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Date: 1st September 2026

**INDIVIDUAL CABINET
MEMBER DECISION**

Dear Sir/Madam,

The Cabinet Member for Resources and Internal Affairs (Councillor M. Bannister) is to consider the following report and make a decision on **Wednesday 9th September at 4.30pm** in Committee Room D, Town Hall, Nuneaton.

Yours faithfully,

TOM SHARDLOW

Chief Executive

A G E N D A

PART 1

PUBLIC BUSINESS

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds, please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside Lloyds Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. PUBLIC CONSULTATION - Members of the public will be given the opportunity to speak on specific agenda items if notice has been received.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the chair, the speaker persists, they will be asked to stop speaking by the chair. The chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

3. DECLARATIONS OF INTEREST - To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members' Code of Conduct.

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made so that interests that are declared regularly by members can be viewed in a schedule on the Council website ([Councillor Declarations of Interests](#)). Any interest noted in the schedule on the website will be deemed to have been declared and will be minuted as such by the Democratic Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule. There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room,

the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit & Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

4. HR POLICIES FOR APPROVAL– report of the People Services Manager, attached (**Page 4**).

AGENDA ITEM NO. 4

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Individual Cabinet Member Decision

Date of Meeting: 09 September 2026

Subject: HR policies for approval

Portfolio: Resources and Internal Affairs

Responsible Officer: People Services Manager

Corporate Plan – Theme: Your Council

Corporate Plan – Aim: Delivering Services Efficiently

Ward Relevance: n/a

Public or Private: Public

Amendment to Budget: No Council Tax Related: No

Recommendation to Council/Cabinet/Committee: No

Forward Plan: No

Subject to Call-in: Yes

1. Purpose of report

- 1.1. To brief the Individual Cabinet Member on a number of revised HR policies and procedures and to seek approval for adoption.

2. Recommendations

- 2.1. That the following documents be approved:
- Dress Code and Uniform Policy (Appendix A)
 - Inclement Weather Guidance (Appendix B)

3. Background
 - 3.1. The development and review of policy documentation provides a framework to assist in a consistent approach across the Council and enhance the equalities agenda.
 - 3.2. The provision of good quality documentation promotes and develops good Employee Relations with Trade Union Representatives.
 - 3.3. This also ensures that the Council complies with legislation and good practice by providing clear, concise and up to date Policy documentation to assist consistency across the Council.
4. Body of report and reason for recommendations
 - 4.1. The Dress Code and Uniform Policy and the Inclement Weather Guidance have been reviewed and updated to ensure they remain aligned with current legislation, best practice, and the Council's operational requirements. The revisions provide greater clarity for managers and employees, promote consistency in decision-making, and support the Council's commitment to equality, inclusion, health and safety, and employee wellbeing.
 - 4.2. The Dress Code and Uniform Policy has been updated to reflect modern workplace expectations and includes strengthened provisions relating to equality, reasonable adjustments and health and safety requirements. The policy also provides clearer guidance on uniforms, PPE and employee identification requirements.
 - 4.3. The Inclement Weather Guidance has been developed to provide a consistent framework for managing employee attendance and service delivery during adverse weather conditions. The guidance supports business continuity, employee safety and operational resilience whilst recognising the Council's responsibilities as an employer.
 - 4.4. Approval of these documents will ensure the Council's policy framework remains up to date, provides clear guidance to managers and employees, and supports consistent application across all service areas.
5. Consultation with the public, members, officers and associated stakeholders

