

Equality analysis form

If the activity you are planning to analyse is covered by an existing Equality Analysis or a relevant former Equality Impact Assessment, please use Section 2 of the form to highlight any updated information. The updated form should be sent through to the Equality and Diversity Unit for feedback, the start of the online consultation process and publication.

Section 1

Equality Analysis Screening

The following questions will identify whether a full Equality Analysis will be required. Please read the Equality Analysis guidance prior to completing the screening.

1. Name of the activity (strategy, policy, practice etc)

Re-introduction of Head Cleaner post and changing the name of the Head Cleaner role to Team Leader.

2. Will this activity have the potential to deliver positive outcomes for students, staff and/or visitors from equality groups? Please provide evidence for your answer.

This activity will provide many positive benefits to Students, staff, visitors. The Head Cleaners under the title of Team Leaders will be responsible for small teams of staff in designated areas. They will be responsible for ensuring that all cleaning is carried out to a high standard and will complete cleaning evaluations to evidence this. They will also be responsible for ensuring that all Health and safety policies are adhered to at all times.

Staff will receive direction from their Team Leader. Working together to ensure cleaner & safer environment within designated inclusive teams. Team Leader posts will provide clear & equal progression route for all staff from any equality group.

We have Head Cleaners in place on a trial basis for since January 2016 and we have already received good feedback from staff, students, and visitors regarding the cleanliness of the site. We want to continue this improvement with the aim of enhancing the experience of all Staff, Students, visitors from all all Equality backgrounds.

This proposed change does not include any changes to existing staff: reporting lines, grade, pay scale, location or working patterns.

Both individuals directly affected by the change and trade unions have welcomed this change.

3. Will this activity have the potential to create negative impacts on students, staff and/or visitors from equality groups? Please provide evidence for your answer.

No. Applications for these posts will be encouraged from all staff including people in diverse categories or protected characteristics. We also intend to encourage disabled staff to consider these roles by using the 2 Ticks system. *Note that all vacancies go through 2 Ticks now....*

4. Does the activity have the potential to impact equality groups in the following ways:
- Access to or participation in UWE Faculties or Professional Services?
 - Levels of representation across the UWE workforce?
 - Student experience, attainment or withdrawal?
 - Staff experience?

Please indicate YES or NO. If the answer is YES then a full analysis must be carried out. If the answer is NO, please provide a justification.

No. Students, Staff, or visitors from any Equality group will benefit from a cleaner, safer environment with a visible Team leader to provide immediate advice on service levels, H&S & general customer service enquiries.

Equality analysis screening sign off:

Faculty Dean or Head of Service	Ravinder Bisla Deputy director of Estates and Facilities
Faculty / service	Facilities
Date	7 th Nov 2016

Please return the completed form to the Equality & Diversity Unit for feedback and publication.