

**Consolidated Pack of EIAs  
Place and Community Directorate  
Budget Savings 2023/24  
Scrutiny Meeting 7/12/2022**

The following pages contain the EIA assessments of the proposals being put forward by the Place and Community Directorate. Below is an index of each proposal and the pages on which the EIA for each proposal appears.

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## EQUALITY IMPACT ASSESSMENT TEMPLATE

**PLEASE ENSURE YOU READ THE GUIDANCE NOTES BEFORE COMPLETING THIS TEMPLATE**

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

**SUMMARY RAG RATING**

The outcome of this EIA has been assessed to be: (delete as applicable – see Appendix A)	
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**SECTION 1:**

<b>Title</b>	<b>PL-2324-01 - Reduce staff costs in Planning Development</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	The £100k saving proposed will be achieved by replacing 3 planning consultants employed through Matrix (agency staff) with 2 appropriately paid SBC permanent staff. Agency staff will be invited to apply to become permanent staff.
Date sent to Finance	30.6.22
Version number and date of update	V3 – 21 November 2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	3 external consultant posts to be replaced by 2 permanently recruited staff posts. 2 external consultants currently in post 1 is male and 1 is female	
	Ethnicity	Both externals are white	
	Disability	none	
	Sexual orientation	unknown	

	Age	Both aged 50+	
	Religion or belief	Unknown	
	Gender Identity		
	Pregnancy/Maternity	None	
	Marriage/Civil Partnership	Unknown	
<b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b>	N/A		
<b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or</i></b>	N/A		

*there may be some form of direct or indirect discrimination occurring.*

**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>1</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	Impact is on two interim(agency) staff and not on service users

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed. SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
<b>Gender</b>	Men							
	Women							
<b>Race</b>	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/Black British							
	Gypsies / travellers							
	Other ethnic group							
<b>Disability</b>	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								



**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-02 - Adopt Fortnightly Waste Collections</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p><b><u>Proposed Waste Collection Service Changes:</u></b></p> <p>The Council currently provides a collection of weekly residual waste, fortnightly recycling and fortnightly garden waste (with no annual subscription fee) from kerbside properties that have a wheeled bin(s). The service costs around £6m per year. The Council’s recycling rate for 20/21 was 26.5% and has now increased to 26.7% a marginal increase based on the published data compared to 44% for the national average, Slough was placed 323 out of 338 authorities in 20/21 so has a long way to go to improve its standing. During 2021 the Government consulted on changes to the Environment Act which included under waste and recycling more responsibilities for increasing recycling rates and reduction to landfill sites.</p> <p>In November 2021 the Environment Act received Royal Assent however some of the proposals consulted upon before achieving Royal Assent did not materialise in the primary legislation, notably Waste Collection Authorities are not yet required to provide separate food waste collections or separate paper and card collections (fibre collections) and can still charge for garden waste collections.</p>

	<p>To support the Environment Act and also deliver an increase in recycling rates plus further cost saving efficiencies the council is now proposing to align with neighbouring authorities and move to fortnightly collections of refuse and of dry recyclables. This EIA proposes to identify key groups that are affected by both proposals and the relevant mitigation to support the affected groups.</p> <p>The financial savings as a result of these efficiencies will be in the region of £705k /annum</p> <p>The wider benefit of the fortnightly collections will be to increase the recycling rates as well as reduce our expenditure for material being sent for disposal at the Energy from Waste Plant.</p>
Date sent to Finance	04/11/2022
Version number and date of update	V3 – 16/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<p><b>2.1</b></p>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	All	No
	Ethnicity	All	Not directly but larger families who live in Slough will face some problems moving from weekly to fortnightly collections due to the number of people in the household.
	Disability	All	No
	Sexual orientation	All	No
	Age	All	No

	Religion or belief	All	No
	Gender Identity	All	No
	Pregnancy/Maternity	All	Yes
	Marriage/Civil Partnership	All	No
<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	No		
<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	No		

2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?				
	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>2</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

<sup>2</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

	<p><b>If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.</b></p> <ul style="list-style-type: none"> <li>- A detailed EIA was included in the Cabinet Paper reviewed by Scrutiny in September 2022 and agreed by Cabinet in October 2022.</li> </ul>
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<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	A detailed EIA has been undertaken due to the nature of the service changing and the impact on specific households with large numbers of family members under one household. Families with newborn’s/toddlers are likely to have an impact due to number of disposable nappies used.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men					✓		
	Women					✓		
Race	White					✓		
	Mixed/Multiple ethnic groups				✓		The impact of fortnightly collections could lead to larger households not being able to manage the amount of waste being generated and therefore resulting in environmental impacts. It is proposed that these households subject to confirmation will be provided with larger 240ltr bins (households currently receive 180ltr bins)	
	Asian/Asian British				✓			
	Black/African/Caribbean/Black British				✓			
	Gypsies / travellers				✓			
	Other ethnic group				✓			
Disability	Physical					✓		
	Sensory					✓		
	Learning Difficulties					✓	A detailed Comm’s Plan will be rolled out and from this information circulated to support easy to understand collections.	
	Learning Disabilities				✓			
	Mental Health					✓		



Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual					✓		
<b>Age</b>	Older people (50+)					✓		
	Younger people (16 - 25)					✓		
	Children (under 16 )					✓		
<b>Gender Reassignment</b>						✓		
<b>Impact due to pregnancy/maternity</b>					✓		Families with newborn's/toddlers are likely to have an impact due to number of disposable nappies used. This can be dealt with on exception basis with larger bins being provided.	
<b>Groups with particular faiths and beliefs</b>						✓		
<b>People on low incomes</b>						✓		

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	Roll out Comm’s Plan	Ethnic groups/Larger households	Improve information about recycling	TBC	Kate Pratt	Feb ‘23		
	Roll out Comm’s Plan	People with Learning Difficulties	Improve information about recycling and easy to understand graphics	TBC	Kate Pratt	Feb ‘23		
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-03 - Chalvey HWRC Management Fee</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	Charge RBWM a HWRC Management fee for their share of the costs to provide a HWRC at Chalvey
Date sent to Finance	TBC
Version number and date of update	V3 – 21/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	All	No
	Ethnicity	All	No
	Disability	All	No
	Sexual orientation	All	No
	Age	All	No
	Religion or belief	All	No
	Gender Identity	All	No
	Pregnancy/Maternity	All	No
	Marriage/Civil Partnership	All	No

<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	<p>No</p>
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<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	<p>No</p>
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**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>3</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>3</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

- N/A

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	A detailed EIA is not required as there are no impacts on residents. The cost implication is to be passed on to the waste service at RBWM.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								



**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-04 - Borough Wide Controlled Parking Zones</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>The parking team to roll out a programme of Controlled Parking Zones (CPZs) instead of waiting restrictions as part of the Local Transport Plan Parking Strategy (Supplementary Strategy Document) approved by Cabinet</p> <p>The additional income is based on each street having a resident permit scheme which will generate £75/permit. Each zone will have between 400-600 properties some zones may be higher or lower in respect of properties. The number of visitor vouchers will also increase, and the remaining income will come from PCN's for non-compliance.</p>
Date sent to Finance	04.08.2022
Version number and date of update	V4 – 21/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	n/a	
	Ethnicity	n/a	
	Disability	n/a	
	Sexual orientation	n/a	
	Age	n/a	
	Religion or belief	n/a	
	Gender Identity	n/a	
	Pregnancy/Maternity	n/a	
	Marriage/Civil Partnership	n/a	

<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	<p>N/a</p>
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<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	<p>N/a</p>
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**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>4</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>4</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	<p>While it is possible that in some circumstances low-income families with one car may be affected by the introduction of a CPZ's/Resident Permit schemes, some will have access to off-street parking and therefore can mitigate against any financial impact by parking on their property. Each CPZ scheme includes a consultation, and this provides the opportunity to understand issues and provide mitigations where possible before implementation.</p> <p>Disabled users will not be affected by this proposal and are already exempt providing they apply for disabled bays if no off-road parking is available.</p>

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical					✓	Disabled users will not be affected by this proposal and are already exempt providing they apply for disabled bays if no off-road parking is available	
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>					✓		It is possible that in some circumstances low-income families may be affected with the introduction of CPZ's/Resident Permit schemes.	

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							



## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-06 - Stop Bus Subsidy Service 4-5-6</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>It is proposed to remove supported bus service funding from operators that are not able to make the service 4, 5 and 6 commercially viable to make a £160k saving.</p> <p>The 4,5 and 6 bus services will continue to be provided by the two operators and therefore residents and users will still be able to receive a public transport service.</p> <p>At certain times of day, evenings, weekends and public holidays there will be an effect on service provision however, officers have negotiated with Heathrow and the remaining operators to reduce the impact by running revised routes to support the public</p> <p>The disbenefit will be to residents who use these services during the periods where the operators are not able to make it viable to operate.</p>
Date sent to Finance	30/06/2022
Version number and date of update	V3 – 16/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;"><b>Equality Characteristic</b></th> <th style="width: 25%;">Current or expected make up of service users</th> <th style="width: 30%;">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td>Gender</td> <td>All</td> <td>No</td> </tr> <tr> <td>Ethnicity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Disability</td> <td>All</td> <td>No</td> </tr> <tr> <td>Sexual orientation</td> <td>All</td> <td>No</td> </tr> <tr> <td>Age</td> <td>All</td> <td>Yes</td> </tr> <tr> <td>Religion or belief</td> <td>All</td> <td>No</td> </tr> <tr> <td>Gender Identity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Pregnancy/Maternity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Marriage/Civil Partnership</td> <td>All</td> <td>No</td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	All	No	Ethnicity	All	No	Disability	All	No	Sexual orientation	All	No	Age	All	Yes	Religion or belief	All	No	Gender Identity	All	No	Pregnancy/Maternity	All	No	Marriage/Civil Partnership	All	No
<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
Gender	All	No																															
Ethnicity	All	No																															
Disability	All	No																															
Sexual orientation	All	No																															
Age	All	Yes																															
Religion or belief	All	No																															
Gender Identity	All	No																															
Pregnancy/Maternity	All	No																															
Marriage/Civil Partnership	All	No																															