- 5.1. Appropriate consultation has been undertaken with the Council's Senior Leadership Team and the relevant Trade Union Representatives.
6. Financial Implications
 - 6.1. There are no financial implications identified.
7. Legal Implications
 - 7.1. If not approved, there is a risk that the Council may not be compliant with current legislation. In particular, the Dress Code and Uniform Policy ensures compliance with the Equality Act 2010 and provides a framework for considering requests for adjustments in relation to protected characteristics. The Inclement Weather Guidance is drafted with Health and Safety Legislation in mind, ensuring services can be maintained through periods of adverse weather whilst still ensuring the safety of employees.
8. Equalities implications
 - 8.1. A review has been undertaken and it has been identified that no assessment is required following consultation and liaison with the appropriate officer. A copy of the completed Equality Impact Assessments are attached at Appendix C.
9. Health implications
 - 9.1. No specific health implications have been identified following the completion of an impact assessment.
10. Climate and environmental implications
 - 10.1. No direct climate and/or environmental implications have been identified.
11. Section 17 Crime and Disorder Implications
 - 11.1. No direct Section 17 crime and disorder implications have been identified.
12. Risk management implications

12.1. If the recommendations are approved, the decisions will bring the following benefits from a risk management perspective:

- i. Reduces the risk of inconsistent management practices and decision-making across Council services through the provision of clear and up-to-date guidance.
- ii. Supports compliance with employment, equality and health and safety legislation, reducing the potential for employment-related disputes and claims.
- iii. Strengthens business continuity arrangements by providing a clear framework for managing employee attendance and service delivery during periods of inclement weather.

13. Human resources implications

13.1. If the recommendations are approved, the decisions will bring the following benefits from a human resource perspective:

- i. Provides managers and employees with clear expectations and guidance, supporting the fair and consistent application of employment policies.
- ii. Promotes an inclusive working environment by recognising equality, diversity and reasonable adjustment considerations within workplace dress standards.
- iii. Supports positive employee relations through consultation with recognised Trade Union representatives and the maintenance of an up-to-date HR policy framework.

14. Biodiversity Implications

14.1. No direct biodiversity implications have been identified.

15. Local Government Reorganisation (LGR) Implications

15.1. No direct LGR implications have been identified.

16. Options considered and reason for their rejection

- 16.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Do nothing	This may result in the Council not complying with employment legislation and good practice which may produce inconsistency in approach across the Council
B	Approve some documents	This may result in the Council not complying with employment legislation and good practice which may produce inconsistency in approach across the Council

17. Conclusion

- 17.1. The approval of the Dress Code and Uniform Policy and the Inclement Weather Guidance will ensure that the Council maintains a modern, legally compliant and operationally effective HR policy framework. The documents provide clear guidance for both managers and employees, support and assists in maintaining consistent employment practices across all service areas. Approval is therefore recommended.

18. Appendices

- 18.1. Please note the following appendices:

- i. Appendix A – Dress Code and Uniform Policy
- ii. Appendix B – Inclement Weather Guidance
- iii. Appendix C – Equality Impact Assessments

19. Background papers

- 19.1. Please note there are no background papers attached to this report.

20. Report Writer Details:

Officer Job Title: People Services Manager

Officer Name: Ruth Bartlett

Dress Code and Uniform Policy



DRESS CODE AND UNIFORM POLICY

Contents

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1.0 Introduction

- 1.1 Nuneaton and Bedworth Borough Council is responsible for the delivery of services across the borough and through the delivery of services interacts with other authorities, organisations, agencies and members of the public. It is important for Nuneaton and Bedworth Borough Council to be professional in all aspects of service delivery including the image of the Council.
- 1.2 The Council is committed to fostering an inclusive workplace. Dress expectations will always be applied in a way that is consistent with the Equality Act 2010, including considerations relating to disability, gender identity, religion or belief, and cultural expression.
- 1.3 This policy is designed to advise employees and managers on the required standards of dress. All employees' dress must be professional at all times both within the workplace and when representing the organisation. The purpose of this policy is to balance professionalism, safety and inclusion while allowing employees to express themselves appropriately.
- 1.4 The policy is not exhaustive in defining acceptable and unacceptable standards of dress, and staff must be professional in adhering to the principles underpinning the policy.

2.0 Scope

- 2.1 This policy applies to all employees, whether permanent, temporary or casual, agency workers and any other individual working on behalf of Nuneaton and Bedworth Borough Council.

