

Charnwood Borough Council

Equality Impact Assessment 'Knowing the needs of your customers and employees'

■ Background

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identify and record gaps and actions.

■ Legislation- Equality Duty

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- ✓ Eliminate discrimination, harassment and victimisation
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex (Gender)
9. Sexual orientation

What is prohibited?

1. Direct Discrimination
2. Indirect Discrimination
3. Harassment
4. Victimisation
5. Discrimination by association
6. Discrimination by perception
7. Pregnancy and maternity discrimination
8. Discrimination arising from disability
9. Failing to make reasonable adjustments

Note: Complete the action plan as you go through the questions.

■ **Step 1 – Introductory information**

Title of the policy	Approach to Recovery
Name of lead officer and others undertaking this assessment	Helen Gretton
Date EIA started	May 2020
Date EIA completed	May 2020

■ **Step 2 – Overview of policy/function being assessed:**

Outline: What is the purpose of this policy? (Specify aims and objectives)
The Approach to Recovery as set out in the Cabinet Report of the same name outlines how the Council will lead the recovery process from the COVID-19 pandemic across three key areas; Economic Recovery, Community Recovery and Organisational Recovery. The report sets out the scope of each area and a clear set of objectives. The associated work plans outline actions which are intended to create positive outcomes for individuals and communities.
What specific group/s is the policy designed to affect/impact and what is the intended change or outcome for them?
The whole population of Charnwood will be affected. The approach to recovery will affect all people who live, work and visit the Borough. It should not have an adverse impact on any groups or individuals as its purpose is to ensure that the recovery from COVID-19 is effective across the whole borough.
Which groups have been consulted as part of the creation or review of the policy?
Consultation has not taken place prior to the development of the Cabinet paper.

■ **Step 3 – What we already know and where there are gaps**

List any existing information/data do you have/monitor about different diverse groups in relation to this policy? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc. Data/information such as:
<ul style="list-style-type: none"> ▪ Consultation ▪ Previous Equality Impact Assessments ▪ Demographic information ▪ Anecdotal and other evidence
<ol style="list-style-type: none"> 1. Demographic information (based on Census 2011) which provides information on a range of the protected characteristics, age, disability, race, religion or belief and sex. 2. Various information based on service specific consultations and monitoring of services.
What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list)
This information informs the council of the specific needs and priorities of residents and service users across the Borough.
The development of the recovery cells, ensures that the actions and objectives embedded within the approach provide positive outcomes for everyone living, working and visiting the Borough.

Additionally, a further potential barrier is access to, and availability of, relevant information on sexual orientation and gender reassignment from within the Council and from other organisations. As the Approach to Recovery is an overarching strategic document, this will not create any adverse impacts on any diverse groups within the community, but when implementing the individual projects and initiatives within the work plans it is important to consider collecting information in these areas in order to inform service delivery and to mitigate any potential adverse impact.

■ **Step 4 – Do we need to seek the views of others? If so, who?**

In light of the answers you have given in Step 2, do you need to consult with specific groups to identify needs / issues? If not, please explain why.

Not in this circumstance. The Approach to Recovery is an overarching plan which includes a range of initiatives and different projects which are designed to provide positive outcomes for the wider community. Where appropriate, further consultation, with individuals of protected characteristics, will take place as part of the ongoing development and implementation of these specific projects and initiatives

■ **Step 5 – Assessing the impact**

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the individuals or community groups (including what barriers these individuals or groups may face) who identify with any 'protected characteristics' and provide an explanation for your decision (please refer to the general duties on the front page).

	Comments
Age	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of age.</p> <p>Specific initiatives have been included in the Community Recovery workplan to support vulnerable members of our community, including younger people and older people. This should create a greater positive impact on this protected characteristic.</p>
Disability (Physical, visual, hearing, learning disabilities, mental health)	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of disability.</p> <p>Specific initiatives have been included in the Community Recovery workplan to support vulnerable members of our community, including people with disabilities. This should create a greater positive impact on this protected characteristic.</p>
Gender Reassignment (Transgender)	<p>The actions and objectives set in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of gender reassignment.</p> <p>A potential barrier may be access to and availability of</p>