**2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.**

There are some groups which include the elderly and those who have disabilities who could be affected by this proposal. The proposals consist of only specific hours where the affected services are not commercially viable to run due to the small numbers of fee-paying passengers.

**2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.**

N/A

**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>5</sup> people (consider different types of physical, learning or mental disabilities)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>5</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	<p>The 4,5 and 6 bus services will continue to be provided by the two operators and therefore residents and users will still be able to receive a public transport service.</p> <p>At certain times of day, evenings, weekends and public holidays there will be an effect on service provision however, officers have negotiated with Heathrow and the remaining operators to reduce the impact by running revised routes to support the public</p> <p>The disbenefit will be to residents who use these services during the periods where the operators are not able to make it viable to operate.</p>

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men					✓		
	Women					✓		
Race	White					✓		
	Mixed/Multiple ethnic groups					✓		
	Asian/Asian British					✓		
	Black/African/Caribbean/Black British					✓		
	Gypsies / travellers					✓		
	Other ethnic group					✓		
Disability	Physical				✓		Disabled/Elderly will be the most affected however alternative routes are being planned that do not require financial support from the Council	
	Sensory							
	Learning Difficulties					✓		
	Learning Disabilities					✓		
	Mental Health					✓		


Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual					✓		
<b>Age</b>	Older people (50+)				✓		Disabled/Elderly will be the most affected however alternative routes are being planned that do not require financial support from the Council	
	Younger people (16 - 25)					✓		
	Children (under 16 )					✓		
<b>Gender Reassignment</b>						✓		
<b>Impact due to pregnancy/maternity</b>						✓		
<b>Groups with particular faiths and beliefs</b>						✓		
<b>People on low incomes</b>						✓		

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	Ongoing demand will be monitored and the position reassessed should this increase and warrant any change							
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-07 - Government Tapering of Concessionary Fares</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>In common with all other local transport authorities, Slough Borough Council has a statutory duty both to offer a concession to elderly and disabled residents as part of the English National Concessionary Travel Scheme, and to reimburse bus operators for carrying these passengers.</p> <p>Currently the numbers of concessionary passengers is significantly reduced compared to pre-Covid. If this trend continues, LTAs will be able to make savings on concessionary travel reimbursement. It is forecasted that SBC will be able to save £300,000 on its current budget.</p>
Date sent to Finance	15/07/2022
Version number and date of update	V3 – 22/11/2022



**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
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<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
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Religion or belief	All	No																															
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<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</b></p>	<p>There are some groups which include the elderly and those who have disabilities who could be affected by this proposal. The proposals consist of reducing payments to bus operators who could be affected if various operators reduce the service as a result of the reduced payments being made.</p>			
<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</b></p>	<p>N/A</p>			
<p><b>2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</b></p>				
	<p><b>None</b></p>	<p><b>Positive</b></p>	<p><b>Negative</b></p>	<p><b>Not sure</b></p>
<p>Men or women</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Disabled<sup>6</sup> people (consider different types of physical, learning or mental disabilities)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>People of particular sexual orientation/s</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>People in particular age groups (consider in particular children, under 21s and over 65s)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Impact due to pregnancy/ maternity</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>6</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	At this moment it is not possible to determine whether the operator will reduce their services as a result of any proposed reduced payment system.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men					✓		
	Women					✓		
Race	White					✓		
	Mixed/Multiple ethnic groups					✓		
	Asian/Asian British					✓		
	Black/African/Caribbean/Black British					✓		
	Gypsies / travellers					✓		
	Other ethnic group					✓		
Disability	Physical					✓		
	Sensory					✓		
	Learning Difficulties					✓		
	Learning Disabilities					✓		
	Mental Health					✓		

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual					✓		
<b>Age</b>	Older people (50+)					✓		
	Younger people (16 - 25)					✓		
	Children (under 16 )					✓		
<b>Gender Reassignment</b>						✓		
<b>Impact due to pregnancy/maternity</b>						✓		
<b>Groups with particular faiths and beliefs</b>						✓		
<b>People on low incomes</b>						✓		