3.0 Responsibilities

- 3.1 Managers
 - 3.1.1 Managers are responsible for ensuring that their employees are aware of the expectation in regards to standards of dress and should raise issues as they arise.
 - 3.1.2 Where there is a requirement for uniform and/or protective clothing, managers should ensure there are appropriate mechanisms for the order and replacements of items.

- 3.1.3 In addition, where employees request reasonable adjustments to the dress standard, for example for disability, cultural or religious reasons, or gender expression, managers are responsible for ensuring this is reviewed promptly in a fair and consistent manner.

3.2 Employees

- 3.2.1 Employees should make themselves familiar with the principles within this policy. They are required to ensure they wear professional/appropriate clothing for their role and their place of work, even if not customer facing and will be expected to wear any uniform and/or protective clothing provided.
- 3.2.2 This policy also applies to those who work agilely, i.e. if called to work/meet in the office, it is expected that standards of dress detailed in this policy will be adhered to. In addition, where employees participate in online/virtual meetings, the same levels of professionalism and attire are expected, and employees should dress appropriately for the audience and meeting purpose.

4.0 Dress Standards

- 4.1 Nuneaton and Bedworth Borough Council values diversity and aims to create an inclusive workplace where everyone feels respected and able to express their identity. We recognise that clothing can be influenced by culture, religion, disability, gender identity, and personal preference. These factors will always be considered sensitively, and restrictions will only be applied where required for health, safety, hygiene, or similar operational reasons.
- 4.2 Employees who do not wear a uniform are expected to dress in a way that is professional, appropriate for their role, and suitable for engaging with colleagues, partners, and the public. Clothing should be clean, in good condition, and respectful of others in the workplace.
- 4.3 To maintain a consistent professional standard, the following items are generally not appropriate, unless agreed due to the nature of a role, a reasonable adjustment, or specific local arrangements:
- clothing that is heavily worn, dirty, or damaged
 - very short skirts, dresses, or shorts
 - low cut, transparent, or revealing clothing
 - sportswear (unless part of a uniform or role requirement)
 - clothing with offensive or inappropriate slogans
 - flip flops and beach footwear
 - jeans with rips, heavy distressing, or embellishments

- trainers other than neutral (i.e. one block colour) trainer style shoes worn with professional attire
- 4.4 Employees may wear clothing associated with their faith, culture, or gender identity. These will only be restricted where a demonstrable health and safety requirement exists.
- 4.5 As an exception to the above dress requirements, employees may wear more casual clothing, to work on specific days as agreed with line management (e.g. charity/fundraising events). On such days, clothing must be neat, clean and in a good state of repair and items of clothing which could cause offence or embarrassment to others should not be worn.
- 4.6 Furthermore, depending on the nature of the role and level of in person customer interaction, line managers may apply a level of discretion to the standards laid out in this policy. However, in doing so it is anticipated that the minimum standards noted above will still apply.

5.0 Uniform

- 5.1 For the purpose of clarity Uniform in this context shall mean, any and all articles of clothing that can identify any member of staff as a Nuneaton and Bedworth Borough Council employee.
- 5.2 Where appropriate, some Council staff will have a requirement to wear Nuneaton and Bedworth Council uniform to promote a corporate image. This may extend to agency and relief staff depending on the Service Unit and time worked for the authority. Employees may choose the uniform option that best aligns with their gender identity.
- 5.3 Employees who are required to wear a uniform must ensure that they do so during working hours, and may be worn during scheduled stops and lunch breaks, as required unless advised otherwise by their manager.
- 5.4 The uniforms issued must not be altered in any way without the organisation's permission. Uniforms must always be clean and worn in a presentable fashion. Employees may be eligible for tax relief for the cost of laundry for uniform items and should contact HMRC directly should they wish to pursue this.
- 5.5 Shorts are not considered appropriate work-wear and will normally not be allowed. However, there may be local departmental arrangements and risk assessments in place which will be subject to all normal health and safety considerations.

