

EQUALITY IMPACT ASSESSMENT (EIA) FORM

Appendix 2

Name of Policy:	Equality, Diversity & Inclusion Policy 2021-2024
Lead Officer (responsible for assessment):	Nicole Pema, HR Manager
Department:	HR
Others Involved in the Assessment (i.e. peer review, external challenge):	-
Date EIA Completed:	September 2020 (updated January 2021)

What is an Equality Impact Assessment (EIA)?

As part of any effective policy development process, it is important to consider any potential risks to those who will be affected by the policy's aims or by its implementation. The Equality Impact Assessment (EIA) process helps us to assess the implications of our decisions on the whole community, to eliminate discrimination, tackle inequality, develop a better understanding of the community we serve, target resources efficiently, and adhere to the transparency and accountability element of the Public Sector Equality Duty.

The word 'policy', in this context, includes the different things that the Council does. It includes any policy, procedure or practice - both in employment and service delivery. It also includes proposals for restructuring, redundancies and changes to service provision.

- (a) **What is the policy trying to achieve?** i.e. What is the aim/purpose of the policy? Is it affected by external drivers for change? What outcomes do we want to achieve from the policy? How will the policy be put into practice?

East Cambridgeshire District Council recognises the importance of equality, diversity and inclusion. We operate in an increasingly diverse community, and we understand that the people who provide and use our services have diverse characteristics and different experiences, needs and aspirations.

Understanding, valuing and effectively managing these differences ensures that our communities are places where people get on well together and prosper.

The Council acknowledges with concern the published data on increases in hate crimes and crimes towards people with protected characteristics under the Equalities Act 2010. The Council condemns all forms of discrimination against all protected characteristics, and commits to ensuring that every resident of the District is treated with respect, dignity and in an equal manner.

- The aims and principles underpinning our Equality, Diversity and Inclusion Policy are to:
- Meet the responsibilities placed on us by the equalities legislation, specifically, the Equality Act and the Public Sector Equality Duty.
 - Ensure that equality, diversity and inclusion issues influence decision making.
 - Identify what barriers people face and take steps to remove them.
 - Develop measures and actions to tackle discrimination.
 - Challenge discrimination against people who work for the Council or who use our services.
 - Raise staff awareness and understanding of these issues.

The Equality, Diversity and Inclusion Policy sets out the Council's commitment to an inclusive and supportive environment for staff, Members, contractors and visitors that is free from discrimination, where all are able to participate and where everyone has the opportunity to fulfil their potential. It promotes positive attitudes towards inclusivity and valuing diversity, and seeks to ensure that all who are subject to the Council's policies, practices and procedures are treated fairly.

The policy includes three objectives to help us become more inclusive. Underpinning each of these objectives is a set of actions and priorities that the Council will aim to follow to guide our work.

(b) Who are its main beneficiaries? i.e. who will be affected by the policy?

Local residents and businesses, community groups and associations, Council staff, Councillors, partner organisations and Parish Councils.

(c) Is the EIA informed by any information or background data (quantitative or qualitative)? i.e. consultations, complaints, applications received, allocations/take-up, satisfaction rates, performance indicators, access audits, census data, benchmarking, workforce profile etc.

The Equality, Diversity and Inclusion Policy and accompanying EIA is informed by the following:

- Local population data:
 - (1) Cambridgeshire Insight
 - (2) Office for National Statistics 2011 Census
 - (3) Office for National Statistics Survey on Sexual Orientation in the UK (2017)
 - (4) Gender Trust
- Public consultation responses
- Staff statistics and recruitment monitoring forms
- Home Office Diversity and Inclusion Strategy 2018-2025
- International Holocaust Remembrance Alliance (IHRA) definition of antisemitism
- Equality and Human Rights Commission guidance on the Equality Act 2010
- GOV.UK guidance on the Equality Act 2010
- The Council's Community Engagement Toolkit
- The Council's Corporate Plan
- Community Eyes and Ears Campaign
- The Council's Community Safety Plan

(d) Does this policy have the potential to cause a positive or negative impact on different groups in the community, on the grounds of any of the protected characteristics? (please tick all that apply)

Ethnicity	<input checked="" type="checkbox"/>	Age	<input checked="" type="checkbox"/>
Gender	<input checked="" type="checkbox"/>	Religion and Belief	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Sexual Orientation	<input checked="" type="checkbox"/>
Gender Reassignment	<input checked="" type="checkbox"/>	Marriage & Civil Partnership	<input checked="" type="checkbox"/>
Pregnancy & Maternity	<input checked="" type="checkbox"/>		

Please explain any impact identified: i.e. What do you already know about equality impact or need? Is there any evidence that there is a higher or lower take-up by particular groups? Have there been any demographic changes or trends locally? Are there any barriers to accessing the policy or service?

