

Equality Impact Assessments: RBWM Revenue Investment and Growth Bids 2022/23

This document sets out the Equality Impact Assessments (EQIAs) developed to inform the decision-making process for the council’s 2022-2023 Budget, on Revenue Investment and Growth Bids.

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1. Commercial income budget reduction

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project	X	Service procedure	
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Responsible officer	Gary Ellis	Service area	Property Services	Directorate	Managing Director
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Stage 1: EqlA Screening (mandatory)	Date created: 31/08/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Pearse Head of Capital Projects and Asset Management, RBWM Property Company

Dated: 10/11/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.1 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

Reduction of Miscellaneous Income Target for Property Services team. 21-22 target assumed income from Siena Court despite the building being vacated on 31st March 2022

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Disability	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Gender re-assignment	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Marriage/civil partnership	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Pregnancy and maternity	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Race	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Religion and belief	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Sex	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Sexual orientation	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

2. Property repair and maintenance contingency

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project	X	Service procedure	
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Responsible officer	Gary Ellis	Service area	Property Services	Directorate	Managing Director
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Stage 1: EqIA Screening (mandatory)	Date created: 31/08/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Pearse Head of Capital Projects and Asset Management, RBWM Property Limited

Dated: 15/11/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
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- Fostering good relations between those with 'protected characteristics' and those without them.

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What are the "protected characteristics" under the law?

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What's the process for conducting an EqIA?

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Enforcement

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Stage 1 : Screening (Mandatory)

1.2 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

Increase in budget for miscellaneous costs attributed to RBWM's property holdings that so not form part of the commercial estate or the corporate estate.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as "Not Relevant".

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Marriage/civil partnership	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic
Pregnancy and maternity	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic
Race	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic
Religion and belief	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic
Sex	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic
Sexual orientation	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
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3. Building Services – unachievable income target

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project	x	Service procedure	
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Responsible officer	Gary Ellis	Service area	Property Services	Directorate	Managing Director
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Stage 1: EqIA Screening (mandatory)	Date created: 31/08/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Pearse Head of Capital Projects and Asset Management, RBWM Property Company

Dated: 10/11/2021

Guidance notes

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Enforcement

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Stage 1 : Screening (Mandatory)

What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

Income target for previous years set used incorrect figures – reduced number of schools buy back services following Academy conversion process.

What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

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Gender re-assignment	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Marriage/civil partnership	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Pregnancy and maternity	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Race	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Religion and belief	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Sex	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.
Sexual orientation	Not Relevant	None	None	There is nothing in the report which is considered to impact on this protected characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
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Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

4. Private rented sector officer

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project	x	Service procedure	
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Responsible officer	Emma Congerton	Service area	Housing, Environmental Health & Trading Standards	Directorate	Adults, Health & Housing
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Stage 1: EqlA Screening (mandatory)	Date created: 24/08/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Tracy Hendren

Dated: 31 August 2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

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What are the "protected characteristics" under the law?

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What's the process for conducting an EqIA?

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Enforcement

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Stage 1 : Screening (Mandatory)

1.3 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The objective of the Private Rented Sector (PRS) Officer is to assist households who are currently living in temporary accommodation under a homelessness duty to secure accommodation in the private rented sector. The benefits of this approach are a reduction in the use of temporary accommodation and the associated costs, a reduction in reliance on the housing register which is oversubscribed and the ability of homeless households to re-settle into their new settled homes much more quickly than if waiting for a social housing property to become available.

All households who are being accommodated in temporary accommodation are eligible for support by the PRS Officer and once the numbers of households in temporary accommodation have reduced, this support will be offered to those owed a prevention duty by RBWM.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these, 28,660 (20%) were 0-15, 91,823 (63%) were 16-65 and 24,077 (17%) were 65+.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Disability	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these residents, 34,850 (15%) reported a long-term health problem or disability which limited their day-to-day activities.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Gender re-assignment	Relevant	Low	Positive	<p>The 2021 Census topic consultation identified a need for gender identity data. There is limited data available at a local level about this protected characteristic for the population.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics</p>