- 5.6 Uniform issued shall be replaced on a needs basis. All uniform should be worn in the manner it was designed for and maintained in line with manufacturer's guidelines.
- 5.7 It is accepted that there will be instances where uniform is damaged and / or rendered unusable in the course of work duties. However, any evidence or suspicion of misuse, abuse or excessive and unreasonable requests for personal gain will be investigated and dealt with appropriately. In some circumstances, prior to re-issue, evidence may be requested to substantiate the replacement requests.
- 5.8 Where uniforms are issued by the organisation, they remain the property of the organisation. Employees must take responsibility to ensure that good care is taken of them, including laundering, and return any uniforms issued on the termination of employment.
- 5.9 Council uniform is issued to promote corporate image and identify staff working on behalf of Nuneaton and Bedworth Borough Council. As such, uniform should not be wore outside of normal working hours, aside from in recognised paid and unpaid breaks. In particular, should employees be found to be wearing uniform outside of normal working hours in locations or situations where there may be potential to bring the image or name of Nuneaton and Bedworth Borough Council into disrepute, further action under the Disciplinary Policy may be taken. Some examples of these are as follows, although this is not an exhaustive list:
- Drinking establishments
 - Gambling establishments
 - Sporting events
 - Politically sensitive events or rallies (excluding official union action)
 - Assisting with or undertaking work (outside of normal working hours).
- 5.10 It shall remain at the discretion of management to agree to or sanction the wearing of council uniform outside of the parameters of this Policy.

6.0 Personal Protective Clothing (PPE)

- 6.1 Employees who require role or task specific personal protective clothing, e.g. hard hats, hi-viz clothing, masks, boots and gloves, must wear these while carrying out their duties as required by law or by Nuneaton and Bedworth Borough Council rules and/or risk assessments.
- 6.2 Appropriate use and care of these items will be discussed with employees on issue.

- 6.3 In addition, where an employee's job involves working with machinery or food there will be restrictions on the wearing of jewellery, including in some cases wedding rings, as determined by the relevant health and safety or food hygiene risk assessments.
- 6.4 Due to health and safety risks associated with them becoming trapped/caught in machinery and reducing visibility while driving, hooded tops will also be prohibited. In particular, such items should not be worn by those undertaking manual work or driving a Council vehicle.

7.0 Wearing of Work Identification (ID)

- 7.1 To support the safety, security, and professionalism of Nuneaton and Bedworth Borough Council, all employees are required to wear their Council-issued identification (ID) badge while on Council premises or undertaking Council business.
- 7.2 ID badges also act as security passes and enable management of access to corporate buildings and effective management during emergency or evacuation situations.
- 7.3 As such, employees must ensure:
- ID badges are worn visibly at all times and not obscured by clothing or accessories.
 - Badges are used only by the individual to whom they are issued and are not shared.
 - Any lost, damaged, or stolen ID badges are reported to their line manager immediately so that a replacement can be arranged.

8.0 Breach of Policy

- 8.1 Where concerns arise, the manager will discuss these with the employee in the first instance. If attire needs to be changed, the employee may be asked to return home to do so. Time away from work may be unpaid.
- 8.2 Any employee who continues to disregard the standards noted in this policy may be subject to disciplinary action.

Inclement Weather Guidance



INCLEMENT WEATHER GUIDANCE

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2.0 Introduction

- 1.1 This guidance outlines the Council's approach to managing work arrangements during periods of inclement weather. Our priority is to ensure the safety and wellbeing of employees while maintaining essential services for our communities.
- 1.2 This document provides guidance for employees and managers, including attendance expectations, and the decision-making process for temporary service closures. The guidance should be read alongside relevant departmental Business Continuity Plans.

3.0 Scope

- 2.1 The guidance will apply to all employees and services of the council, including where appropriate those services managed externally.

