# Equality Impact Assessment (EQIA) Screening Form – V2 Template – November 2024

A successful EQIA screening will look at 5 key areas:

1. **Identify the Policy, Project, Service Reform or Budget Option to be assessed.**

A clear definition of what is being screened and its aims.

1. **Gathering Evidence and Stakeholder Engagement**

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups).

1. **Assessment and Differential Impacts**

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level.

1. **Outcomes, Action, and Public Reporting**

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publicly reported.

1. **Monitoring, Evaluation and Review**

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

## Section 1: Identify the Policy, Project, Service Reform or Budget Option

|  |  |
| --- | --- |
| **Name of the Policy, Project, Service Reform or Budget Option to be screened** | Community Engagement |
| **Reason for change in Policy or Policy Development** | Annual Review |
| **List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option** | The council’s community safety team conducts community engagement to link with the residents of Fenland and deliver the objectives of the council and Community Safety Partnership (CSP).The engagements are linked to the police crime calendar (seasonal trends) and the key themes of the Fenland CSP.This assessment also links with the objectives from the Office of the Police & Crime Commissioner. |
| **Name of officer completing assessment (signed and date)** | Rosie Cooke Community Safety & Projects Officer24/12/2024 |
| **Assessment verified by (signed and date)** |  12/02/2025  |

|  |
| --- |
| **If applicable, please provide further details about the name and description of policy being analysed***Briefly summarise the policy including any key information such as aims, context etc.; note timescales and milestones for new policies; use plain language – NO JARGON; refer to other documents if required.*Planning for Community Engagements includes:* Working with statutory and third sector partners to gain knowledge of the local demographic and their needs.
* Speaking with residents who attend and listening to their feedback regarding the events and what they would find useful.
* Working with partners through CSP, statutory partners and third sector to provide a range of information and support to residents.
* Delivering engagement events in varied locations/times to provide wider access to engagement events for residents.
* Provision of translated material that reflect target groups as well as wider Fenland community.
* The engagement events support and information is free for Fenland residents to access.
* Venues chosen for accessibility to welcome all Fenland residents as standard,
* Any discriminatory language or practices are not accepted by partners or participants and will be challenged.
 |

## Section 2: Gathering Evidence and Stakeholder Engagement

The best approach to find out if a policy, etc. is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

**Reminder** – protected characteristics include age, disability, race and/or ethnicity, religion or belief (including lack of belief), gender, gender reassignment, sexual orientation, marriage and civil partnership, pregnancy and maternity.

|  |  |  |
| --- | --- | --- |
| **Name any research, data, consultation or studies referred to for this assessment** | **State if this reference refers to one or more of the protected characteristics**  | **Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.** |
| **Community Safety Survey**CSP partners are invited to review the question content of the community safety survey before this is approved for use. This ensures we gather a wide range of experience and understanding in canvassing local residents and the areas of concern they can feedback back on. Customers are invited to feedback about issues and concerns that directly impact them or their community. This data is compiled on a bi-annual basis and shared with the FCSP and Fenland residents. Please find copy of the questionnaire in our EIA pack. |  | Identified concerns were fed back to Neighbourhood Policing Team (NPT’s), Fenland District Council (FDC) and other appropriate partners to provide support in dealing with issues raised by the complainant. The survey results are shared with CSP partners and a summary published on the CSP website. |
|  |  |  |
|  |  |  |

|  |
| --- |
| **If applicable, please provide further Information about stakeholder engagement or detail used for customer analysis***Note relevant consultation; who took part and key findings; refer to, or attach other documents if needed; include dates where possible*The community safety communication plan is reviewed bi-annually to ensure relevance and effectiveness. This is audited by internal systems. |

## Section 3: Assessment and Differential Impacts

Use the table below to provide some narrative where you think the Policy, Project, Service Reform or Budget Optionhas either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

Please note that:

