

# Equality Impact Assessment (EIA) template (refer to guidance)

**What piece of work does this relate to:** Uniform and Dress Code Policy and Procedure

**Role:** Richard Harker (OUM), Andrew Frey (EPRR Officer). Dan Garrett (Associate Director)

## 1. Is this a:

- Change to an existing strategy (long term plan of action), policy or procedure
- Change to a service or function (actions or activities)
- A new strategy or policy/procedure/business case/ ops bulletin etc.
- A new service or function
- Project which requires approval at Board or Working group

## 2. Who will be impacted by this work? Tick all that apply.

Patients <input checked="" type="checkbox"/>	Student/learners <input type="checkbox"/>	Volunteers <input type="checkbox"/>	External Partners (please specify below) <input type="checkbox"/>
Carers <input type="checkbox"/>	Trade unions <input type="checkbox"/>		Click or tap here to enter text.
Staff <input checked="" type="checkbox"/>	Suppliers <input type="checkbox"/>		Other (including a particular geographical area, describe below) <input type="checkbox"/>
			Click or tap here to enter text.

## 3. Summarise the work being assessed. Describe current status followed by any changes that stakeholders would experience.

**South East Coast Ambulance Service NHS Foundation Trust (the Trust) is committed to providing caring, compassionate, sustainable and innovative healthcare.**

**This policy and procedure applies to all members of the Trust.**

**This policy and procedure replaces Uniform and Work Attire Procedure (also known as Uniform Procedure).**

**This policy and procedure sets out an organisation-wide view of the presentation of uniform and dress code, and how uniform should be used. It provides a consistent framework for all employees on work clothing and defines the uniform that should be provided where relevant for the employee's role.**

#### 4. Checklist

All the Trust's policies, programmes, strategies, services and major developments affect patients, carers, service users, employees and the wider community. These will have a greater or lesser relevance to equality, diversity and inclusion.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation, pregnancy and maternity and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Make notes to assist with the completion of the EIA.

Questions	Yes	No
Is there potential for/ indication of or evidence that the proposed change will affect different population groups differently (including possibly discriminating against certain groups)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, please add information:</i>		
Have there been or are there likely to be any public concerns (including media, academic, voluntary or sector specific interest) about the change?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, please add information:</i>		
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, please add information:</i>		

Could the proposal affect our workforce or employment practices?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, please add information:</i>		
Is there potential for or evidence that the proposed change will not promote equality of opportunity or promote good relations between different groups?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, please add information:</i>		

## 5. Equality Impact Assessment

### 5.1. Key stakeholders

A key principle for completing Equality impact assessment is that they should not be done in isolation. Consultation with affected groups and stakeholders needs to be built in from the start, to enrich the assessment and develop relevant mitigation. Detail here who you have involved with completing this EIA.

Name / Group <b>(remove this before publishing)</b>	Organisation	Role on assessment team e.g., service user, manager of service, specialist (which area)
Chris Blanchard	SECAMB	Logistics and Medical Equipment Specialist Manager
Gavin Thompson	SECAMB	Deputy Head of Infection Prevention and Control
Garrie Richardson	SECAMB	Business Support Manger (Integrated Care)
Stephen Henderson-Reid	SECAMB	Health and Safety Manager
Karen Ramnauth	SECAMB	Business Support Manger (Operations) / GEN Chair

### 5.2. Who may be positively or negatively affected by this activity?

#### Protected characteristics (Equality Act 2010)

Age

Disability

#### In addition, consider the following vulnerable groups:

Armed forces

Carers

Socioeconomic disadvantage

People with addiction or substance misuse problems

- Race
- Gender reassignment
- Marriage & civil partnership
- Pregnancy & maternity
- Religion & beliefs (including no belief)
- Sex (male or female)
- Sexual orientation
- Digital exclusion
- Domestic abuse
- Education (literacy) areas
- Homeless
- Looked after children
- Rural areas
- Urban areas
- People on probation
- Prison population
- Undocumented migrant, refugees, asylum seekers
- Sex workers
- Other (please specify below)

**5.3. Assessment outcomes** – discussion undertaken between [Click or tap to enter a date.](#) and [Click or tap to enter a date.](#)

Protected equality characteristic	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
Age	Consideration around staff and menopause. There is currently no nationally agreed variation to the ambulance uniform and PPE. Staff should be supported via the menopause policy, this has been added to the uniform policy in associated documents.	N/A
Disability	There are no impacts to this protected equality characteristic	N/A

Race <sup>1</sup>	There are no impacts to this protected equality characteristic	N/A
Gender reassignment	There are no impacts to this protected equality characteristic	N/A
Marriage & civil partnership	There are no impacts to this protected equality characteristic	N/A
Pregnancy & maternity	Maternity Green or Blue uniform is not available from suppliers. New policy and procedure allow non uniform aligned to corporate colleagues. Allowing colleagues to wear clothing appropriate and comfortable for them.	N/A
Religion & beliefs	Inclusion of the Sikh faith and the exceptions around PPE legislation have now been included.	N/A
Sex	There are no impacts to this protected equality characteristic	N/A
Sexual orientation	There are no impacts to this protected equality characteristic	N/A

Vulnerable groups/existing inequity	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
Armed forces	There are no impacts to this vulnerable group/existing inequality	N/A

<sup>1</sup> An ethnic group or ethnicity is a named social category of people who identify with each other on the basis of shared attributes that distinguish them from other groups such as a common set of traditions, ancestry, language, history, society, culture, nation, religion, or social treatment within their residing area. A useful guide to terminology can be found here: <https://www.lawsociety.org.uk/topics/ethnic-minority-lawyers/a-guide-to-race-and-ethnicity-terminology-and-language>