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	Not applicable							
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-20 - Improve Trade Waste Business</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>The DSO has built a Trade Waste service. We can't compete on price - our USP (unique selling point) is fairness and reliability – we tend to pick up customers who have suffered a poor experience from a previous provider.</p> <p>All our customers must contribute surplus, we must not undercut the commercial market.</p> <p>Trade waste growth has been incremental based on the last two years of data and we anticipate that this will continue and as such we can increase income by a further £10k.</p>
Date sent to Finance	04/11/2022
Version number and date of update	V2 – 22/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	N/A	No
	Ethnicity	N/A	No
	Disability	N/A	No
	Sexual orientation	N/A	No
	Age	N/A	No
	Religion or belief	N/A	No
	Gender Identity	N/A	No
	Pregnancy/Maternity	N/A	No
	Marriage/Civil Partnership	N/A	No



<p><b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></p>	No																																								
<p><b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></p>	No																																								
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<sup>7</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

- N/A

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	A detailed EIA is not required as there are no impacts on residents. This is an income generation target against Commercial Companies.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-22 - Increase Charges for Parking Permits</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>The parking team are rolling out a programme of Controlled Parking Zones (CPZs) instead of waiting restrictions as part of the Local Transport Plan Parking Strategy (Supplementary Strategy Document) approved by Cabinet</p> <p>We need to increase permit fees for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> resident permits to help fund the increased activity required of the team without drawing on the General Fund.</p>
Date sent to Finance	05.08.2022
Version number and date of update	V4 – 22/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"><b>Equality Characteristic</b></th> <th style="width: 30%;">Current or expected make up of service users</th> <th style="width: 30%;">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td>Gender</td> <td>All</td> <td>No</td> </tr> <tr> <td>Ethnicity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Disability</td> <td>All</td> <td>No</td> </tr> <tr> <td>Sexual orientation</td> <td>All</td> <td>No</td> </tr> <tr> <td>Age</td> <td>All</td> <td>Yes</td> </tr> <tr> <td>Religion or belief</td> <td>All</td> <td>No</td> </tr> <tr> <td>Gender Identity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Pregnancy/Maternity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Marriage/Civil Partnership</td> <td>All</td> <td>No</td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	All	No	Ethnicity	All	No	Disability	All	No	Sexual orientation	All	No	Age	All	Yes	Religion or belief	All	No	Gender Identity	All	No	Pregnancy/Maternity	All	No	Marriage/Civil Partnership	All	No
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Religion or belief	All	No																															
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Marriage/Civil Partnership	All	No																															

**2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.**

The elderly will be affected if they are on basic state pensions together with households on low incomes. Larger households may be disproportionately affected. Families with children may be disproportionately affected. There is currently no policy that provides discretion for these categories, and these will need to be considered in a review of the terms and conditions of the permits by Cabinet taking account of the statutory framework and benchmarking data before implementation of these increased charges.

Disabled users will not be affected by this proposal providing they apply for disabled bays if no off-road parking is available.

**2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.**

N/a

**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>8</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>8</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.



People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	<p>The elderly will be affected if they are on basic state pensions together with households on low incomes. Larger households may be disproportionately affected. Families with children may be disproportionately affected. There is currently no policy that provides discretion for these categories, and these will need to be considered in a review of the terms and conditions of the permits by Cabinet taking account of the statutory framework and benchmarking data before implementation of these increased charges.</p> <p>Disabled users will not be affected by this proposal providing they apply for disabled bays if no off-road parking is available.</p>

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
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Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								

<p><b>People on low incomes</b></p>				<p>✓</p>	<p>The elderly will be affected if they are on basic state pensions together with households on low incomes. Larger low-income households may be disproportionately affected. Low-income families with children may be disproportionately affected. There is currently no policy that provides discretion for these categories e.g. by means of a concession scheme, and these will need to be considered in a review of the terms and conditions of the permits by Cabinet taking account of the statutory framework and benchmarking data before implementation of these increased charges.</p> <p>A discretionary 1<sup>st</sup> permit at a lower rate may be possible with higher costs if those households then apply for a second permit. This would be in keeping with other local authorities.</p> <p>Disabled users will not be affected by this proposal providing they apply for disabled bays if no off-road parking is available.</p>	
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**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-23 - Streetworks Section 50 licences</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	To increase section 50 license fees.  The Permits Team will generate further income to cover costs for the Local Authority.  No group will be affected as this is a commercial transaction.
Date sent to Finance	04.08.2022
Version number and date of update	V2 – 04/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	n/a	
	Ethnicity	n/a	
	Disability	n/a	
	Sexual orientation	n/a	
	Age	n/a	
	Religion or belief	n/a	
	Gender Identity	n/a	
	Pregnancy/Maternity	n/a	
	Marriage/Civil Partnership	n/a	

<p><b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></p>	N/a			
<p><b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></p>	N/a			
<p><b>2.4</b> Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</p>				
	<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>9</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>9</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.



