equality data which we capture or have access to and to consider the outcome of our community engagement. We need to assess whether our policies and practices show ‘due regard’ for the three aims (see below) of the Public Sector Equality Duty (PSED). The analysis should highlight effects that *increase* equality, *decrease* equality or have *no impact* upon equality across the protected characteristics. Its purpose is not just to paint a picture, but to *identify practical steps* to improve our performance by:

- (a) Eliminating any unlawful discrimination,**
- (b) Advancing equality of opportunity and**
- (c) Fostering good relations between different groups.**

1. Briefly describe the purpose, aims and objectives of the policy/activity: <sup>1</sup>	<p>The inappropriate use of alcohol, drugs or substances can damage the health and well-being of employees and have far-reaching effects on their personal and working lives. At work, alcohol, drug or substance misuse or abuse can result in reduced levels of attendance, sub-standard work performance and increased health and safety risks not only for the individual concerned but also for others, for example other employees, partners and members of the public. Furthermore, the effects of alcohol, drug or substance misuse or abuse are likely to be detrimental to the organisation’s reputation and image and its ability to respond to the communities we serve.</p> <p>The Service is committed to providing a safe and productive work environment and to promoting the health, safety and wellbeing of its employees and does not approve or condone the excessive or inappropriate use of alcohol or the misuse or abuse of prescribed drugs or over the counter medicines. The use of illegal drugs is strictly</p>
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	<p>prohibited by the Misuse of Drugs Act 1971.</p> <p>The policy has been developed to:</p> <ul style="list-style-type: none"> <li>• Ensure there is a consistent approach throughout the Service when it is identified that an employee has been misusing or abusing alcohol, drugs or substances.</li> <li>• Raise staff awareness of the risks associated with alcohol, drug or substance misuse or abuse and the consequences, including the legal consequences, of their actions.</li> <li>• Provide Managers with training and toolkits to enable them to spot signs of misuse and abuse.</li> <li>• Support the Health &amp; Wellbeing Strategy through raising awareness.</li> </ul>
<p>2. Who is the policy/activity aimed at:        (communities, staff, partners etc)</p>	<p>All employees, contractors and volunteers</p>
<p>3. Who is responsible for the policy/activity:        (Directorate/Department/individual)</p>	<p>HR        External provider for the collection of samples and delivery of awareness training        L&amp;D (supporting - employee training)</p>

## Equality Statement

Clearly explain and provide supporting evidence to show how the policy/activity satisfies the three aims of the Public Sector Equality Duty (PSED) and **DOES NOT** cause or have the potential to cause a **NEGATIVE** (detrimental) effect:

The policy being introduced as part of the Service's Health & Wellbeing Strategy, where we are proactively trying to encourage our employees to be mindful of both their health and wellbeing. Our intention is to promote health and wellbeing, but have a clear procedure in place should this not be successful

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It will ensure it is only applicable to illegal drugs (which both individuals and the Service have a legal duty to abide by), the misuse or abuse of prescribed medication and alcohol levels above what is agreed as acceptable within the policy. Due regard will be given as detailed below.

**Eliminating any unlawful discrimination**

The use and misuse of illegal drugs and alcohol has association with aspects of poor mental health and has a correlation with young adults. Notwithstanding this the Service will monitor the staff profile of those falling foul of the Policy to a) ensure proportionality and b) monitor to identify trends falling into particular protected characteristic profiles.

**Advancing equality of opportunity**

Our Staff survey in to wellbeing is able to identify staff that are more likely to be at risk of alcohol and drug misuse and abuse. By doing so the Service will be able to adapt the support mechanisms that are available by recognising common factors that contribute to this risk and its impacts on the individual and their ability to fulfil their role.

**Fostering good relations between different groups**

The use of illegal drugs and alcohol misuse has both isolating factors for individuals but also is likely to increase support from other users. The Service Health and Wellbeing Strategy training packages will explore this correlation to make staff and managers aware of the symptoms of alcohol and drug misuse and how best to support rehabilitation with appropriate support mechanisms and referrals.

