

Template for recording an Equality Impact Assessment (EqIA)

EqIA guidance can be found at [https://sstaffsgovuk.sharepoint.com/sites/TheCore/SitePages/Equality-%26-Diversity\(1\).aspx](https://sstaffsgovuk.sharepoint.com/sites/TheCore/SitePages/Equality-%26-Diversity(1).aspx)

Service:	Person responsible for the assessment:	Date EqIA completed:
Policy	Kevin Hubery	Updated 26 th February 2024

PART A - Identification

1	Title or name of proposal	Council Plan 2024-28
2	The commencement date of the proposal and approval e.g., CLT, Cabinet, Committee, Council	Council will approve the Council Plan 21 st March The Council Plan will come into effect in April 2024
3	What are the aims, objectives, and purpose of the proposal?	<p>Priorities: Economic growth Sustainable environment Empowering our communities Financial stability</p> <p>Vision – a place of vibrant communities Place where people want to live and aspire to live Retaining our natural environment Supporting/creating a healthy and active aging population Housing mix & affordability</p> <p>Purpose: The Council Plan frames the priorities for South Staffordshire Council.</p>
4	Status of the proposal	<p><input checked="" type="checkbox"/> New proposal/</p> <p><input type="checkbox"/> Existing proposal</p> <p>Date Last Reviewed:</p>
5	Are there any other functions, policies or services which might be linked with this one for the purposes of this exercise?	Council Plan underpins all services of South Staffordshire Council
6	Who is it intended to affect or benefit (the target population):	All residents of South Staffordshire

PART B - Evidence, Research and Stakeholder Engagement

7	List relevant examples of data (qualitative and quantitative) or any consultation information	Data from a variety of sources has been used to produce related documents – the Place Narrative and Locality
---	---	--

	available that will enable the impact assessment to be undertaken	<p>Profiles – which inform the priorities of the Council Plan. The data includes equality characteristic data.</p> <p>Service data is captured and reported regularly to monitor service performance, inform service improvement and changes. This contributes toward the design and development of services.</p> <p>A survey and extensive community engagement was undertaken as part of the development work on the Council Plan. Equality characteristic data on respondents to the questionnaire was captured.</p> <p>A formal consultation on a draft of the Plan will be undertaken early in 2024.</p>	
8	Evidence from the data from Question 7 of any feedback or complaints against the service/policy/procedure on grounds of potential or perceived discrimination <ul style="list-style-type: none"> • <i>Who was consulted on this proposal?</i> • <i>How has the proposal been explained to those who would be directly or indirectly affected by it?</i> • <i>What outcome(s) are meant to be achieved from this proposal?</i> • <i>What factor(s) could contribute to the outcome(s)?</i> • <i>What factor(s) could detract from the outcome(s)?</i> 	<p>Questionnaire survey was undertaken in October / November 2023.</p> <p>Formal consultation on draft Council Plan to be undertaken early in 2024.</p>	
9	Does your proposal link with other proposals to have a cumulative negative affect on particular equality groups?	Yes/ No	If yes, give details
		No	

PART C – Assessment and Differential Impacts

Within this table, state whether the policy or function will have a positive or negative impact across the protected characteristics and provide any comments, reason, and evidence to support this.

What is the effect of the change on each characteristic – tick one				Reason		Action* Required
	Positive impact	Negative impact*	Neutral	Explanation of impact analysis	Is this likely to be unlawful?	Yes / No
Age Young People (up to 18) 18-50, 50 – 65, 65+			X	While there is not expected to be a differential impact on any age groups in the implementation of the		

				<p>Council Plan, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.</p> <p>Note that the survey undertaken in October / November 2023 had a relatively low response from people aged under 35 years old and a very low response from people aged 18-24. It is difficult to determine from the survey what the priorities of this younger part of the population are.</p> <p>It is important to note that South Staffordshire's population is older relative to the national population; this is likely to be reflected in local needs and therefore the priorities in the Council Plan. Older age groups – particularly the 65-74 age group – were highly represented in the Resident's Survey and the 75+ age group response was broadly in line with the population</p>		
Disability Visual impairment Hearing impairment Physical impairment Learning impairment Mental Health Other impairments			X	<p>While there is not expected to be a differential impact on people with disabilities in the implementation of the Council Plan, survey work, consultation and on-going monitoring may identify issues which will need to</p>		

				be considered as they arise.		
Gender reassignment Transitioned Transitioning Non-Binary			X	While there is not expected to be a differential impact people who have reassigned their gender in the implementation of the Council Plan, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		
Marriage & Civil Partnership Marriage Civil Partnership			X	While there is not expected to be a differential impact on those who are married / are in a civil partnership in the implementation of the Council Plan, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		
Pregnancy and Maternity Pregnancy Maternity (Period after birth) Adoption			X	While there is not expected to be a differential impact on women who are pregnant, on maternity leave or adopting, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		
Race Ethnicity, National Origin Asylum Seeker/Refugees Gypsies & Travellers Migrants, Other			X	While there is not expected to be a differential impact on people from minority		