People of particular faiths and beliefs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	The income comes from Commercial companies not from affected groups.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-24 - Streetworks Road Closure fees</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	To increase section road closure charges for third parties to cover the Permit Team operating costs including legal and adverts.
Date sent to Finance	05.08.2022
Version number and date of update	V2 – 04/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<p><b>2.1</b></p>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1"> <thead> <tr> <th data-bbox="507 779 874 925"><b>Equality Characteristic</b></th> <th data-bbox="879 779 1190 925">Current or expected make up of service users</th> <th data-bbox="1195 779 1506 925">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td data-bbox="507 931 874 1016">Gender</td> <td data-bbox="879 931 1190 1016">n/a</td> <td data-bbox="1195 931 1506 1016"></td> </tr> <tr> <td data-bbox="507 1023 874 1108">Ethnicity</td> <td data-bbox="879 1023 1190 1108">n/a</td> <td data-bbox="1195 1023 1506 1108"></td> </tr> <tr> <td data-bbox="507 1115 874 1200">Disability</td> <td data-bbox="879 1115 1190 1200">n/a</td> <td data-bbox="1195 1115 1506 1200"></td> </tr> <tr> <td data-bbox="507 1207 874 1292">Sexual orientation</td> <td data-bbox="879 1207 1190 1292">n/a</td> <td data-bbox="1195 1207 1506 1292"></td> </tr> <tr> <td data-bbox="507 1299 874 1384">Age</td> <td data-bbox="879 1299 1190 1384">n/a</td> <td data-bbox="1195 1299 1506 1384"></td> </tr> <tr> <td data-bbox="507 1391 874 1476">Religion or belief</td> <td data-bbox="879 1391 1190 1476">n/a</td> <td data-bbox="1195 1391 1506 1476"></td> </tr> <tr> <td data-bbox="507 1482 874 1568">Gender Identity</td> <td data-bbox="879 1482 1190 1568">n/a</td> <td data-bbox="1195 1482 1506 1568"></td> </tr> <tr> <td data-bbox="507 1574 874 1659">Pregnancy/Maternity</td> <td data-bbox="879 1574 1190 1659">n/a</td> <td data-bbox="1195 1574 1506 1659"></td> </tr> <tr> <td data-bbox="507 1666 874 1751">Marriage/Civil Partnership</td> <td data-bbox="879 1666 1190 1751">n/a</td> <td data-bbox="1195 1666 1506 1751"></td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	n/a		Ethnicity	n/a		Disability	n/a		Sexual orientation	n/a		Age	n/a		Religion or belief	n/a		Gender Identity	n/a		Pregnancy/Maternity	n/a		Marriage/Civil Partnership	n/a	
<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
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Ethnicity	n/a																																
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<p><b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></p>	N/a			
<p><b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></p>	N/a			
<p><b>2.4</b> Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</p>				
	<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>10</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>10</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	The income comes from Commercial companies not from affected groups.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**



**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-25 - Transport and Highways Grant Swap</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>Expenditure currently undertaken through revenue budgets has been identified that can be aggregated into a programme of works and focused on addressing the replacement of infrastructure assets on a componentisation basis, hence can be categorised as capital in nature. This removes expenditure from the revenue budget (creating a saving), whilst the expenditure when capitalised can then be financed using the DfT capital grant.</p> <p>There is no impact to residents or employees</p>
Date sent to Finance	30/06/2022
Version number and date of update	V2 – 22/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;"><b>Equality Characteristic</b></th> <th style="width: 25%;">Current or expected make up of service users</th> <th style="width: 30%;">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td>Gender</td> <td>All</td> <td>No</td> </tr> <tr> <td>Ethnicity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Disability</td> <td>All</td> <td>No</td> </tr> <tr> <td>Sexual orientation</td> <td>All</td> <td>No</td> </tr> <tr> <td>Age</td> <td>All</td> <td>No</td> </tr> <tr> <td>Religion or belief</td> <td>All</td> <td>No</td> </tr> <tr> <td>Gender Identity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Pregnancy/Maternity</td> <td>All</td> <td>No</td> </tr> <tr> <td>Marriage/Civil Partnership</td> <td>All</td> <td>No</td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	All	No	Ethnicity	All	No	Disability	All	No	Sexual orientation	All	No	Age	All	No	Religion or belief	All	No	Gender Identity	All	No	Pregnancy/Maternity	All	No	Marriage/Civil Partnership	All	No
<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
Gender	All	No																															
Ethnicity	All	No																															
Disability	All	No																															
Sexual orientation	All	No																															
Age	All	No																															
Religion or belief	All	No																															
Gender Identity	All	No																															
Pregnancy/Maternity	All	No																															
Marriage/Civil Partnership	All	No																															

