

EQUALITY IMPACT ASSESSMENT (EIA) FORM

Name of Policy:	Equality, Diversity & Inclusion Policy 2020-2023
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:	July 2020

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.
- Join with the Government and other local authorities across the UK in adopting the internationally recognised International Holocaust Remembrance Alliance (IHRA) definition of antisemitism.
- 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
- 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
c) Ethnic Group	White	96.2
	Mixed	1.4
	Asian	1.5
	Black	0.6
	Other	0.3
	d) Religion	No religion
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	27.1
		Married	54.9
		Civil Partnership	0.3
		Separated	2.4
		Divorced	8.7
		Widowed	6.6
i)	Pregnancy and Maternity ²	Dependents	30
		No Dependents	70

As a Community Leader, the Council is actively promoting equality and inclusion in its role as a community leader, seeking to influence positive behaviour across the district and engaging with other organisations, by:

- Taking the lead and working in Partnership with the Police Action Against Hate Coordinator to run workshops county wide to explore hate jointly, while remaining a key member of the Hate Crime Strategic Group.
- 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.
- Improving information sharing between partner agencies and fostering joint working to increase community safety.
- 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.

As a service provider, the Council is actively promoting equality and inclusion in the access to, and delivery of, its services, this includes:

Housing and Community Safety

- Providing home visits and welfare checks offering advice and assistance to vulnerable people or people who are unable to visit the Council, this often includes hard-to-reach groups such as disabled residents, Travellers and migrant workers.
- 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](#). The Council's DV web pages include 'hide my

visit' icons to immediately redirect viewers to another website if they are interrupted and worried about their safety.

- 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 dedicated officers within the Council's Housing team to work closely with migrant workers and people suffering from domestic violence.
- Providing weekly support through the Community Hubs sited in various villages around East Cambridgeshire.
- Providing drop-in sessions for victims of DV.
- Delivering Community Safety Partnership work through the [Community Eyes and Ears Scheme](#) to the workplace and schools, delivering training and awareness in relation to: Radicalisation, Hate Crimes, Modern Slavery, Cyber Crime and Scams, Neglect and Abuse, Exploitation, Abuse, Dementia and Loneliness.
- Providing Third Party reporting centres as a confidential way to report everything from hate crime to domestic abuse.
- Providing market stall events for raising awareness on key issues affecting both adults and young people including drug and alcohol awareness, anti-social behaviour and signposting them to services and support.
- Producing a [Live Safe](#) leaflet for migrant workers in Polish, Portuguese, Lithuanian and English because the district is attracting people as a place to live and work from across the world and in particular from Eastern Europe. This is becoming an established pattern, which is supporting the local economy (particularly in agriculture) and meaning that East Cambridgeshire is becoming a more culturally diverse district. 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.
- Providing three caravan sites for travellers: Burwell (8 pitches) (this site is currently closed), Earith Bridge (13) and Wentworth (8).

Facilities and Open Spaces

- 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.
- Providing electrically powered scooters and manual wheelchairs to help people who have limited mobility to shop and use the other facilities in Ely, through the Ely Shopmobility Scheme. There is no charge for using the mobility aids but the service must be pre-booked.

Sports & Leisure

- The Council works 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 and their aspirations in sport. One of the main networks is the [Ability PLUS Group](#), the County Disability Sports Forum for Cambridgeshire and Peterborough. Anyone interested in disability sport can join the network.
- Providing disabled facilities at the Hive (the Council owned gym and swimming pool), including accessible parking, a poolside hoist to help people in and out of the pool, and accessible changing facilities.
- Providing a range of leisure activities for the over 50s through the Council's [Mature and Active Programme](#) to keep active and to maintain and improve their health and wellbeing.
- Offering [Heart Beat Health Walks](#) across the district for people who may be less active but who would like a healthier lifestyle. Walks are for up to 1 hour on routes accessible for wheelchairs and prams and are open to everyone of all abilities.
- Providing free bus travel across East Cambridgeshire through the Concessionary bus fare scheme (administered by Cambridgeshire County Council): [Concessionary Fares](#)

Community Services

- Promoting consultation and community engagement through the Council's [Consultee Register](#).
- Developing and promoting the [Community Engagement Toolkit](#).
- Providing the services of a professional translator if a translation is required into another language or an alternative format, i.e. large print, Braille, audio cassette/CD: [Translation Service](#)
- Providing online language translation on the [Council's website](#) into over 100 languages using the free page by page website translation service provided by the web browser. To activate, visit the browser's translation service and select the preferred language.
- Supporting the [Cambridgeshire Equality Pledge](#) with our local partners.

Regulatory Services

- 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). For those that are eligible, some are able to receive a grant to pay for the full cost of the adaptation, others may have to make a contribution towards the cost of the work (based on income and savings): [Disabled Adaptations](#)
- Delivering inclusive environments through the Council's planning processes. An 'inclusive' environment is one that can be properly accessed and used by everyone, seeking to remove barriers and open up access.

(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.

Subject to committee approval, further consultation will now take place with Councillors, local residents, community groups, partner organisations, parish councils and other associations on the updated Policy.

* 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).

This EIA will be updated to include the findings of the consultation if necessary.

(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 2020-2023:

- 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:** 08/07/2020

Director: Emma Grima **Date:** 08/07/2020