

EQIA Screening

TAY ROAD BRIDGE JOINT BOARD

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Operational Procedures												
Code of Practice for the Operation of CCTV Equipment	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Use of CCTV Equipment	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Weather Monitoring Equipment	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Work Schedule for officers	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Passage of Abnormal Vehicles	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Reporting of Incidents	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Fire Alarm-Practice Evacuation Drill	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Police Roadblocks and Observation Points	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Policy for Use, Inspection, Maintenance and Storage of Personal Buoyancy Equipment	L	L	L	L	L	L	L	L	No potential for inequality			
Coping with Suicidal people	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
VMS-Fife Barrier Operation	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Telephone Procedures for Weather traffic restrictions	L	L	L	L	L	L	L	L	No potential for inequality	ER		

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Procedures for Incidents on Tay Road Bridge	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Short Duration Stops on Bridge	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Breakdowns on Carriageway	L	L	L	L	L	L	L	L	No history of previous problems	ER		
Locating and Collecting Debris	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Planned Stops in Excess of Five Minutes	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Duty Inspectors Procedures for dealing with High Winds	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Procedure for Incidents involving Chemical Carrying Vehicles	L	L	L	L	L	L	L	L	No potential for inequality	ER		
De-Icing Operations	L	L	L	L	L	L	L	L	No potential for inequality	ER		

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Operation/ Maintenance of Plant and Equipment												
Boarding and Operation of Gantries	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Safety/Work Boat	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Safety Boat Daily Checklist and Log	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Maintenance of Plant and Equipment	L	L	L	L	L	L	L	L	No potential for inequality	ER		

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Management												
Reports to the TRBJB	L	L	L	L	L	L	L	L	No potential for inequality. All reports must detail equal opportunity issues	ER		
Standing Orders	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Office Procedures	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Bridge Byelaws	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Code of Conduct for Councillors	L	L	L	L	L	L	L	L	No potential for inequality			
Publication Scheme under the FOI (Scotland) Act 2002	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Anti Fraud and Corruption Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Tendering Procedures												
Financial Regulations	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Fraud Guidelines	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Land and Property												
Maintenance of Land and Property	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Management Rules Regulating Land and Open Spaces	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Fire Alarm-Practice Drill for Admin Block Evacuation	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Fire Action	L	L	L	L	L	L	L	L	No potential for inequality	ER		

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Public Relations												
Dealing with Complaints	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Advertising and Publicity	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Staffing												
Advertising for Job vacancies	L	L	L	L	L	L	L	L	All advertising is checked by Personnel Dept for inequality issues	ER		
Recruiting staff	M	L	L	L	L	L	L	L	Forms and letters to be amended to take account of Employment Equality (Age) Regulations 2006	SB	JC	31/12/06
Training of Staff	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Absence Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Disciplinary Procedures	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Grievance Procedures	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Equal Opportunity Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Harassment Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
E-mail and Internet Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Substance Misuse Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Policy for managing Stress in the Workplace	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Spare Time Employment Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Sickness Absence Reporting Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Procedure for managing Sickness Absence	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Policy on Tobacco and Smoking	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
National Code of Conduct for Employees	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Helpline for Employees	L	L	L	L	L	L	L	L	Treats all groups the same	ER		

Policy/Function	Equality Group								Evidence	Decision	Lead Officer	Target Date
	AGE	DEP	DIS	GEN	LGBT	OFF	REL	RACE				
Health and Safety												
H & S Policy	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Access to Central Service Duct	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Visitors to Site	L	L	L	L	L	L	L	L	No evidence of impact on an equality group	ER		
Safety Instructions Checklist for New Employees	L	L	L	L	L	L	L	L	Treats all groups the same	ER		
Action in the Event of Lightning Activity	L	L	L	L	L	L	L	L	No potential for inequality	ER		
Pigeon Droppings	L	L	L	L	L	L	L	L	No potential for inequality	ER		

Explanation of Terms:	Possible Decisions
DEP: People with dependents DIS: People with disabilities GEN: Gender LGBT: People who are lesbian, gay, bisexual or transgender OFF: People with an offending past REL: People with differing religious beliefs	SP: Place as an equality action in service plan FIA: Complete a full Impact Assessment ER: Complete an equality screening at next review