Marriage/civil partnership	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these 60,863 (42%) residents were in a marriage. 264 residents were in a same-sex civil partnership (<1%).</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Pregnancy and maternity	Relevant	Low	Positive	<p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Limited data is available in relation to this particular protected characteristic however ONS provides that in 2016 (latest available data) there were 1757 live births where the child's mother stated she was usually resident in the Borough.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Race	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Ethnicity data from the 2011 Census indicates that the majority of people living in Windsor and Maidenhead describe themselves as White British (78%). The Black and Minority Ethnic (BME) population in the borough decreased slightly from 15% in 2001 to 14% in 2011. The largest BME group living in Windsor and Maidenhead in 2011 was Asian or Asian British (10%). There was also a growing number of people (7%) who classified themselves as 'Other White'.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>

Religion and belief	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. The 2011 census shows that 27% of residents identified as having no religion, 63% identified as Christian, 1% as Buddhist, 3% as Hindu, >1% as Jewish, 3% as Muslim 1% as Sikh and <1% as 'other.'</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Sex	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. 71,328 (49%) were males and 73,232 (51%) were female.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>
Sexual orientation	Relevant	Low	Positive	<p>The ONS advises that in 2011, 2% of the UK population identified themselves as lesbian, gay or (LGB). There is limited data available at a local level about this protected characteristic for the population.</p> <p>The PRS Officer will work with all households in temporary accommodation to assist them in securing suitable accommodation, including those with protected characteristics.</p>

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	N/A		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	N/A		

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5. VRU Coordinator

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Andy Aldridge	Service area	Communities	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 02/09/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): David V Scott

Dated: 02/09/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

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Stage 1 : Screening (Mandatory)

1.4 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

RBWM have recruited a new Violence Reduction Coordinator to lead our planning and preparations for The Police, Crime, Sentencing and Courts Bill 2021 (currently going through Parliament) which will introduce a Serious Violence Duty on all local authorities with effect from 2022. This Duty is anticipated to require relevant authorities to use a public health approach to formulate and evidence and then develop a joint strategy for tackling serious violence in their local area. RBWM is working with Thames Valley Police who are leading on this in our police force area. This appointment will coordinate local partnership working in RBWM to prepare for the Serious Violence Duty in collaboration with the other 8 local authorities in the Thames Valley and Thames Valley Police.

The violence reduction co-ordinator has been employed on a one-year funded post to assist with the reduction in violent crime across the borough working in partnership with organisations including Thames Valley Police. This is submitted in relation to the continuance of this post for a second year to maintain the projects which were started in the first year and consider and promote new initiatives as developed for this important security and safety role for the residents and visitors to the borough.

This work also links into the new Community Safety Partnership priorities that were agreed at the last CSP meeting held on 02/11/21, these being

- 1) Exploitation (Adults and Children)
- 2) Violence Reduction
- 3) Prevent and Channel
- 4) Local emerging Priorities (Water Safety ect)
- 5) VAWG (Violence Against Women & Girls)
- 6) Community Neighbourhood Priorities – Rural Crime, bike thefts, unauthorised encampments etc

The Co-ordinator will also work to establish a zero tolerance to Anti – Social Behaviour as depicted in the RBWM Corporate Plan.

What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			This change will not negatively affect this protected characteristic.
Disability	Not Relevant			This change will not negatively affect this protected characteristic.
Gender re-assignment	Not Relevant			This change will not negatively affect this protected characteristic.
Marriage/civil partnership	Not Relevant			This change will not negatively affect this protected characteristic.
Pregnancy and maternity	Not Relevant			This change will not negatively affect this protected characteristic.
Race	Not Relevant			This change will not negatively affect this protected characteristic.
Religion and belief	Not Relevant			This change will not negatively affect this protected characteristic.
Sex	Not Relevant			This change will not negatively affect this protected characteristic.
Sexual orientation	Not Relevant			This change will not negatively affect this protected characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	Not at this stage			
Does the strategy, policy, plan etc require amendment to have a positive impact?	Not at this stage			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

6. Paving Maintenance Cleaning

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Sarah Plowman	Service area	Neighbourhood Services	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 06/01/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Alysse Strachan

Dated: 15/11/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.5 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

This growth bid is for additional street cleaning in both Maidenhead and Windsor Town Centre. Currently under the street cleansing contract there are a few cleans. in place, however more are needed to fulfil the visits and demands on the towns centres. Without regular cleaning the town looks neglected and unkept, which leads to a negative perception of the town and a lack of funding from new businesses. More areas of granite paving are being installed due to developer S278 i.e. Berkshire House/Chapel Arches. In Windsor we have state visits and high profile visits (state visits/royal events) which require the Town to be looking its best.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

7. Section 81 works extra resource - self funding from year 2

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Sarah Plowman	Service area	Neighbourhood Services	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 06/01/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Alysse Strachan

Dated: 12/11/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.6 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

This revenue growth bid is for costs which incurred with any S81 notices which are served. We are incurring costs due to the signing and guarding being in place until the utility arrive to site, which we have no funds to cover. When we are fully resourced, we will be picking this up as an element of work to see what other options are available to us, however at present and going into 22/23 this is a pressure. Currently the contract doesn't allow for this additional cost within it, and the costs have to be recharged accordingly once a S81 notice is issued from Volker Highways, we serve notice to the utility provider to come to resolve the issue which has been flagged (for example a loose manhole cover, missing manhole cover etc) The utility legally have a time to attend site in to make good.

