

APPENDIX 3

ASSESSING AND CONSULTING ON PROPOSED POLICIES

1. The Policy is subject to examination of relevance to equality by applying the procedure shown at Appendix 2 of the Scheme.
2. Where a Policy is considered **high relevance** then a full impact assessment should be carried out consisting of the following steps.
 - (1) Identifying the aims of the Policy and how it will work.
 - (2) Examining the data and research available.
 - (3) Assessing the likely impact on race/gender/disability equality.
 - (4) Considering other ways of achieving the same policy goals.
 - (5) Consulting people who are likely to be affected by the policy.
 - (6) Making arrangements to monitor and review the policy and its impact.
 - (7) Publishing the results of the assessment.
3. Where **medium relevance** is found a partial impact assessment should be undertaken. As follows:-
 - (1) Estimate potential unequal impact.
 - (2) Supplement the estimate of impact by seeking advice from experts and interested groups.
4. Where **low relevance** is found it will be sufficient to carry out an initial estimate of potential unequal impact based on current data.