<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	<p>There are no protected groups affected by this proposal</p>
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<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	<p>There are no protected groups affected by this proposal</p>
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**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>11</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>11</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	This is a technical accounting exercise there is no impact to residents or employees.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men					✓		
	Women					✓		
Race	White					✓		
	Mixed/Multiple ethnic groups					✓		
	Asian/Asian British					✓		
	Black/African/Caribbean/ Black British					✓		
	Gypsies / travellers					✓		
	Other ethnic group					✓		
Disability	Physical					✓		
	Sensory					✓		
	Learning Difficulties					✓		
	Learning Disabilities					✓		
	Mental Health					✓		



Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual					✓		
<b>Age</b>	Older people (50+)					✓		
	Younger people (16 - 25)					✓		
	Children (under 16 )					✓		
<b>Gender Reassignment</b>						✓		
<b>Impact due to pregnancy/maternity</b>						✓		
<b>Groups with particular faiths and beliefs</b>						✓		
<b>People on low incomes</b>						✓		

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	Not applicable							
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

Title	<b>PL-2324-36 - Green waste collection charges</b>
What are you analysing? <ul style="list-style-type: none"> <li>What is the policy/project/activity/strategy looking to achieve?</li> <li>Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>What results are intended?</li> </ul>	<p>Introduce a charge of £50 per year per 240L green wheeled bin for the collection of garden waste over 50 weeks (break for 2 weeks over Christmas). The 50-week period would start on the 1 November each year. The first year will commence on Tuesday 1 November 2022</p> <p>The new chargeable service will reduce overheads for green waste collection and disposal.</p> <p>There are 28,000 current subscribers who not paying but it is expected that between 40-50 of them will pay for the new service.</p> <p>Those affected are likely to be residents on low incomes</p> <p>This decision was agreed at Cabinet on 18 July 2022.</p>
Date sent to Finance	04/11/2022
Version number and date of update	V2 – 22/11/2022

### SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<p><b>2.1</b></p>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																	
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<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a</i></b></p>	<p>No</p>																																	

*disproportionate impact on this group even if it is a universal service.*

**2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.** No

**2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?**

	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>12</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>12</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People on low incomes*	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.</b></p> <p><b>If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.</b></p> <p>- A detailed EIA has been included in the Cabinet paper which will be submitted to Cabinet in July.</p>				

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	A detailed EIA has been undertaken due to the nature of the service changing and the impact on specific households with low incomes. The Council will still provide free tipping of green waste at its Chalvey Depot.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men					✓		
	Women					✓		
Race	White					✓		
	Mixed/Multiple ethnic groups					✓		
	Asian/Asian British					✓		
	Black/African/Caribbean/Black British					✓		
	Gypsies / travellers					✓		
	Other ethnic group					✓		
Disability	Physical					✓		
	Sensory					✓		
	Learning Difficulties					✓	A detailed Comm’s Plan will be rolled out and from this information circulated to support easy to understand collections.	
	Learning Disabilities					✓		

	Mental Health					✓		
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Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual					✓		
<b>Age</b>	Older people (50+)					✓		
	Younger people (16 - 25)					✓		
	Children (under 16 )					✓		
<b>Gender Reassignment</b>						✓		
<b>Impact due to pregnancy/maternity</b>						✓		
<b>Groups with particular faiths and beliefs</b>						✓		
<b>People on low incomes</b>					✓		The Chalvey HWRC will still be available for those residents to tip for free Green Waste.	

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	Roll out Comm’s Plan	Low Income households	Improve information about options	TBC	Kate Pratt	September '22		
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-37 - Highways maintenance works reduced</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	The experience of the last 18 months, working under a regime of only ordering routine carriageway and footway repairs work where it is essential/emergency maintenance leads us to the view, based on 21/22 outturns, that a reduction of the routine repairs budget of £100k for 23/24 should be achievable.
Date sent to Finance	04.08.2022
Version number and date of update	V3 – 22/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<p><b>2.1</b></p>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
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<p><b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></p>	N/a			
<p><b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></p>	N/a			
<p><b>2.4</b> Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</p>				
	<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>13</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>13</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	The reduction in maintenance does not affect any group as maintenance works will continue but not to the standard that residents have been used to.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
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Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								




**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-38 - All Leisure Services posts to be externally funded</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	<p>All the posts within Leisure Services (Active Communities Officer and Senior Active Communities Behaviour Change Officer) are supported by external grants except £20,000 of salary costs which has been general fund. In 2023/24 this £20k will be taken from the project budget (Public Health Grant) meaning less 3rd party coaches will be commissioned to deliver small projects (R4412 C032 A1740 (projects) – the current budget is £49,100 and if £20,000 saving offered this will reduce to £29,100 for leisure project work 23/24.) The team will continue to seek out sports related grants to backfill this reduction in project funding.</p> <p>This will continue to allow the Council to deliver community-based sport/leisure/physical activity programmes to residents which will be free/low cost to them. This will benefit all residents, but particularly those who are currently inactive and suffering from associated health and welfare problems linked to inactivity.</p>
Date sent to Finance	6/10/2022
Version number and date of update	V3 – 22/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																							
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Sexual orientation	Not collected	Slough population Heterosexual: 95.2% Homosexual: 0.6% Bisexual: 0.6% Other: 0.4% Don't know/refuse: 3.1%																						
Age	40% adults 30% 16 – 18 yrs 30% under 16	Slough population 24% under 15 77% over 15																						
Religion or belief	Muslim: 43% No religion: 15% Prefer not to say: 13% Hindu: 11% Don't know: 8% Christian: 4% Sikh: 2% Jewish: 2%	Slough population Buddhist 0.5% Christian 41.2% Hindu 6.2% Jewish 0.1% Muslim 23.3% Other religion 0.3% Sikh 10.6%																						