What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

8. Bus service support investment

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Chris Joyce	Service area		Directorate	
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Stage 1: EqIA Screening (mandatory)	Date created: 02/09/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Joyce

Dated: 02/09/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

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Stage 1 : Screening (Mandatory)

1.7 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the funding is to ensure bus services in the borough are retained at the current level as a platform to improve services in line with the national bus strategy and the ambitions of our own local transport plan and environment and climate strategy.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	Buses are used more per head of population by young people and older people. Any improvement in service would provide greater benefits to this group.
Disability	Relevant	Low	Positive	At present disabled users are underrepresented in terms of bus users. Enhanced partnerships and our bus service improvement plan may provide the opportunity to improve the experience for disabled users.
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Relevant	Low	Positive	Buses are used more per head of population by those from a non-white ethnicity. Any improvement in service would provide greater benefits to this group.
Religion and belief	Not Relevant			
Sex	Relevant	Low	Positive	Buses are used more per head of population by women. Any improvement in service would provide greater benefits to this group.
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

9. Laptop warranty extension - modern workplace devices

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Nikki Craig	Service area	Human Resources, Corporate Projects & IT	Directorate	Resources
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Stage 1: EqlA Screening (mandatory)	Date created: 15/10/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Nikki Craig

Dated: 31/10/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

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Stage 1 : Screening (Mandatory)

1.1 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the change is to put in place an extension of the current 3 year warranty with Dell for modern workplace laptop devices to 5 years.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

10. IT post - Technology Solutions Architect

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Nikki Craig	Service area	Human Resources, Corporate Projects & IT	Directorate	Resources
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Stage 1: EqIA Screening (mandatory)	Date created: 15/10/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Nikki Craig

Dated: 31/10/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

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Stage 1 : Screening (Mandatory)

1.2 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the request is to fund the recruitment of a Technology Solutions Architect to the IT team.

The role of Technology Solutions Architect would be to ensure a secure, consistent and robust approach to all IT designs and improve the resilience of the council's IT infrastructure whilst providing strategic technological insight to all services and working collaboratively with all teams when identifying suitable technology solutions for delivery of improved services.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as "Not Relevant".

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

11. Client Support Officers (2) -invest to save

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project	x	Service procedure	
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Responsible officer	Emma Congerton	Service area	Housing, Environmental Health & Trading Standards	Directorate	Adults, Health & Housing
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Stage 1: EqIA Screening (mandatory)	Date created: 24/08/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Tracy Hendren

Dated: 31/08/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

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- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

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What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

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Openness and transparency

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Enforcement

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Stage 1 : Screening (Mandatory)

1.3 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The Client Support Officers will provide support with budgeting and debt to residents who are in contact with Council services and who are experiencing financial difficulties. They will assist with general money management, arranging debt repayment plans, applying for relevant welfare benefits and supporting in court where this is unavoidable.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these, 28,660 (20%) were 0-15, 91,823 (63%) were 16-65 and 24,077 (17%) were 65+.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>
Disability	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these residents, 34,850 (15%) reported a long-term health problem or disability which limited their day-to-day activities.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>

Gender re-assignment	Relevant	Low	Positive	<p>The 2021 Census topic consultation identified a need for gender identity data. There is limited data available at a local level about this protected characteristic for the population.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>
Marriage/civil partnership	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these 60,863 (42%) residents were in a marriage. 264 residents were in a same-sex civil partnership (<1%).</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>
Pregnancy and maternity	Relevant	Low	Positive	<p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Limited data is available in relation to this particular protected characteristic however ONS provides that in 2016 (latest available data) there were 1757 live births where the child's mother stated she was usually resident in the Borough.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>

