

Diversity impact assessment

TITLE Name / description of the issue being assessed	Adopting an updated Smoke Free Policy		
DATE Date the DIA is completed	06.01.2021		
LEAD OFFICER Name, title and dept of person responsible for carrying out the DIA.	Ryan Huggett, HR Consultant, Human Resources		
1 Summary description of the proposed change			
<ul style="list-style-type: none"> • What is the change to policy / service / new project that is being proposed? • How does it compare with the current situation? 			
<ul style="list-style-type: none"> • The updated Smoke Free Policy has been updated in light of updates to legislation and best practice industry guidance • The updated Smoke Free Policy seeks to make a clear distinction between vaping and smoking • The updated Smoke Free Policy contains more robust guidance for staff and managers with regards to vaping and the use of electronic cigarettes • The updated Smoke Free Policy also contains updated guidance on the support available for staff in order to help them quit smoking and improve their health 			
2 Summary of evidence used to support this assessment			
<ul style="list-style-type: none"> • Eg: Feedback from consultation, performance information, service user records etc. • Eg: Comparison of service user profile with Medway Community Profile 			
<ul style="list-style-type: none"> • The Smoke Free Policy was benchmarked against updated legislation and updated industry guidance • Good practice has also been examined from academic sources and other sources of industry best practice • Trade Unions and staff forums were consulted on the proposed updated Smoke Free Policy between 14th December 2020 to 28th December 2020. • The proposed updated Smoke Free Policy was shared with Legal and Finance for comment. 			
3 What is the likely impact of the proposed change?			
Is it likely to :			
<ul style="list-style-type: none"> • Adversely impact on one or more of the protected characteristic groups? • Advance equality of opportunity for one or more of the protected characteristic groups? • Foster good relations between people who share a protected characteristic and those who don't? 			
<i>(insert ✓ in one or more boxes)</i>			
Protected characteristic groups (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations

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Age			✓
Disability			✓
Gender reassignment			✓
Marriage/civil partnership			✓
Pregnancy/maternity			✓
Race			✓
Religion/belief			✓
Sex			✓
Sexual orientation			✓
Other (eg low income groups)			✓

4 Summary of the likely impacts

- Who will be affected?
- How will they be affected?

The updated Smoke Free Policy and its updated guidance is likely to foster good relations amongst staff and could have a positive impact on improving the health of staff

5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- What alternative ways can the Council provide the service?
- Are there alternative providers?
- Can demand for services be managed differently?

Not applicable

6 Action plan

- Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence

Action	Lead	Deadline or review date
Not applicable		

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7 Recommendation

The recommendation by the lead officer should be stated below. This may be:

- to proceed with the change, implementing the Action Plan if appropriate
- consider alternatives
- gather further evidence

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

Proceed with the adoption and implementation of the updated Smoke Free Policy as there is no evidence to suggest that this will have an adverse impact.

8 Authorisation

The authorising officer is consenting that:

- the recommendation can be implemented
- sufficient evidence has been obtained and appropriate mitigation is planned
- the Action Plan will be incorporated into the relevant Service Plan and monitored

Assistant Director

Date

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC:	phone 2443	email: annamarie.lawrence@medway.gov.uk
C&A (Children's Social Care):	contact your usual	P&I contact
C&A (all other areas):	phone 4013	email: jackie.brown@medway.gov.uk
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