

**EQUALITY IMPACT ASSESSMENT – INITIAL SCREENING TEMPLATE (IST)**

Initial screening needs to take place for all new/revised Council policies. The word ‘policy’, in this context, includes the different things that the Council does. It includes any policy, procedure or practice - both in employment and service delivery. It also includes proposals for restructuring, redundancies and changes to service provision. This stage must be completed at the earliest opportunity to determine whether it is necessary to undertake an EIA for this activity.

<b>Name of Policy:</b>	Community Engagement Strategy
<b>Lead Officer (responsible for assessment):</b>	Lewis Bage, Communities and Partnerships Manager
<b>Department:</b>	Communities and Partnerships
<b>Others Involved in the Assessment (i.e. peer review, external challenge):</b>	
<b>Date Initial Screening Completed:</b>	05.06.2018

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

The Community Engagement Strategy (Appendix i) has been developed to ensure that all residents have the opportunity to engage with the Council and have their say regarding the services and resources that they need.

An Action Plan (Appendix ii) has been formulated which sets out how Council departments will ensure that effective engagement is in place. The principles identified in the strategy have been used in the Action Plan as to ensure that all actions undertaken contribute towards the aims of the strategy.

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

Residents, ECDC staff and members, parish councils, voluntary and community organisations, partners.

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

Consultation with external organisations and service leads, and research gathered from secondary sources (including other strategies and census information).

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

<p><b>Ethnicity</b></p> <p><b>Gender</b></p> <p><b>Disability</b></p> <p><b>Gender Reassignment</b></p> <p><b>Pregnancy &amp; Maternity</b></p>	<table border="1" style="border-collapse: collapse;"> <tr><td style="text-align: center;">x</td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;">x</td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> </table>	x		x			<p><b>Age</b></p> <p><b>Religion or Belief</b></p> <p><b>Sexual Orientation</b></p> <p><b>Marriage &amp; Civil Partnership</b></p> <p><b>Caring Responsibilities</b></p>	<table border="1" style="border-collapse: collapse;"> <tr><td style="text-align: center;">x</td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> </table>	x				
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**Please explain any impact identified:** i.e. What do you already know about equality impact or need? Is there any evidence that there is a higher or lower take-up by particular groups? Have there been any demographic changes or trends locally? Are there any barriers to accessing the policy or service?

The Strategy identifies a range of forecasted trends affecting groups that may be affected by the strategy including people in new communities, older people and ethnic minority groups.

- |   |           |
|---|-----------|
| <b>(e) Does the policy affect service users or the wider community?</b>   | YES/NO/Na |
| <b>(f) Does the policy have a significant effect on how services are delivered?</b>   | YES/NO/Na |
| <b>(g) Will it have a significant effect on how other organisations operate?</b>  | YES/NO/Na |
| <b>(h) Does it involve a significant commitment of resources?</b>   | YES/NO/Na |
| <b>(i) Does it relate to an area where there are known inequalities, e.g. disabled people's access to public transport etc?</b> | YES/NO/Na |

If you have answered **YES** to any of the questions above, then it is necessary to proceed with a full equality impact assessment (EIA). If the answer is **NO**, then this judgement and your response to the above questions will need to be countersigned by your Head of Service and then referred to the Council's Equal Opportunities Working Group (EOWG) for scrutiny and verification. Please forward completed and signed forms to the Principal HR Officer.

**Signatures:**

**Completing Officer:**     *Lewis Bage*     **Date:**     *05.06.2018*    

**Director:**     *Emma Grima*     **Date:**     *12.06.2018*