The Policy aims to have a **positive** impact across all of the protected characteristics, ensuring that we:

- a) Meet the responsibilities placed on us by the equalities legislation.
- b) Take equality and inclusion issues into account when making decisions.
- c) Identify what barriers people face and take steps to remove them.
- d) Develop measures and actions to tackle discrimination.

- e) Challenge discrimination against people who work for the Council or who use our services.
- f) Raise staff awareness and understanding of these issues.

The District of East Cambridgeshire has the smallest population of the five districts within Cambridgeshire, estimated at approximately 89,362.

The profile of the population is set out below:

Protected Characteristic	Variable	% of Population
a) Sex	Females	50.9
	Males	49.1
b) Age	0-14	18.6
	15-19	5.3
	20-24	4.2
	25-29	4.9
	30-34	5.9
	35-39	7
	40-44	6.7
	45-49	7.5
	50-54	7.5
	55-59	6.6
	60-64	5.8
	65-69	5.5
	70-74	5.5
	75-79	3.6
80-84	2.7	
85+	2.7	
c) Ethnic Group	White	96.2
	Mixed	1.4
	Asian	1.5
	Black	0.6
	Other	0.3
d) Religion	No religion	28.1
	Christian	62.3
	Muslim	0.4
	Buddhist	0.3
	Hindu	0.2
	Jewish	0.1
	Sikh	0.1
	Other	0.4
Not stated	8.1	
e) Disability	Yes	15.4
	No	84.6
f) Sexual Orientation	N/a	There is no data on sexual orientation in East Cambridgeshire because it was not included in the 2011 UK Census. However, an ONS Survey on Sexual Orientation in the UK (2017), estimates that 2% of the population is gay, lesbian or bisexual.
g) Gender Re-assignment		No local data is available on the transgender and transsexual community in East

			Cambridgeshire. The Gender Trust estimates that 1% of an organisation's employees and service users may be experiencing some degree of gender variance.
h)	Marriage and Civil Partnership	Single Married Civil Partnership Separated Divorced Widowed	27.1 54.9 0.3 2.4 8.7 6.6
i)	Pregnancy and Maternity ²	Dependents No Dependents	30 70

What the Council is already doing to meet our equality responsibilities:

- Providing accessible buildings and sites through dedicated disabled parking bays, ramps at entrances and exits, power assisted doors, accessible toilets, a hearing loop for people who are hearing impaired, and an accessible lift.
- Working alongside Living Sport to support sport opportunities for people with disabilities and special needs, so that everybody, regardless of disability or additional needs, can access sport or physical activity that suits them.
- Providing a range of leisure activities for the over 50s through the Mature and Active Programme to keep active and to maintain and improve their health and wellbeing.
- Promoting consultation and community engagement through the Council's Consultee Register.
- Providing translation services if a translation is required into another language or an alternative format, i.e. large print, Braille, audio cassette/CD: Translation Service
- Supporting the Cambridgeshire Equality Pledge with our local partners.
- Providing assisted collections to residents that are unable to put out their waste and recycling because of a serious long-term illness or disability.
- Providing a free of charge Clinical Waste collection service to collect and dispose of clinical waste which poses a threat of infection to humans.
- Offering assistance for Mandatory Disabled adaptations up to a maximum of £30,000 (subject to a test of resources): Disabled Adaptations
- Supporting and encouraging increased reporting of hate crime within the community at locations where victims of hate crime incidents feel safe and comfortable and specifically to extend the ways for victims of hate crime to access services through the development of 3rd party reporting centres. Currently in East Cambs there are two Hate Reporting Centres, one in Ely the other in Littleport. Our aim is to increase this to at least one Hate Reporting Centre in each Parish.
- Developing training packages for schools and businesses to prevent and deter hate crime/incidents by raising awareness of the impact of hate crime, consequences of perpetrating and building community cohesion across all communities. This will increase confidence in being able to report hate crime via the different methods available and raise awareness of local services that exist to protect and support victims and witnesses and challenge perpetrators.
- Providing advice and support for men and women affected by domestic violence (DV), including domestic abuse outreach sessions and a Domestic Violence Directory that lists contact details of organisations that can help individuals affected by this or those supporting people who are affected: Domestic Violence.