* a Positive Impact could benefit an equality group and a negative impact could disadvantage an equality group
* for reasons of brevity race is not an exhaustive list – please edit the list if appropriate to reflect the complexity of other racial identities
* a definition of disability under the Equality Act 2010 is available on the [gov.uk website](https://www.gov.uk/definition-of-disability-under-equality-act-2010)
* there are too many faith groups to provide a list, therefore, please input the faith group e.g., Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts

| **Protected Characteristic** | **Specific Characteristics** | **Positive Impact** | **Neutral** | **Negative Impact** | **Socio Economic/Human Rights Impacts** |
| --- | --- | --- | --- | --- | --- |
| Sex or Gender | Women  |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications. |
|  | Men |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Transgender |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Race | White  |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Mixed or Multiple Ethnic Groups | Provision of translated services.Events are advertised in community centres used by Mixed or Multiple Ethnic Groups | **X** | No negative impact identified | Signposting to support with benefits or cost of living applications |
|  | Asian |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | African |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Caribbean or Black |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Other Ethnic Group |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Disability | Physical disability | Accessible venues used as standard. | **X** | No negative impact identified | Signposting to support with benefits or cost of living applications |
|  | Sensory Impairment (e.g. sight, heading) | Accessible venues usedPromotional material is screened by comms to ensure this meets accessibility in this area. | **X** | No negative impact identified | Signposting to support with benefits or cost of living applications |
|  | Mental health | Support and signposting provided. | **X** | No negative impact identified | Signposting to support with benefits or cost of living applications |
|  | Learning disability | Support and signposting provided. | **X** | No negative impact identified | Signposting to support with benefits or cost of living applications |
| LGBTQ+ | Lesbians |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Gay Men |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Bisexual |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Age | Older people (60+) |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Younger people (18-25) |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Children (0-16) |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Marriage and Civil Partnership | Women |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Men |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
|  | Lesbians |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Pregnancy and Maternity | Women |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |
| Religion and belief | See below |  | **X** | No negative impact identified  | Signposting to support with benefits or cost of living applications |

|  |  |
| --- | --- |
| Summary of Protected Characteristics most impacted | Mixed or Multiple Ethnic Groups, where language can be a barrier to accessing services. |
| Summary of Socio-Economic impacts |  |
| Summary of Human Rights impacts |  |
| Summary Explanation of the scoring against the protected characteristics | Where English is not the first language and this impact on the customers experience of reporting, we provided translation services to support the customer. |

## Section 4: Outcomes, Actions and Public Reporting

|  |  |
| --- | --- |
| **Screening Outcome** | **Yes, No or not at this stage** |
| Was a significant level of negative impact arising from the project, policy or strategy identified? | No |
| Does the project, policy or strategy require to be amended to have a positive impact? | No  |
| Does a Full Impact Assessment need to be undertaken? | No |

|  |
| --- |
| **If applicable, please state the overall outcome of the assessment, impacts and customer analysis** |

## Section 5: Monitoring outcomes, evaluation and review

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Service responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been taken to mitigate impacts.

|  |  |
| --- | --- |
| Arrangements for Monitoring | Annually or in response to local need/changes to legislation.  |
| Timing of the current review  | Community Safety EIA – annually |
| Next scheduled review | 15/12/2025 |

|  |
| --- |
| Planning for Community Engagements includes:* Working with statutory and third sector partners to gain knowledge of the local demographic and their needs.
* Working with partners through CSP, statutory partners and third sector to provide a range of information and support to residents.
* Delivering engagement events in varied locations/times to provide wider access to engagement events for residents.
* Provision of translated material that reflect target groups as well as wider Fenland community.
 |

|  |
| --- |
| **If applicable, please provide details of any supporting data/ research linked to monitoring arrangements** (both FDC & Partners)**:**Community Safety Partnership consultation and feedbackFSCP Action Sex Discrimination Act 1975Equalities act 2010Race Relations Act 1976Disability Discrimination Act 1995 Plan  |

## Legislation

**Equality Act (2010) – the Equality Act 2010 (Specific Duties)**

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of race, sex, being a transsexual person (transsexuality is where someone is changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law), sexual orientation (whether being lesbian, gay, bisexual or heterosexual), disability (or because of something connected with their disability), religion or belief, having just had a baby or being pregnant, being married or in a civil partnership and age.