Vulnerable groups/existing inequity	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
Carers	There are no impacts to this vulnerable group/existing inequality	N/A
Digital exclusion <sup>2</sup>	There are no impacts to this vulnerable group/existing inequality	N/A
Domestic abuse	There are no impacts to this vulnerable group/existing inequality	N/A
Education (literacy)	There are no impacts to this vulnerable group/existing inequality	N/A
Homeless	There are no impacts to this vulnerable group/existing inequality	N/A
Looked after children	There are no impacts to this vulnerable group/existing inequality	N/A
Rural/urban geographies	There are no impacts to this vulnerable group/existing inequality	N/A

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<sup>2</sup> **Digital Exclusion can be linked to the following key root causes:**

- Connectivity access to the internet – can include financial barriers as well as suitable broadband speeds/connectivity
- Digital Skills the ability to use digital tools such as email, online shopping, digital healthcare - also includes having confidence in online safety, and how to utilise particular services or apps
- Technology and Accessibility access to appropriate devices to suit their individual needs – includes access to devices suitable for use with a certain disability as well as financial and location barriers
- Not wanting to use digital platforms simply not wishing to utilise digital services – this could be due to distrust of providers, online security, privacy etc.

Vulnerable groups/existing inequity	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
Socioeconomic disadvantage	There are no impacts to this vulnerable group/existing inequality	N/A
People with addiction or substance misuse problems	There are no impacts to this vulnerable group/existing inequality	N/A
People on probation	There are no impacts to this vulnerable group/existing inequality	N/A
Prison population	There are no impacts to this vulnerable group/existing inequality	N/A
Undocumented migrants, refugees, asylum seekers	There are no impacts to this vulnerable group/existing inequality	N/A
Sex workers	There are no impacts to this vulnerable group/existing inequality	N/A
Other	Staff requiring uniform outside the current stocked range.	Custom uniform can be ordered. The member of staff will need to contact logistics who will provide them with a measurement form. Where possible custom uniform orders will then be placed. We are limited to what the national uniform providers can supply. Where staff need a size that can't be provided there is a process in place to allow them to purchase their own and recover the costs. Supported though logistics and their line manager.

## 5.4 Impact on Human Rights

If a provision or feature of your policy or service potentially unlawfully interferes with a human right then it is negative . If something protects or promote a human right, then it is positive. Human rights and freedoms belong to everyone. They give the legal basis to basic values of fairness, respect, equality, dignity and autonomy. They provide a set of minimum legal standards for all public bodies, including the NHS. They protect an individual's rights whilst considering the rights of other people and wider society.

Human Rights	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
A2. <a href="#">Right to life</a> (e.g. Pain relief, DNAR, competency, suicide prevention)	There is no impact of this policy on Human rights	N/A
A3. <a href="#">Prohibition of torture, inhuman or degrading treatment</a> (e.g., Service Users unable to consent)	There is no impact of this policy on Human rights	N/A
A4. <a href="#">Prohibition of slavery and forced labour</a> (e.g., Safeguarding vulnerable patients' policies)	There is no impact of this policy on Human rights	N/A
A5. <a href="#">Right to liberty and security</a> (e.g., Deprivation of liberty protocols, security policy)	There is no impact of this policy on Human rights	N/A
A6&7. <a href="#">Rights to a fair trial; and no punishment without law</a> (e.g., MHA Tribunals)	There is no impact of this policy on Human rights	N/A
A8. <a href="#">Right to respect for private and family life, home and correspondence</a> (e.g., Confidentiality, access to family etc)	There is no impact of this policy on Human rights	N/A
A9. <a href="#">Freedom of thought, conscience and religion</a> (e.g., Animal-derived medicines/sacred space)	There is no impact of this policy on Human rights	N/A

Human Rights	Describe here the considerations and concerns in relation to the programme/policy for the selected groups. These may be positive, negative or neutral if there is no impact.	If you have identified any negative impacts, describe here suggested mitigations to inform the actions needed to reduce inequalities.
A10. Freedom of expression (e.g., Patient information or whistle-blowing policies)	There is no impact of this policy on Human rights	N/A
A11. Freedom of assembly and association (e.g., Trade union recognition)	There is no impact of this policy on Human rights	N/A
A12. Right to marry and found a family (e.g., fertility, pregnancy)	There is no impact of this policy on Human rights	N/A
P1.A1. Protection of property (e.g., Service User property and belongings)	There is no impact of this policy on Human rights	N/A
P1.A2. Right to education (e.g., accessible information)	There is no impact of this policy on Human rights	N/A
P1.A3. Right to free elections (e.g., Foundation Trust governors)	There is no impact of this policy on Human rights	N/A

## 6. Action plan and monitoring arrangements

Insert your action plan here (example layout provided). This should be based on mitigations recommended in 6.2. Involve your key stakeholders in monitoring progress against the actions above, and add more rows as required.

ACTIONS & DECISIONS TRACKER					
What is being assessed:					
What management group will have oversight of these actions (this should be the group which has oversight of the change):					
Item	Initiation Date	Action/Item	Person Actioning	Target Completion Date	Update/Notes

1					
2					
3					
4					

The above actions should be added to the action log for the named management group.

## 7. Version Control

Version Number	Purpose/Change	Author	Date
<b>Version 2</b>	Review and update to Policy and Procedure	Andrew Fey, Richard Harker, Dan Garrett	09/09/2025
<b>Version 1</b>	First Version	Sean Daisy, Richard Harker	11/12/2023

The above provides historical data about each update made to the EIA.

Please include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process.

Please submit a completed version on the EIA section of Marval. The approval note from Marval can be used as evidence as approval. Once approved please send to [polsandprocs@secamb.nhs.uk](mailto:polsandprocs@secamb.nhs.uk)