4.0 Responsibilities

3.1 Managers

- 3.1.1 Managers are responsible for ensuring employees are aware of the expectations set out in this procedure and for ensuring that this guidance is applied fairly and consistently.

3.2 Employees

- 3.2.1 Employees are responsible for ensuring that they make every effort to adhere to this procedure, including being aware of and planning for inclement weather. This will include considering alternative travel arrangements, or allowing more time for travel, and where appropriate arrangements for caring for dependants.

3.3 Human Resources

- 3.3.1 HR will be responsible for providing advice and guidance on this procedure to managers and employees. They will also be responsible for ensuring appropriate communication to employees should this procedure be activated.

5.0 Definitions

- 4.1 Inclement weather refers to weather conditions that are severe enough to significantly disrupt normal travel, workplace access, or safe service delivery. This may include heavy snow, ice, flooding, high winds, storms, extreme temperatures, or any other conditions that pose a safety risk or hinder normal operations. This will include impacts to health, functionality of equipment and site integrity.
- 4.2 Inclement weather events may be short-term, lasting only a few hours or a single day, or they may extend over several days, depending on the severity and duration of the conditions.

6.0 Attendance Expectations

- 5.1 In the event of inclement weather, it is expected that employees attend work where it is safe to do so. It is recognised that this may be difficult in some circumstances, therefore the following guidance should be used.
- 5.2 Where inclement weather impacts travel or safety, particularly where emergency services have advised against unnecessary travel, employees should first consider whether they can work remotely, if their role allows.
- 5.3 If remote work is not possible, employees should assess whether travel is safe, using:
- Local authority travel alerts
 - Public transport status
 - Met Office weather warnings
- 5.4 In either case, employees must inform their line manager as early as possible, and no later than within an hour of their normal start time, if they will be working remotely or believe travel is unsafe.
- 5.5 If an employee cannot travel safely and remote working is not possible, and where it has been deemed that the service can run as normal, employees are expected to take leave for the period of non-attendance. This may include annual leave or where applicable flexi leave. If these options are not available, the non-attendance will be deducted as unpaid leave. In these cases, managers must consider whether travel would present an unreasonable risk based on official advisories, for example from the MET office or emergency services.

- 5.6 In cases where employees who can reasonably attend work but choose not to, it will be at the discretion of the manager and subject to service delivery whether paid leave is granted.
- 5.7 In the event that an employee has made all reasonable attempts to attend work on time but are late for work due to inclement weather there will be no deduction of pay or time for any reasonable lateness. This is provided the member of staff has contacted their line manager in advance of their normal start time to inform them of the lateness.
- 5.8 Furthermore, this principal will also apply where management make a decision to allow an early finish due to developing inclement weather.

7.0 School Closures

- 7.1 It is recognised that inclement weather may also affect schools and other care settings. If schools or care settings close at short notice due to adverse weather, employees may:
- Work remotely, where feasible – note that remote working must only be agreed where the employee can perform meaningful work without compromising the care or supervision needs of the child or dependant.
 - Work adjusted or flexible hours during the period of disruption.
 - Request Dependants' Emergency Leave (normally unpaid).
 - Request annual leave or flexi-leave.
- 6.2 It should be noted that the above provisions will only apply where the child and/or dependant normally resides with the employee.

8.0 Service Suspensions/Changes

- 8.1 Where inclement weather presents a serious health and safety risk to our employees in the continuation of services, a decision may be made to suspend delivery, either in part or in whole. In reaching this decision, consideration should also be given to the impact on the wider public, particularly where continuation of a service may create a risk to safety that would otherwise be avoidable.