- Offering emergency refuge accommodation to women escaping abusive relationships through the Cambridge Women’s Aid Refuge (CWA) and providing 'move-on' accommodation in the community for those leaving refuge.
- Providing support through the Community Hubs sited in various villages around East Cambridgeshire. The hub will provide people with support and will cover a range of topics from homelessness, debt and benefits to mental health issues and problems with anti-social behaviour.
- Delivering training and awareness to the workplace and schools through the Community Eyes and Ears Scheme, in relation to: Radicalisation, Hate Crimes, Modern Slavery, Cyber Crime and Scams, Neglect and Abuse, Exploitation, Abuse, Dementia and Loneliness.
- Producing a Live Safe leaflet for migrant workers because the district is attracting people as a place to live and work from across the world. Migrants can experience a number of different issues when working and living in the district and this leaflet informs them of their rights and responsibilities.

(e) Does the policy have a differential impact on different groups?

YES/NO/Na

(f) Is the impact *adverse* (i.e. less favourable)?

YES/NO/Na

(g) Does it have the potential to disadvantage or discriminate unfairly against any of the groups in a way that is unlawful?

YES/NO/Na

(h) How have you engaged stakeholders in gathering evidence or testing the policy proposals? Who was involved, how and when where they engaged? Does the evidence show potential for differential impact? How will you mitigate any negative impacts? Where there is the potential for an adverse impact that cannot be addressed immediately, these should be highlighted in your recommendations and objectives at the end of the EIA.

A public consultation was launched in conjunction with National Inclusion Week. The consultation period ran from 28 September to 30 November 2020 to gather views on our new Equality, Diversity and Inclusion policy.

The opening of the consultation followed the agreement of the Finance and Assets committee on 24 September to progress into the consultation stage.

We approached approximately 60 voluntary and community groups and 35 Parish Councils to take part in the consultation.

* The Consultation Register is available to assist staff in consulting with the Council’s stakeholders.

(i) Summarise the findings of your research and/or consultation (please use a separate sheet if necessary).

The findings from the consultation have been summarised in separate table.

(j) What are the risks associated with the policy in relation to differential impact and unmet needs/requirements? i.e. reputation, financial, breach of legislation, service exclusion, lack of resources, lack of cooperation, insufficient budget etc.

Potential risks of the Equality, Diversity and Inclusion Policy 2021-2024:

- Failing to comply with equality duties and/or other equalities legislation.
- Compliance notices and/or enforcement action being taken by the Equality and Human Rights Commission.
- Insufficient staff and/or lack of cooperation to take forward the Policy's actions and priorities.
- Financial consequences of enforcement action/non-compliance.
- Financial consequences of discrimination/harassment claims.
- Impact on the Council's reputation if we are not perceived as an 'equal opportunities employer'.
- Risk of service exclusion if we do not know who are hard-to-reach groups are and how to engage with them.

(k) Use the information gathered in the earlier stages of your EIA to make a judgement on whether there is the potential for the policy to result in unlawful discrimination or a less favourable impact on any group in the community, and what changes (if any) need to be made to the policy.

Option 1:	No major change - the evidence shows that the policy is robust and no potential for discrimination.	✓
Option 2:	Adjust the policy - to remove barriers or to better promote equality.	
Option 3:	Continue the policy - despite potential for adverse impact or missed opportunity to promote equality, provided you have satisfied yourself that it does not unlawfully discriminate.	
Option 4:	Stop and remove the policy – if the policy shows adverse effects that cannot be justified.	

(l) Where you have identified the potential for adverse impact, what action can be taken to remove or mitigate against the potential for the policy to unlawfully discriminate or impact less favourably on one or more communities in a way that cannot be justified? Include key activities that are likely to have the greatest impact (max. 6). Identified actions should be specified in detail for the first year but there may be further longer term actions which need to be considered. To ensure that your actions are more than just a list of good intentions, include for each: the person responsible for its completion, a timescale for completion, any cost implications and how these will be addressed. It is essential that you incorporate these actions into your service plans.

Not applicable.

This completed EIA will need to be countersigned by your Service Lead/Director and forwarded to the HR Manager.

Signatures:

Completing Officer: Nicole Pema **Date:** 13/01/2021

Director: Emma Grima **Date:** 13/01/2021