Race	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Ethnicity data from the 2011 Census indicates that the majority of people living in Windsor and Maidenhead describe themselves as White British (78%). The Black and Minority Ethnic (BME) population in the borough decreased slightly from 15% in 2001 to 14% in 2011. The largest BME group living in Windsor and Maidenhead in 2011 was Asian or Asian British (10%). There was also a growing number of people (7%) who classified themselves as 'Other White'.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>
Religion and belief	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. The 2011 census shows that 27% of residents identified as having no religion, 63% identified as Christian, 1% as Buddhist, 3% as Hindu, >1% as Jewish, 3% as Muslim 1% as Sikh and <1% as 'other.'</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>

Sex	Relevant	Low	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. 71,328 (49%) were males and 73,232 (51%) were female.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>
Sexual orientation	Relevant	Low	Positive	<p>The ONS advises that in 2011, 2% of the UK population identified themselves as lesbian, gay or (LGB). There is limited data available at a local level about this protected characteristic for the population.</p> <p>The Client Support Officers will work with any households referred to the service by the Housing Service, Optalis and Achieving for Children, and other services dependent upon capacity. Tailored support will be offered to those with protected characteristics.</p>

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	N/A		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	N/A		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

12. Housing benefit recovery officer and Property Inspector post - fully funded

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Louise Freeth	Service area	Revenue and Benefits	Directorate	Resources
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Stage 1: EqIA Screening (mandatory)	Date created: 28/01/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Louise Freeth

Dated: 28/01/2022

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.4 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the growth bid regarding invest to save within Revenues & Benefits is to enable income to be maintained, if not increased by adding 1 additional officer to each of the 2 areas of Housing Benefit Overpayment recovery and Property Inspection.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

13. Council Tax Senior - fully funded

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Louise Freeth	Service area	Revenues and Benefits	Directorate	Resources
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Stage 1: EqIA Screening (mandatory)	Date created: 28/01/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Louise Freeth

Dated: 28/01/2022

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.5 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the growth bid is to create a new position of a Council Tax Senior in order to reflect similar positions in Debt Recovery and Business Rates thereby ensuring further capacity supporting the aim of increasing the collection rate.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

14. R&B Control team single points of failure - fully funded

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Louise Freeth	Service area	Revenues and Benefits	Directorate	Resources
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Stage 1: EqIA Screening (mandatory)	Date created: 28/01/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Louise Freeth

Dated: 28/01/2022

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

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Enforcement

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Stage 1 : Screening (Mandatory)

1.6 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the growth bid regarding single points of failure within the Revenues & Benefits Control Team is to mitigate against the risk associated with having only 1 officer dealing with systems administration and 1 officer dealing with subsidy, quality checking and training.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

15. Cost of provision for open cases

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Lin Ferguson	Service area	Social Care & Early Help	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lin Ferguson

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

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Enforcement

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Stage 1 : Screening (Mandatory)

1.7 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the net full year projected costs of the current cohort of children and young people currently in Care and associated costs of legal counsel.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

16. Estimated future demand

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Lin Ferguson	Service area	Social Care & Early Help	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lin Ferguson

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

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Enforcement

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Stage 1 : Screening (Mandatory)

1.8 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the projected costs of the future cohort of children and young people currently not in Care.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

17. Workforce transformation

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Lin Ferguson	Service area	Social Care & Early Help	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lin Ferguson

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.9 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the reshaping of the Social Care workforce to optimise performance, recruitment and retention.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

18. Practice transformation

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	
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Responsible officer	Lin Ferguson	Service area	Social Care & Early Help	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lin Ferguson

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.10 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the need to retain Child Focused Domestic Abuse posts and refocusing of the Edge of Care Team; particularly following the impact of COVID-19.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

19. Lost income COVID

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Lin Ferguson	Service area	Social Care & Early Help	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lin Ferguson

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.11 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects premises costs as a result of the delays in reshaping the Community Hubs following and the reduction in receipts following changes in policy notice regulations.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

20. Increases in volume of children with additional needs

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Clive Haines	Service area	Education	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Clive Haines

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.12 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the increased pressures faced by the Children and Young People Disability Service.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Relevant	Low	Positive	Greater engagement with individuals in this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

21. Increased costs of compliance

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Lucy Kourpas	Service area	Business Services	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Lucy Kourpas

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.13 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The growth item reflects the increased operational cost of compliance including Access to Work, Information Governance, Safety & Premises Management and Insurance premiums.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

22. Local Enterprise Partnership (LEP)

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	
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Responsible officer	Chris Joyce	Service area	Infrastructure, Sustainability and Economic Growth	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 20/01/2022	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Joyce

