



Equality &  
Diversity UK

*Training • Resources • Network*

# Equality Impact Assessment Training Course

<https://equalityanddiversity.co.uk/equality-impact-assessment-training-course>

Staff are responsible for making a wide range of decisions; decisions about overarching policies, setting budgets and day-to-day decisions which affect specific individuals/ groups.

An Equality Impact Assessment, now known as an Equality Analysis, is a formal consistent process that is used to consider the impact on protected groups in terms of adverse impact or discrimination.

## The Course

This training event starts at the very beginning and takes delegates step by step through all the key elements of the Equality Impact Assessment (Equality Analysis) process. The session focuses on "how to do it".

We will demystify the EA process, assume little or no prior learning and focus on giving delegates time to debate issues, ask questions and then put into practice what they learn.

## Course Aims

- Increase the learners' awareness of the concept of Unconscious Bias
- To have an understanding of the Equality Act 2010 and the Public Sector Equality Duty
- To understand better which groups are protected from discrimination and what types of behaviour are unlawful
- To develop an awareness of Equality Analysis as a tool for promoting equality, tackling discrimination and fostering good relations
- To have a better understanding of the different issues and stages of the Equality Analysis process
- To develop some practical skills in how to use Equality Analysis within the organisation

## Outcomes

By the end of the session delegates will:

- Have a better understanding of the Equality Act 2010 and the Public Sector Equality Duty (PSED)
- Be more aware of the nine protected characteristics and what types of behaviour and discrimination are unlawful
- Have a better understanding of why Equality Analysis is important in helping to promote equality, tackle discrimination and foster good relations
- Have developed some practical skills in using Equality Analysis to review their own organisation's policies and procedures

## Programme

### Morning Session

Welcome and Introductions:

- Programme Aims and Outcomes
- Working together

The Equality Act: including

- The Public Sector Equality Duty
- The Equality Act
- Protected Characteristics
- Discrimination
- Public Sector Equality Duty

Equality Analysis walk through

- What is Equality Analysis
- What does it cover
- Understanding the terms Positive and Adverse/ Adverse Impacts

Planning an Equality Analysis

- Roles and Responsibilities of organisations
- Internal Document review

Break

Equality Analysis Stages:

- Screening
- Establishing relevance to equality

Equality Analysis Stages:

The full EA - overview of the eight stages

1. Scoping
2. Involvement and Consultation
3. Assessing Impact and Strengthening policy
4. Procurement and partnerships
5. Making a decision
6. Monitoring, evaluating and reviewing
7. Action planning
8. Sign-off, publication and review

## Afternoon Session

Action planning - Equality Analysis

- Examples of Completed EA's
- Internal and External Benefits of Completing EA's

Completing an EA

- EA of delegates' organisation's policy, strategy, function or service

Break

EIA Quiz

Questions and discussion

## Cost

Please see our Costs and Agreement ([www.eduk.uk/docs/eduk-costs-and-agreement.pdf](http://www.eduk.uk/docs/eduk-costs-and-agreement.pdf))