

NICE guidelines

Equality impact assessment

Workplace policy and management practices to improve the health and wellbeing of employees

The impact on equality has been assessed during guidance development according to the principles of the NICE equality policy.

1.0 Scope: before consultation (To be completed by the developer and submitted with the draft scope for consultation)

1.1 Have any potential equality issues been identified during the development of the draft scope, before consultation, and, if so, what are they?

(Please specify if the issue has been highlighted by a stakeholder)

The guidance will not cover self-employed people and those of working age not in employment. Equality issues have been identified as **men** and **older people** are more likely to be self-employed. Furthermore, there is a higher rate of unemployment in **young people** and greater variation among each of the ethnicities.

1. Older workers are more likely to be in self-employment than other age groups. Around 19% of all workers aged 50-64 are self-employed, compared to 13% for 25-49 year-olds and 5% for 18-24 year-olds. The corresponding rate for those aged 65 and over is 37% (Department for Work and Pensions [DWP] 2012).

2. In the 50-64 age group men are twice as likely as women to be self-employed with 25% of men self-employed, compared to 12% for women. For workers aged 65 and over, 43% of men are self-employed compared to 28% of women (DWP 2012).

3. Unemployment was 2.47 million in the UK in July-September 2013, 7.6% of the economically active population aged 16 and over were unemployed. However the rate of unemployment is much higher in young people aged 16-24 years at 21% (ONS, 2013).

4. A greater percentage of people of black ethnic background are unemployed, 18% in October-December 2012 (House of Commons Library, 2013). Unemployed rates are also

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higher in Asians (12%) and people of other ethnic backgrounds (13%). The youth unemployment rate among people of black ethnic background was 47% compared to 29% for young people of Asian ethnic background and 20% for young people of white ethnic background (House of Commons Library, 2013).

The overall unemployment rate for men in the UK, at 9%, was higher than the 7% for women. However, there are greater variations in the unemployment rate by gender among each of the ethnicities. The unemployment rate among men of black ethnic background, at 20%, is higher than that for women (17%). For those of white ethnic background, the male unemployment rate, at 8%, is also higher than for the female white population (7%). In contrast the male unemployment rate for those of Asian ethnic background, at 10%, is lower than the female unemployment rate at 14% (House of Commons Library, 2013).

Department for Work and Pensions (2012) Older Workers Statistical Information Booklet 2012. Official Statistics. <https://www.gov.uk/government/publications/older-workers-statistical-information-booklet-quarter-2-2012>

House of Commons Library (2013) Unemployment by ethnic background. Economic Policy and Statistics. House of Commons Library.

Office for National Statistics (2013) Labour Market Statistics, November 2013

1.2 What is the preliminary view on the extent to which these potential equality issues need addressing by the Committee? For example, if population groups, treatments or settings are excluded from the scope, are these exclusions justified – that is, are the reasons legitimate and the exclusion proportionate?

A preliminary view was brought to the attention of the Committee for its consideration. Including presentation to Committee at PHAC meeting 1 (see agenda item PHAC E 1.5).

Completed by Developer Ruaraidh Hill, Public Health Analyst - NICE

Date 7 February 2014

Approved by NICE quality assurance lead

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2.0 Scope: after consultation (To be completed by the developer and submitted with the final scope)

2.1 Have any potential equality issues been identified during consultation, and, if so, what are they?
No

2.2 Have any changes to the scope been made as a result of consultation to highlight potential equality issues?
No. Focus of workplace retained as fundamental to topic referred by DH.

2.3 Is the primary focus of the guideline a population with a specific disability-related communication need? If so, is an alternative version of the 'Information for the Public' document recommended? If so, which alternative version is recommended? The alternative versions available are: <ul style="list-style-type: none">• large font or audio versions for a population with sight loss;• British Sign Language videos for a population who are deaf from birth;• 'Easy read' versions for people with learning disabilities or cognitive impairment.
None applicable

Updated by Developer Ruaraidh Hill, Public Health Analyst - NICE

Date 7 February 2014

Approved by NICE quality assurance lead

Date _____

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Guideline development: before consultation (to be completed by the developer before draft guideline consultation)

3.1 Have the potential equality issues identified during the scoping process been addressed by the Committee, and, if so, how?

The preliminary overview of equality issues was brought to the attention of the Committee for its consideration.

This included presentation to Committee at PHAC meeting 1 (see agenda item PHAC E 1.5).

The committee noted the potential issues around age, gender and employment. It agreed that no changes to the approach taken in guideline development were necessary.

Equality issues considered across evidence reviews, particularly by commissioning a barriers and facilitators review and subsequent guideline development.

3.2 Have any **other** potential equality issues (in addition to those identified during the scoping process) been identified, and, if so, how has the Committee addressed them?

PHAC carefully considered equality in developing the recommendations and opportunities to support reduction of inequalities.

It also considered the practicality of implementing recommendations by employers in different sectors, location and size.

It considered if it would be more difficult in practice for a specific group to access any recommended services compared with other groups? The Committee agreed that differences in access would be addressed by full implementation of the guideline in groups and settings considered within the scope).

It also noted that other NICE guidance published and in development will complement this guideline

3.3 Were the Committee's considerations of equality issues described in the consultation document, and, if so, where?

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3.3 Were the Committee's considerations of equality issues described in the consultation document, and, if so, where?

PHAC agreed that promoting good management practice in relation to employee's health and wellbeing would include good practice with regard to equalities. The guideline supports positive, fair and consistent management behaviours.