Where the policy/activity **DOES** or has the **POTENTIAL TO** have a **NEGATIVE** (detrimental) effect indicate which of the Protected Characteristics **MUST** be considered:

Describe the <b>NEGATIVE</b> (detrimental) effect and provide supporting evidence for your rationale *	
<b>Age</b>	The largest age category of those in treatment in Staffordshire and the West Midlands for drug use is 25-34 years (52%). Anecdotal evidence suggests that 2010 has seen a marked increase in the number of young people using of legal highs although there is no reliable data to support this.

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	( <a href="https://www.staffordshire.gov.uk/health/substancemisuse/StrategyFinalDraft2011version.pdf">https://www.staffordshire.gov.uk/health/substancemisuse/StrategyFinalDraft2011version.pdf</a> )
<b>Disability</b>	There is a potential that people with disabilities may take prescribed drugs that may be present if a drugs test was carried out, or that display signs of appearing under the influence of alcohol or drugs due to their medication (Providing disability and reasonable adjustments – a workers guide under the Equality Act, Edition 4 – Equality & Human Rights Commission)
<b>Gender reassignment</b>	The Service needs to be mindful of the treatments, and their consequences, if a member of staff were undergoing transition.
<b>Marriage or civil partnership</b>	
<b>Pregnancy or maternity</b>	
<b>Religion or belief</b>	Potential risk for anyone who drinks secretly whose religion or belief prohibits alcohol – an example of this would be a Muslim employee drinking without the knowledge of their family and friends
<b>Race</b>	
<b>Sex</b>	Drug Treatment: The gender split within Staffordshire remains at 74% male to 26% female which is consistent with the regional and national picture <a href="https://www.staffordshire.gov.uk/health/substancemisuse/StrategyFinalDraft2011version.pdf">https://www.staffordshire.gov.uk/health/substancemisuse/StrategyFinalDraft2011version.pdf</a>
<b>Sexual orientation</b>	Stonewall published <a href="#">the world's largest Gay and Bisexual Men's Health Survey</a> in 2012, which revealed that Britain's gay and bisexual men are more likely to drink and take illegal drugs and that their needs are often overlooked by health services which tend to focus solely on gay men's sexual health.
<b>Socio-economic disadvantage 2</b>	Potential that alcohol or drugs may be used as an escape route. There has also been an increase in middle class people drinking as cited in <a href="http://www.jrf.org.uk/publications/drinking-in-the-uk">http://www.jrf.org.uk/publications/drinking-in-the-uk</a> .

\* **NOTE:** Where any **NEGATIVE** (detrimental) effects are likely to occur:

- (a) For the policy/activity to continue corrective actions/amendments **MUST** be taken to prevent/minimise unlawful discrimination
- (b) An action plan **MUST** be completed (next section)
- (c) Where a negative (detrimental) effect can not be avoided, continuation of the policy/activity (with or without amendment) **MUST** be justified
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## Action plan

This action plan **MUST** accompany the policy/activity and be used continually to assess any negative (detrimental) effects resulting from the delivery of or amendments to the policy/activity based on customer feedback and evaluation.

Negative/detrimental effect	Action needed to prevent/minimise it	By who	By when	Complete (tick)
Prescribed drugs displaying symptoms of being under the influence/giving a positive drugs test	Encourage employees' openness with managers in relation to any conditions, offering OH support as necessary. Individuals will also have the opportunity to declare any prescription drugs or over the counter medicines that may show up during a drugs test. With the rollout of Firewatch staff will be alerted to disclosing this information on their personal details logon. HR will facilitate this rollout and make staff aware of their responsibility for their own protection and wellbeing	Employees & Managers  HR to alert via Firewatch rollout	Firewatch rollout August 2014?	
Lack of education surrounding alcohol	Provide training and interactive toolkits to advise employees about alcohol, what a unit is and how long the body takes to process it.	HR/Provider	At policy implementation stage	
Lack of education surrounding drugs and substance misuse	Provide training and interactive toolkits to educate employees regarding effects of drugs and substances, as well the side-effects over the counter medicines might have to alert them from carrying out certain aspects of their role.	HR/Provider	At policy implementation stage	

**All Completed EIA's should be submitted to E&D team for approval.**

**Signed:** \_\_\_\_\_ **(E&D)**

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**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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