				<p>ethnic or national origins nor refugees, Gypsies and Traveller and migrants, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.</p> <p>It is worth noting that South Staffordshire's population from ethnic and national minorities is relatively small, but has seen some growth between the 2011 and 2021 Censuses. This may indicate some change in local needs to be considered.</p> <p>The Census 2021 recorded 195 people in South Staffordshire identifying as Gypsy or Irish travellers. This number is relatively high at 0.18% of the total population compared to Staffordshire County (0.07%), the West Midlands Region (0.11%) and England (0.12%).</p>		
Religion or Belief Buddhists, Christians, Hindus, Jews, Muslims, Sikhs, Others Belief e.g., Humanists Non-Belief			X	<p>While there is not expected to be a differential impact on people of faith and no faith, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.</p>		

Sex Female, Male, Non-Binary				While there is not expected to be a differential impact on people of different sexes, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		
Sexual Orientation Lesbian, Gay, Bi-Sexual			X	While there is not expected to be a differential impact on people of different sexual orientations, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		
Other lone parents, carers, unemployed			X	While there is not expected to be a differential impact on lone parent families, carers or unemployed people, survey work, consultation and on-going monitoring may identify issues which will need to be considered as they arise.		

PART D – Outcomes, Action, and Public Reporting

What Justifiable Action Does the Evidence, Engagement and Consultation Suggest You Take?

	Description	Yes / No
A	No Major Change Required When no potential for discrimination or adverse impact is identified and all opportunities to promote equality have been taken.	Yes
B	Adjustments needed to remove barriers or to better promote equality Are you satisfied that the proposed adjustments would remove the barriers identified?	No
C	Continue despite possible adverse impact For important relevant proposals, compelling reasons will be needed. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact.	NA
D	Stop and rethink your proposal Actual or potential unlawful discrimination is identified; the proposal will need reviewing immediately.	No

PART E – Monitor Evaluate and Review

Action and Monitoring Plan - where the assessment in Part C & D indicates a potential negative impact, how will this be reduced or mitigated to reduce impact moving forwards?

Conclusions Reached About Potential Impact		
Possible Impact	Group(s) Affected	Evidence
Impact Identified	Action	Responsibility
Timescale	Expected Outcomes	Review Date

PART F – To be completed by Equality Service Group

Date Reviewed	Name of Representatives involved in Review (min of 3). If less than 3 please explain what exceptional circumstances apply
General Comments <ul style="list-style-type: none"> - Recognised that younger age group may not see their priorities met due to poor response rate from hard-to-reach group. - Assessment doesn't state whether there is a positive, negative or neutral impact on these groups. - Formal consultation taking place early 2024. Has this taken place yet? Hard to answer question 8 before this takes place. - How is the Council Plan communicated to people with visual disabilities? We also still have asylum seekers in the area with probable language barriers. 	
Recommendations	
Publish Results <input type="checkbox"/> Carry out further impact assessment, if yes state the review date and ensure this is diarised for action <input type="checkbox"/>	Specific Recommendations to Consider:
<p>Confirm that the recommendations have been actioned or explain why if any cannot be actioned.</p> <p>In response to the points raised above:</p> <p>Further work is required in order to identify priorities of younger people as the general resident's survey is not generating a response.</p> <p>The "impact" assessment has been marked as neutral against all protected characteristics as it is difficult to determine from the Council Plan whether there is going to be a differential impact on any group with protected characteristic. Survey work, consultation and on-going monitoring during implementation of specific actions may identify issues which will need to be considered as they arise and recorded in further impact assessments.</p>	

In relation to communicating with people with visual disabilities, the Council website ReciteMe functionality can assist in reading documents. This functionality can also assist with translating into other languages.

Remove the red prompt questions and this text and then send the form to your Corporate Director/Assistant Director to review and sign,

Part G – Corporate Director/Assistant Director Approval

- I am satisfied with the results of this EqIA.
- I have seen the Councils Equality Schemes or Equality Action Plan and am satisfied with the contribution it can make.

Approved

Corporate Director/Assistant Director Signature:

Date:

Once signed the author of the EqIA should attach it to the report.

Please send a copy to Thomas Reynolds, Performance & Customer Insight Manager requesting that the EqIA is published on our internal equality site.

Where the EqIA relates to a member report the EqIA should be sent to Member Support at the same time as issuing your report to ensure it is on the CMIS system prior to the Cabinet/Committee/Council meeting.

If the EqIA relates to an Individual Decision, please ensure that the EqIA is attached to the report.