Dated: 20/01/2022

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.14 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The funding is being provided by the council (alongside other Berkshire authorities) to ensure that the Local Enterprise Partnership can continue during 2022/23 financial year and beyond. This is as a result of changes to central Government funding and will allow the LEP to continue its programmes in relation to Economic Growth at a Berkshire level, which supports businesses and residents across the county. This will maintain the current service provision and therefore this particular funding will not impact the current situation for any protected groups. If the funding was not provided it could have a negative impact on certain groups if programmes were then withdrawn.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Disability	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Gender re-assignment	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Marriage/civil partnership	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Pregnancy and maternity	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Race	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Religion and belief	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Sex	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.
Sexual orientation	Not relevant			The proposals will maintain the current service provision and replaces central Government funding.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	Not at this stage			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

23. Communications Officer

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	*
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Responsible officer	Louisa Dean	Service area	Comms and Marketing	Directorate	Law and Strategy
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Stage 1: EqIA Screening (mandatory)	Date created: 19/01/22	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): LDean

Dated: 19.01.22

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

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Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

Stage 1 : Screening (Mandatory)

1.15 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

To recruit a senior comms officer who has the ability to communicate key messages regarding covid as well as key messages from the corporate plan ensuring that the community is kept updated. They will also be involved in behaviour change work around covid messaging and corporate communications messaging.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	This role would assist with engaging with a broad section of our community.
Disability	Not relevant			
Gender re-assignment	Not relevant			
Marriage/civil partnership	Not relevant			
Pregnancy and maternity	Not relevant			
Race	Not relevant			
Religion and belief	Not relevant			
Sex	Not relevant			
Sexual orientation	Not relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	No	Louisa Dean	
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	No	Louisa Dean	

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

24. Waste contract

Essential information

Items to be assessed: (please mark 'x')

Strategy	y	Plan		Project		Service procedure	x
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Responsible officer	Naomi Markham	Service area	Neighbourhood Services	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 12/11/21	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Alysse Strachan

Dated: 01/11/21

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

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What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

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Enforcement

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Stage 1 : Screening (Mandatory)

1.16 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The waste growth is to cover additional costs of providing waste and recycling services.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

25. Increase in Employers National Insurance from 2022/23

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Andrew Vallance	Service area	All	Directorate	All
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Stage 1: EqIA Screening (mandatory)	Date created: 09/11/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Andrew Vallance

Dated: 09/11/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

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- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

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What are the "protected characteristics" under the law?

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What's the process for conducting an EqIA?

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Stage 1 : Screening (Mandatory)

1.17 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

To align national insurance and contract costs with 1.25% increase in NIC from April 2022.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	None		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	None		

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

26. Grant changes

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	X
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Responsible officer	Clive Haines	Service area	Education	Directorate	Children's Services
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Stage 1: EqIA Screening (mandatory)	Date created: 08-11-2021	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Clive Haines

Dated: 08-11-2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

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Enforcement

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Stage 1 : Screening (Mandatory)

1.18 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

This item reflects a reduction in income as a result of Dedicated Schools grant reduction and other grant adjustments.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Disability	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Gender re-assignment	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Marriage/civil partnership	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Pregnancy and maternity	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Race	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Religion and belief	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sex	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.
Sexual orientation	Not Relevant			The Service focuses on the provision needed to meet whatever needs the young person has following assessment. There are no decisions relating to this characteristic.

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

27. RBWM Climate Partnership

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Chris Joyce	Service area	ISEG	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 02/09/2021	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Joyce

Dated: 02/09/2021

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

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- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

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What are the "protected characteristics" under the law?

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What's the process for conducting an EqIA?

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Enforcement

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Stage 1 : Screening (Mandatory)

1.19 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the RBWM Climate Partnership is to provide more visible leadership for communication, engagement and delivery of the Borough Wide Environment and Climate Strategy. It will allow the council to focus on delivering its own commitments and projects to reduce emissions and improve biodiversity on its own estate and land.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	Climate change is more likely to impact younger generations as they will experience any impacts of failure to act. The proposal will support delivery of the environment and climate strategy and its aim to be net zero by 2050 at the latest.
Disability	Not Relevant			
Gender re-assignment	Not Relevant			
Marriage/civil partnership	Not Relevant			
Pregnancy and maternity	Not Relevant			
Race	Not Relevant			
Religion and belief	Not Relevant			
Sex	Not Relevant			
Sexual orientation	Not Relevant			

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No			
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).