- 8.2 It may also be that a decision is made to amend service delivery times to limit the impact of inclement weather. For example, a service delivered mainly outdoors may start earlier in cases of extreme hot weather to avoid the main heat of the day.
- 7.3 This decision may be reached with advance notice of such inclement weather or part way through a day, for example where a situation develops or worsens.
- 7.4 Such decisions will be at the discretion of Strategic or Assistant Directors and will be based on assessments undertaken by the appropriate manager. Such assessments will include:
1. Weather & Risk Assessment
 - Review Met Office alerts (Yellow/Amber/Red).
 - Review road conditions, flood warnings, police travel advisories.
 - Assess employee and public safety risks.
 2. Operational Impact Assessment
 - Can the service operate safely?
 - Are critical/appropriate numbers of staff able to attend or work remotely?
 - Can the service be delayed and start earlier/later than normal?
 - Risk to public?
 - Is essential equipment available or at risk? This may include appropriate and additional PPE
 - Is there a financial impact?
 - Can employees be redeployed to other duties/services?
 3. Service Continuity Options
 - Can the service be delivered remotely?
 - Can the service operate safely at a reduced level?
 - What is the impact of the above, including any recovery from service disruption?

- 7.5 Where it is not possible to obtain immediate approval from a Strategic or Assistant Director to suspend a service due for example to the service delivery times, managers may be able to make the decision. In any case, the above considerations should be undertaken and documented and the relevant Strategic or Assistant Director informed at the earliest opportunity.
- 7.6 If a decision is made to suspend or amend service delivery, this should be communicated to employees as soon as possible. In these cases, employees should be aware that they may be redeployed to other duties and/or services and therefore should still attend work, subject to the conditions noted above.
- 7.7 In addition, employees should remain available and contactable throughout the day and be ready to resume normal service delivery. Furthermore, unless advised otherwise, employees should attend work as normal on the following day.
- 7.8 Where management have made a decision to suspend a service based on the considerations above, employees will be paid as normal, i.e. with no deduction of leave.

Appendix C

Equality Impact Assessment - Screening

Name of Policy/Procedure/Service	Dress Code and Uniform Policy
Service Unit	HR
Date of Implementation	01/08/2026

Does this policy/procedure/service have any differential impact on the following groups/people? (please tick):

Group	This may have a positive impact	This may have a negative impact	No adverse impact
Age			X
Disability			X
Gender			X
Gender Reassignment			X
Marriage and Civil Partnership			X
Pregnancy and Maternity			X
Race – which includes ethnic or national origins, colour, caste or nationality			X
Religion or Belief – this also includes no religion/belief			X
Sexual Orientation (Including LGBT)			X
impact on Serving and/or Ex Serving Armed Forces Personnel and their families			X

Please tick if you believe that this document:

Should proceed to a Full Impact Assessment

☐ Red

Needs some minor changes, but does not need a Full Impact Assessment

☐ Amber

Needs no further action

☐ xGreen

Recommendations (If any):

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Signed	
Officer completing assessment	Ruth Bartlett
Date	01/08/2026

Equality Impact Assessment - Screening

Name of Policy/Procedure/Service	Inclement Weather Guidance
Service Unit	HR
Date of Implementation	01/08/2026

Does this policy/procedure/service have any differential impact on the following groups/people? (please tick):

Group	This may have a positive impact	This may have a negative impact	No adverse impact
Age			X
Disability			X
Gender			X
Gender Reassignment			X
Marriage and Civil Partnership			X
Pregnancy and Maternity			X
Race – which includes ethnic or national origins, colour, caste or nationality			X
Religion or Belief – this also includes no religion/belief			X
Sexual Orientation (Including LGBT)			X
impact on Serving and/or Ex Serving Armed Forces Personnel and their families			X

Please tick if you believe that this document:

Should proceed to a Full Impact Assessment

☐ Red

Needs some minor changes, but does not need a Full Impact Assessment

☐ Amber

Needs no further action

☐ xGreen

Recommendations (If any):

This guidance will compliment service unit Business Continuity Plans
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Signed	
Officer completing assessment	Ruth Bartlett
Date	01/08/2026

*This document has been published by Nuneaton and Bedworth
Borough Council*