Recommendations specifically referring to actions relevant to equalities and 'fair treatment' are:

- Recommendation 4 'Fairness and justice - Equality
- Recommendation 9 'Training of line managers' – Health conditions
- Recommendation 10 'Job design' '• If possible and within the needs of the organisation be flexible about work scheduling, giving employees control and flexibility over their own time' – offered to all, potentially particularly relevant to employees with families, carer responsibilities, older employees.
- Gaps in evidence acknowledged lack of evidence in smaller organisations (Gap 2).

The Committee noted section of the guideline that referred to different groups and that may support consideration of equalities. Including:

- How the PHAC formulated the recommendations section, noting inequalities, Equality and diversity legislation and Ethical issues and social value judgements

Research recommendations include the statement that 'All the research should aim to identify differences in effectiveness among groups, based on characteristics such as socioeconomic status, age, gender and ethnicity.'

3.4 Do the preliminary recommendations make it more difficult in practice for a specific group to access services compared with other groups? If so, what are the barriers to, or difficulties with, access for the specific group?

No (see above 3.2)

No (see above 3.2)

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3.5 Is there potential for the preliminary recommendations to have an adverse impact on people with disabilities because of something that is a consequence of the disability?

No

3.6 Are there any recommendations or explanations that the Committee could make to remove or alleviate barriers to, or difficulties with, access to services identified in questions 3.1, 3.2 or 3.3, or otherwise fulfil NICE's obligation to advance equality?

The Committee agreed that differences in access would be addressed by full implementation of the guideline in groups and settings considered within the scope of this guideline.

Completed by Developer Ruaraidh Hill, Public Health Analyst - NICE

Date 4 December 2015

Approved by NICE quality assurance lead

Date _____

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4.0 Final guideline (to be completed by the Developer before GE consideration of final guideline)

4.1 Have any additional potential equality issues been raised during the consultation, and, if so, how has the Committee addressed them?

The following matters were raised in consultation comments from stakeholders

Age ('the life course') – bereavement affecting employees and therefore an area for support from line managers (though PHAC recognised this was not limited to older people).

Disability: sensory ability – early testing/checks - prevention; protection (personal protective equipment); other risks in the workplace for those with impairment.

Ethnicity – greater risk to people from BME groups in psychologically unsafe work

Mental and physical health – suggested that both are referred to in guideline

Maternity and pregnancy /paternity – support for lactation as part of wellbeing, return to work and transition to working parents

Other:

Mental health/exposure to traumatic experiences – those with trauma related mental health issues may need support and impact should be prevented

Carers – needs of those who care for others

People with health and lifelong conditions: such as autistic spectrum conditions or learning difficulties; fluctuating conditions and less visible challenges

Equalities in general - Line managers should be capable in relation to managing issues related to equalities, such as be competent, be cultural sensitive, conduct equal pay review and EIA and explore reasons for absence (that might be due to – for example a health condition or workplace issue).

4.2 If the recommendations have changed after consultation, are there any recommendations that make it more difficult in practice for a specific group to access services compared with other groups? If so, what are the barriers to, or difficulties with, access for the specific group?

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4.2 If the recommendations have changed after consultation, are there any recommendations that make it more difficult in practice for a specific group to access services compared with other groups? If so, what are the barriers to, or difficulties with, access for the specific group?

As noted above, access to management training, expertise and the support of a larger organisation is more of a challenge for small organisations

4.3 If the recommendations have changed after consultation, is there potential for the recommendations to have an adverse impact on people with disabilities because of something that is a consequence of the disability?

PHAC agreed that promoting good management practice in relation to employee's health and wellbeing would include good practice with regard to equalities

4.4 If the recommendations have changed after consultation, are there any recommendations or explanations that the Committee could make to remove or alleviate barriers to, or difficulties with, access to services identified in questions 4.2, 4.3 and 4.4, or otherwise fulfil NICE's obligations to advance equality?

Research recommendations (the overarching, introductory text) expanded to include size and type of employer and whether workers were paid or unpaid

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4.5 Have the Committee's considerations of equality issues been described in the final guideline document, and, if so, where?

Considerations 4.1, 4.2, 4.3 acknowledge the Committee's understanding of employment arrangements and workplace types.

4.12 describe the committee's consideration of health and safety (to protect employees health) and support to people with sensory impairments.

4.8 describes needs assessment in relation to employee health and wellbeing.

4.13 refers to the Advisory Conciliation and Arbitration Service (ACAS) and related Codes of practice in helping prevent and resolve workplace problems.

Updated by Developer Ruaraidh Hill, Public Health Analyst - NICE

Date 20 February 2015

Updated by Committee Chair _____

Date _____

Approved by NICE quality assurance lead

Date _____

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NICE guidelines

Equality report EIA analysis form

Workplace policy and management practices to improve the health and wellbeing of employees

Product Code									
Title / Topic									
Workplace policy and management practices to improve the health and wellbeing of employees / Workplace health									
If equality issues identified, how many?									
What was the breakdown of identified equality issues, by protected, socioeconomic, or 'other' characteristic?									
Age	Disability	Gender reassignment	Pregnancy /maternity	Race	Religion or belief	Sex	Sexual orientation	Socio-economic	Other
1	1	0	1	1	0	0	0	0	0
How many issues had an impact on recommendations?			0						
If equality issues were identified, summarise what they were			N/ A						

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What was the breakdown of equality issues with an impact on recommendations?									
Age	Disability	Gender reassignment	Pregnancy maternity	Race	Religion or belief	Sex	Sexual orientation	Socio-economic	Other
If equality issues had impacts on recommendations, summarise these impacts									