	Gender Identity	Not collected	Unknown		
	Pregnancy/Maternity	Not collected	Unknown		
	Marriage/Civil Partnership	Not collected	Unknown		
<b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i>	<p>British Asian/Asian, Black British/Black, Mixed ethnicity groups have been categorised together as an over-arching group Black Asian Mixed Ethnicity (BAME) and this group is overrepresented for service users vs general Slough population data.</p> <p>Residents who describe themselves as having a disability are over-represented in service user data.</p> <p>Residents describing themselves as having a Muslim faith, Hindu faith are over-represented in service user data.</p>				
<b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i>	<p>White/White British ethnic group is underrepresented in service users vs general Slough population data.</p> <p>Residents describing themselves as having a Sikh faith are underrepresented in service users vs general Slough population.</p>				
<b>2.4</b>	<b>Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</b>				
		<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
	Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Disabled <sup>14</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>14</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	This will continue to allow the Council to deliver community-based sport/leisure/physical activity programmes to residents which will be free/low cost to them. This will benefit all residents, but particularly those who are currently inactive and suffering from associated health and welfare problems linked to inactivity.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
<b>Gender</b>	Men							
	Women							
<b>Race</b>	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
<b>Disability</b>	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							



## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>HP-2324-40 - Reduce spend on repairs and maintenance at Corporate Buildings</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	To reduce the Planned Preventative Maintenance regime to the minimum practicable level. Savings can be achieved by realigning the frequency of the task & measuring breakdown spend against the cost of PPM  To only carry out essential repairs. This may mean that some items stay out of order providing that it is safe to do so.
Date sent to Finance	30.06.2022
Version number and date of update	V3 – 23/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;"><b>Equality Characteristic</b></th> <th style="width: 35%;">Current or expected make up of service users</th> <th style="width: 30%;">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td>Gender</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Ethnicity</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Disability</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Sexual orientation</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Age</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Religion or belief</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Gender Identity</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Pregnancy/Maternity</td> <td>All</td> <td>N/A</td> </tr> <tr> <td>Marriage/Civil Partnership</td> <td>All</td> <td>N/A</td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	All	N/A	Ethnicity	All	N/A	Disability	All	N/A	Sexual orientation	All	N/A	Age	All	N/A	Religion or belief	All	N/A	Gender Identity	All	N/A	Pregnancy/Maternity	All	N/A	Marriage/Civil Partnership	All	N/A
<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
Gender	All	N/A																															
Ethnicity	All	N/A																															
Disability	All	N/A																															
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Age	All	N/A																															
Religion or belief	All	N/A																															
Gender Identity	All	N/A																															
Pregnancy/Maternity	All	N/A																															
Marriage/Civil Partnership	All	N/A																															

<p><b>2.2</b> Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></p>	N/a			
<p><b>2.3</b> Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></p>	N/a			
<p><b>2.4</b> Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</p>				
	None	Positive	Negative	Not sure
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>15</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>15</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	As the current PPM & Repairs would only affect the fabric of the buildings & our changes would not make any building unsafe/compliant for the staff & stakeholders of the borough.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	<b>Action Required</b>	<b>Equality Groups Targeted</b>	<b>Intended outcome</b>	<b>Resources Needed</b>	<b>Name of Lead, Unit &amp; Contact Details</b>	<b>Completion Date (DD/MM/YY)</b>	<b>RAG</b>	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>HP-2324-41 - Reduce spend on cleaning at Corporate Buildings</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	To reduce the specification for cleaning at our corporate buildings while maintaining a sufficiently hygienic environment so reducing costs.
Date sent to Finance	23/11/2022
Version number and date of update	V3 – 23/11/2022



**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li><i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li><i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>		
	<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?
	Gender	N/A	
	Ethnicity	N/A	
	Disability	N/A	
	Sexual orientation	N/A	
	Age	N/A	
	Religion or belief	N/A	
	Gender Identity	N/A	
	Pregnancy/Maternity	N/A	
	Marriage/Civil Partnership	N/A	

<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	N/a																																								
<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	N/a																																								
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<sup>16</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	Cleaning of Buildings will be maintained to ensure good hygiene.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
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Race	White							
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	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	<i>Enter additional rows if required</i>							

