

## Equality Impact Assessment Report

<b>Name of policy, procedure or function: Business Continuity Plan</b>		
<b>Service Area: Community Safety</b>	<b>Team Members: Peter Hinton and Sarah Cromie</b>	<b>Date: 31<sup>st</sup> October 06</b>

### Findings

The Business Continuity Plan sets out our strategic priorities for the protection or resumption of services which maybe experience disruption for a variety of reasons.

The Priorities are set around impact the disruption of a particular service will have on people first and in particular vulnerable members of the communities

1. those people without a support structure who rely on our services
2. followed by people who rely on the facilities we provide and then
3. the services that the whole community relies on e.g. refuse

The outcome of the Plan is to identify and prioritise services that we wish to protect against disruption and if that can't be achieve the resources to resume those services as quickly as possible.

#### Equalities Implications

The main equalities implications are in how disruption and resumption of services are communicated to the hard to reach groups within the community.

Therefore, one of the actions is to revise the communications plan to ensure a number of channels are used to communicate changes.

The second issue is to ensure that any alternative venues for service provision are DDA compliant, therefore, ensuring people with disabilities are still able to access the services.

### Further Actions

Problem/barrier identified	Actions to overcome problem/barrier	Resources required	Responsibility	Target date
<b>Ensure the Communications Plan for Business Continuity reaches hard to reach groups</b>	<b>To be addressed through annual review</b>	<b>Officer Time</b>	<b>Peter Hinton</b>	<b>End Jan 07</b>
<b>Accessibility of alternative venues for customer facing services need to be DDA compliant</b>	<b>Ensure lists of alternative venues are DDA compliant</b>	<b>Officer Time</b>	<b>Peter Hinton</b>	<b>End Jan 07</b>