	<p>relevant information as there is little national and local information on gender re-assignment both within the Council and other organisations. Therefore, additional monitoring of this protected characteristic may be required.</p>
Race	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of race.</p> <p>The Community Recovery cell will work closely with specific individuals / community groups to ensure that recovery is experienced across the various communities within Charnwood.</p> <p>Potential negative impact may occur for individuals/ communities whose first language is not English and therefore inadvertently lack engagement within the Approach to Recovery. Where appropriate information in alternative languages can be produced to mitigate any barriers in these circumstances.</p>
Religion or Belief (Includes no belief)	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of religion or belief.</p>
Sex (Gender)	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of sex.</p>
Sexual Orientation	<p>The actions and objectives set out in the Approach to Recovery are likely to have a positive impact on individuals and communities with regards to the protected characteristic of sexual orientation.</p> <p>A potential barrier may be access to and availability of relevant information as there is little national and local information on sexual orientation both within the Council and other organisations. Therefore, additional monitoring of this protected characteristic may be required.</p>
Other protected groups (Pregnancy & maternity, marriage & civil partnership)	<p>The Approach to Recovery will provide positive impacts for all members of the community and this fully includes individuals within the protected characteristics of pregnancy & maternity and marriage & civil partnership.</p>
Other socially excluded groups (carers, low literacy, priority neighbourhoods, health inequalities, rural isolation, asylum seeker and refugee communities etc.)	<p>The actions and objectives within the Approach to Recovery also cover a variety of other groups such as; rural isolation, deprived or disadvantaged communities (priority neighbourhoods), health inequality, asylum seeker and refugee communities. The specific actions in the workplans are likely to have a positive impact on all individuals and communities.</p> <p>The Approach to Recovery aims to create inclusive communities and foster good community relations. Key initiatives are focussed on involving communities, giving them</p>

a voice and supporting them to be involved in decision making within their own communities. Therefore, there is likely to be a further positive impact on individuals and communities with regards to community involvement and cohesion.

Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.

Please note:

- a) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.
- b) Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.

Further consultation for individual protected characteristics will take place as part of the ongoing development and implementation of the workplans.

Equality Impact Assessments will also be undertaken, where appropriate, on the individual elements of the projects and initiatives which are included in the workplans.

Where appropriate information in alternative languages can be produced to mitigate any barriers for individuals/ communities whose first language is not English and therefore inadvertently lack engagement within the Approach to Recovery.

Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council's responsibilities in relation to equality and diversity (please refer to the general duties on the front page).

The Approach to Recovery aims to provide positive impact for all individuals living, working and visiting the Borough and therefore meets the Council's responsibilities in relation to equality and diversity.

■ Step 6- Monitoring, evaluation and review

Are there processes in place to review the findings of this Assessment and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?

If any negative impacts occur/ potential barriers arise then this will be monitored and evaluated via our Corporate Customer Complaints Procedure.

Equality Impact Assessments will also be undertaken, where appropriate, on the individual elements of the projects and initiatives which are included in the workplans. This will seek to mitigate any barriers or adverse impact to any of the protected groups.

How will the recommendations of this assessment be built into wider planning and review processes? e.g. policy reviews, annual plans and use of performance management systems.

All actions within the Recovery cells will be overseen by the Recovery Group and the Senior Leadership Team meetings.

■ **Step 7- Action Plan**

Please include any identified concerns/actions/issues in this action plan: The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan			
Reference Number	Action	Responsible Officer	Target Date
001	Further consider the protected characteristics of gender reassignment and sexual orientation when developing and implementing specific elements of the workplans	Heads of Service in all service areas across Charnwood Borough Council	Ongoing
002	Further consider consultation for individual protected characteristics as part of the ongoing development and implementation of specific elements of the workplans	Heads of Service in all service areas across Charnwood Borough Council	Ongoing

■ **Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?**

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Employees	✓	This EIA will be published on Charnwood Borough Council's webpage and intranet. Service users, partners and stakeholders can also request this EIA in alternative formats if required.
Service users	✓	
Partners and stakeholders	✓	
Others	N/A	N/A
To ensure ease of access, what other communication needs/concerns are there?	N/A	N/A

■ **Step 9- Conclusion (to be completed and signed by the [Service Head](#))**

Please delete as appropriate
I agree with this assessment / action plan
If disagree, state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Service Head): Adrian Ward
Date: 15/05/2020

[Please send completed & signed assessment to Suzanne Kinder for publishing.](#)