## EQUALITY IMPACT ASSESSMENT TEMPLATE

### SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
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### SECTION 1:

<b>Title</b>	<b>PL-2324-42 - Corporate Contract Efficiencies</b>
What are you analysing? <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit? Are any specific groups targeted by this decision?</li> <li>• What results are intended?</li> </ul>	Reduce spend on Corporate contracts relating to buildings
Date sent to Finance	23.11.2022
Version number and date of update	V3 – 23/11/2022

**SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?**

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

<b>2.1</b>	<p><b>Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal</b></p> <ul style="list-style-type: none"> <li>• <i>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes.</i></li> <li>• <i>Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal</i></li> </ul>																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"><b>Equality Characteristic</b></th> <th style="width: 35%;">Current or expected make up of service users</th> <th style="width: 35%;">Over-represented or Under-represented relative to overall size in local population?</th> </tr> </thead> <tbody> <tr> <td>Gender</td> <td>n/a</td> <td></td> </tr> <tr> <td>Ethnicity</td> <td>n/a</td> <td></td> </tr> <tr> <td>Disability</td> <td>n/a</td> <td></td> </tr> <tr> <td>Sexual orientation</td> <td>n/a</td> <td></td> </tr> <tr> <td>Age</td> <td>n/a</td> <td></td> </tr> <tr> <td>Religion or belief</td> <td>n/a</td> <td></td> </tr> <tr> <td>Gender Identity</td> <td>n/a</td> <td></td> </tr> <tr> <td>Pregnancy/Maternity</td> <td>n/a</td> <td></td> </tr> <tr> <td>Marriage/Civil Partnership</td> <td>n/a</td> <td></td> </tr> </tbody> </table>			<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?	Gender	n/a		Ethnicity	n/a		Disability	n/a		Sexual orientation	n/a		Age	n/a		Religion or belief	n/a		Gender Identity	n/a		Pregnancy/Maternity	n/a		Marriage/Civil Partnership	n/a	
<b>Equality Characteristic</b>	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?																															
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<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.</i></b></p>	N/a			
<p><b>2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.</i></b></p>	N/a			
<p><b>2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative?</b></p>				
	<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity (including refugees, asylum seekers, migrants and gypsies and travellers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled <sup>17</sup> people (consider different types of physical, learning or mental disabilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of particular sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider in particular children, under 21s and over 65s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact due to pregnancy/ maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>17</sup> Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

People of particular faiths and beliefs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People on low incomes*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			

**\*People with in some equality groups are more likely to be on low incomes ( e.g. single parents ( mainly women), people with disabilities, some ethnic minority groups etc). This is especially important when you are looking at fees, charges and access to services.**

**If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.**

<b>2.5</b>	<b>Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	The savings required are across the corporate contractors & suppliers.

**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed.**

**SECTION 3: ASSESSING THE IMPACT**

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.



Protected Group		Positive impact?			Negative impact? If so, please specify the nature and extent of that impact	No specific impact	If the impact is negative how can it be mitigated? Please specify any mitigation measures and how and when they will be implemented	What , if any, are the cumulative effects of this decision when viewed in the context of other Council decisions and their equality impacts
		Eliminate discrimination	Advance equality	Good relations				
Gender	Men							
	Women							
Race	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
Disability	Physical							
	Sensory							
	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations				
<b>Sexual Orientation</b>	Lesbian, gay men, bisexual							
<b>Age</b>	Older people (50+)							
	Younger people (16 - 25)							
	Children (under 16 )							
<b>Gender Reassignment</b>								
<b>Impact due to pregnancy/maternity</b>								
<b>Groups with particular faiths and beliefs</b>								
<b>People on low incomes</b>								

**SECTION 4: ACTION PLAN**

<p><b>4.1</b></p> <p>Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.</p> <p><i>Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.</i></p> <p><b>NB. Add any additional rows, if required.</b></p>								
	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG	
	<i>Enter additional rows if required</i>							

**Appendix A****Equality Impact Assessment Decision Rating Guide****PLEASE SEE PAGE 1 FOR THE RATING OF EACH PROPOSAL**

<b>Decision</b>	<b>Action</b>	<b>Risk</b>
As a result of performing the EIA, there is a risk that a disproportionately negative impact (direct, indirect, unintentional or otherwise) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. It is not clear if mitigating actions are possible.	<b>Further advice should be taken</b>	<b>Red</b> 
As a result of performing the EIA, there is a risk that a disproportionately negative impact (as described above) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. However, this risk may be removed or reduced by implementing mitigating actions.	<b>Proceed pending agreement of mitigating action</b>	<b>Amber</b> 
As a result of performing the EIA, the proposal does not appear to have any disproportionate negative impact on people who share a protected characteristics or anticipated impacts will be either positive or neutral.	<b>Proceed</b>	<b>Green:</b> 