

Impact Assessments completed as at March 2008

The following services have been determined as relevant to the promotion of race equality, and all impact assessments have been completed on them.

Corporate Support Services

Policy	Date Assessed	Date due for Re-assessment
Flexitime	14/6/04 & Oct 07	Oct 2010
Job Share	14/6/04 & Oct 07	Oct 2010
Maternity	14/6/04 & Oct 07	Oct 2010
Paternity	14/6/04 & Oct 07	Oct 2010
Flexible Working	14/6/04 & Oct 07	Oct 2010
Pay Protection Policy	14/6/04 & Oct 07	Oct 2010
Job Evaluation	14/6/04 & Oct 07	Oct 2010
Job Evaluation Maintenance	14/6/04 & Oct 07	Oct 2010
Annual Leave	14/6/04 & Oct 07	Oct 2010
Annual Leave for part time staff	14/6/04 & Oct 07	Oct 2010
Working Time Regulations	14/6/04 & Oct 07	Oct 2010
Equal Opportunities	14/6/04 & Oct 07	Oct 2010
Equal Opportunities in employment policy	14/6/04 & Oct 07	Oct 2010
Redundancy and redeployment	14/6/04 & Oct 07	Oct 2010
SDR process	14/6/04 & Oct 07	Not required – see PDR process.
Corporate training and development policy	14/6/04 & Oct 07	Oct 2010
Professional Education Scheme	14/6/04 & Oct 07	Oct 2010
Recruitment and selection including preventing illegal working	14/6/04 & Oct 07	Oct 2010
Dress code	14/6/04 & Oct 07	Oct 2010
Harassment and bullying policy	14/6/04 & Oct 07	Oct 2010
Grievance procedure	14/6/04 & Oct 07	Oct 2010
Disciplinary/Capability procedure	14/6/04 & Oct 07	Oct 2010

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Staff Appeals Panel procedure	14/6/04 & Oct 07	Oct 2010
Alcohol and substance misuse policy	14/6/04 & Oct 07	Oct 2010
Managing Absence Policy	14/6/04 & Oct 07	Oct 2010
Stress Policy	14/6/04 & Oct 07	Oct 2010
Staff Handbook	October 2004 & Oct 07	October 2010
Homeworking	May 2005	May 2008
Employee Wellbeing Statement	August 2007	August 2010
PDR process	October 2007	October 2010
Staff Code of Conduct, including the following policies: <ul style="list-style-type: none"> • Additional Duties • The Extended Holiday Scheme • Scheme of Adoption Leave • Close Personal Relationships at work • Secondments Policy • Smoking Policy • Severance Policy • Induction Process 	October 2007	October 2010
Violence at work policy	October 2007	October 2010
Work Experience policy	October 2007	October 2010
Child Protection policy	October 2007	October 2010
Age Discrimination – working beyond age 65, and Redundancy/Early retirement	Oct 2007	October 2010
New recruitment advertising contract for temporary and permanent staff	Nov 2007	Nov 2010
Xmas closure 2008-12	Nov 2007	Nov 2010
Emergency Planning and Administrative Services	5/12/05	December 2008
Valuation and Estate Management	5/12/05	December 2008
Legal Services and Land Charges	8/11/05	November 2008

Deputy Chief Executive

Policy	Date assessed	Date due for re-assessment
Community and culture: Sports Development Community Leisure	14/9/05	September 2008
Epping Forest Arts	16/9/05	September 2008
Playing Pitch Strategy	Nov 2007	Nov 2010
Youth Council	Nov 2007	Nov 2010
Compliments and complaints	29/11/05	November 2008

Performance Management Unit	28/10/05	October 2008
PR and Information	1/11/05	November 2008

Finance

Policy	Date assessed	Date due for re-assessment
Revenues	16/9/05	September 2008
Benefits	5/10/05	October 2008
Concessionary Fares	October 2007	October 2010
Procurement Strategy	October 2007	October 2010
Budget process and strategy 2007/08	October 2007	Annually
Capital strategy and programme	October 2007	Annually
Medium Term Financial Strategy	October 2007	Annually

Environmental Services

Policy	Date assessed	Date due for re-assessment
Waste Management	25/11/05	November 2008
Car Parking, Street Naming, Street Furniture	29/11/05	November 2008
Engineering Services	5/12/05	December 2008
Environmental Health	12/10/05	October 2008

Planning

Policy	Date assessed	Date due for re-assessment
Development Control	11/10/05	October 2008
Building Control	25/11/05	November 2008
Planning and Economic Development	21/10/05	October 2008
Forward Planning and Conservation	Autumn 2004	Autumn 2007

Housing

Policy	Date assessed	Date due for re-assessment
Housing allocations scheme	16/3/06	March 2009
Housing information and tenant participation	12/10/05	October 2008

Housing maintenance and repairs	3/10/05	October 2008
Housing Management	21/10/05	October 2008
Housing Development and strategy	27/9/05	September 2008
Older people's services	5/10/05	October 2008
Home Ownership Grants	Jan 2008	Jan 2011

Works Unit

Policy	Date assessed	Date due for re-assessment
Building maintenance, vehicle maintenance (including MOTs)	14/9/05	September 2008

Assistant to Chief Executive

Policy	Date assessed	Date due for re-assessment
Research and Democratic Services	27/9/05	September 2008
Projects and Partnerships	Autumn 2004 Reviewed Jan 2008	Autumn 2007 Next review Jan 2011