

Equality Impact Assessment Form

Part 1: Screening

Name of Strategy/Policy/Project/Function:
Completing Officer's Name:
Completing Officer's Telephone Number:
Date Completed:

2020-2024 Equality Objectives
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Please send a copy of the completed form to the Equalities Group at equalities@reigate-banstead.gov.uk.

Section One: Identify Your Aims and Objectives

The purpose of an Equality Impact Assessment is to improve the work of the Council by making sure that we promote equality and do not discriminate. This method is used to ensure that individuals and teams consider the likely impact of their work on residents and take action to improve strategies, procedures, projects and functions where necessary.

What is the main purpose of this strategy?

The main purpose of the Equality Objectives is to meet the requirements of equality legislation. The Equality Objectives are intended to set out what the Council thinks it should do to achieve any of the things mentioned in the general public sector equality duty.

List the main activities & objectives or main policy areas of this strategy

Objective 1: Using data and local intelligence better: Continue to improve our equality data, use of local intelligence and data insight to inform future service planning and formal decision making
Objective 2: Supporting good community relations: Develop a greater focus on promoting social inclusivity across all the Council's services and fostering good community relations
Objective 3: Accessible information and services: Ensure that Council services, information, consultation and engagement opportunities remain accessible to all residents, particularly those with protected characteristics
Objective 4: Working for the Council: Continue to seek opportunities to build inclusivity into the Council's internal policies and procedures

Who are the main beneficiaries of this strategy?

The main beneficiaries of the strategy will be local residents and other service users, and those who work at the Council (including staff and elected members).
The focus of the objectives is primarily those with protected characteristics as defined by the Equality Act, but the objectives will also benefit all residents, staff and councillors.

In what way are the main beneficiaries affected by this strategy?

Residents and service users with protected characteristics will benefit from the adoption of new Equality Objectives by the Council as they will ensure that the Council continues to look for ways

to eliminate discrimination, advance equality of opportunity and foster good relations between those with and without protected characteristics.

Those working for the Council (or applying to work at the council) with protected characteristics will benefit from the Council continuing to look for ways to promote inclusivity and equality of opportunity through its internal policies and procedures.

More generally, residents, service users and those working at the council without protected characteristics will also benefit as a result of an improved focus on social inclusion / inclusivity.

Section Two: Consider Data and Research

Exploring available data and conducting research will help to give an indication as to what impact the strategy will have on equality and diversity.

Where data is limited or unavailable, managers should identify this as a limitation and identify ways to overcome this. This may include contacting specialist or other external organisations, or by conducting further research of existing regional and national data.

What data is available to help direct the EIA?

- Borough Profile, and equalities data collected by external agencies and through the Census
- Performance reporting against current Five Year Plan
- Information about service user characteristics and how services are delivered across the council
- Resident Surveys
- Stakeholder views
- MOSAIC data
- Workforce monitoring information
- Consultation feedback obtained from the recent Corporate Plan consultation

Are there any gaps in data that may require further research or consultation?

An opportunity has been identified to improve workforce monitoring data. For many of the equalities target groups we are reliant on data collected by external agencies, which may be several years old.

Section Three: Assess The Impact on Equality Target Groups

Assess where you think the strategy could have a negative impact on any of the equality target groups i.e. where it could disadvantage them. Also consider where the strategy could have a positive impact or could contribute to promoting equality, equal opportunities or improving relations with equality target groups.

Consider the following:

- *Publicity, including design, distribution and accessible communications issues*
- *Physical access*
- *Location, geography*
- *Poverty, deprivation and social exclusion issues*
- *Employment*
- *Safety*

- *Direct discrimination: does the strategy intentionally exclude a particular equality group? If so, is this exclusion justified? Are the strategy and its outcomes likely to be equally accessed by all (are there barriers that might inhibit access to the service for some people)?*

Lack of data may make completing this section difficult, but is not be a reason to halt the process. Please continue to complete this form.

Completing the table below will predict the likely impact on the target groups. You are not required to complete each box, only those that are relevant. Relevant boxes are those where there is a disproportionate or greater impact either way.

		Positive Impact	Neutral	Negative Impact	Reason
Age	Older people	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	<p>The purpose of Equalities Objectives is to describe how the Council will continue to fulfil its public sector equality duty. As such the Objectives are anticipated to have a positive impact on all protected characteristic groups.</p> <p>The Objectives set out a broad framework of priorities and explain in general terms how the Council proposes to achieve these. A more detailed action plan will identify the specific measures that will be implemented.</p>
	Younger people & children	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Disability <i>Long-term health impairment includes mental health problems, asthma, heart conditions, chronic fatigue etc</i>	Physical	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Sensory	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Learning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Long-term Health Impairment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Gender	Women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Men	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Gender reassignment	Trans-men and -women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Marriage and civil partnership	People who are married or in a civil partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Pregnancy and maternity	Mothers or women who are pregnant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Race <i>These categories are those used in the 2001 census</i>	Asian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Black	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Mixed race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	White	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Chinese	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
	Other racial or ethnic groups (specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	
Religion or belief	Faith groups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	

Consider faith groups individually and collectively					
Sexual orientation	Heterosexuals, lesbians, gay men and bisexuals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low <input type="checkbox"/> <input type="checkbox"/> High	

If you have indicated that there is a potential negative impact on any target group, are these Intentional and/or of a High Impact?

- Intended?** i.e. can be justified in terms of legislation e.g. concessionary fares older people Yes No
- High Impact?** i.e. it is or may be discriminatory against one or more groups Yes No

*Is the negative impact **NOT INTENDED** and/or of **HIGH IMPACT**?*

- *If **YES**, a full assessment is required. Please complete the **Equality Impact Assessment Form Part 2: Full Assessment**.*
- *If **NO**, complete the rest of this form. Do not ignore low impacts- these could help you to develop services in the future.*

Section Four: Improvement Planning

It is important to consider any influence that the strategy is having, or could potentially have, on the individual strands of equality. The strategy should be examined for its effectiveness in:

- *Promoting equality*
- *Eliminating discrimination*
- *Achieving equality*

Could negative impacts be removed or minimised? Could positive impacts be improved and if so, how?

Analysis must be undertaken with the strategic objectives of the Council in mind and the questions should reflect legal requirements, the emerging Local Development Framework and population needs.

Use the table below to record how you could minimise or remove any low negative impact or improve the positive impact of the strategy.

Issue	Action
Data and intelligence	One of the proposed objectives relates to data and intelligence. In delivering its Equalities Action Plan, the opportunity exists to gather more (and more in-depth) data and intelligence about, and feedback from, those with protected characteristics in the borough and workforce and about their needs.
Communication	This review of the Council's Equality Objectives provides an opportunity to review how Equality information is communicated to residents, service users, decision-makers and the workforce, including the information that is available on the council's website and intranet.

If there is no evidence that the strategy promotes equality, equal opportunities or improved relations, could it be adapted so that it does? If so, how?

N/A

Section Five: Monitoring and Reviewing

What data do you have that monitors the impact of the strategy on protected groups?

Data reported in the Borough Profile and other equalities data; information from council services in relation to service users

How is this data used?

To inform the development of the supporting equality action plan, and monitoring and review of the council's progress in achieving its equality objectives. Data will be reviewed and updated regularly

If there is no data, explain how you intend to continue monitoring the impact of this strategy:

N/A

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