

Equality Impact Assessment (EQIA) Screening Form – FDC Estate Management – December 2024

A successful EQIA screening will look at 5 key areas:

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

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

2. Gathering Evidence and Stakeholder Engagement

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

3. Assessment and Differential Impacts

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

4. Outcomes, Action and Public Reporting

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

5. Monitoring, Evaluation and Review

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

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

Name of the Policy, Project, Service Reform or Budget Option to be screened	FDC Estates Work Programme
Reason for change in Policy or Policy Development	N/A
List main outcome focus and supporting activities of the Policy, Project, Service	Please see the details above about the service area being screen.

Reform or Budget Option	
Name of officer completing assessment (signed and date)	Bill Tilah 17/12/2024
Assessment verified by (signed and date)	

If applicable, please provide further details about the name and description of policy being analysed

Briefly summarise the policy including any key information such as aims, context etc; note timescales and milestones for new policies; use plain language – NO JARGON; refer to other documents if required

Fenland District Council is an owner of land and property. Fenland District Council has a policy/programme for managing our estates and assets. There is also a programme for disposing and acquiring land and property.

Section 2: Gathering Evidence and Stakeholder Engagement

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

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

Name any research, data, consultation or studies referred to for this assessment	State if this reference refers to one or more of the protected characteristics	Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.

Please see the text box section below about stakeholder engagement and customer analysis.		

If applicable, please provide further Information about stakeholder engagement or detail used for customer analysis

Note relevant consultation; who took part and key findings; refer to, or attach other documents if needed; include dates where possible

lease also refer to the section of this document below about research and data.

The Main Stakeholders

Fenland District Council - several internal teams and corporate team
 Parish and Town Councils
 Land Agents/Surveyors/ Solicitors
 Councillor's
 Landowners/Developers/House builders
 Community groups
 General public
 People wanting to purchase land, new & existing tenants.

Consultation Information

Consultation and engagement is undertaken on an ongoing and continuous basis. It is heavily influenced by external factors such as other land owners. It will however vary at all times depending on the nature of what needs to be discussed and in terms of the specific land or property that is being discussed. Examples of this type of consultation and engagement are as follows:

- Attend meetings and engage with stakeholders where the Council has a land holding interest. This allows us to understand the views and needs of these stakeholders and for them to understand our requirements and perspective
- Liaise with a community group for them to obtain a lease on our land or property for a peppercorn rent. This will include negotiations and discussion to try and reach agreement concerning such a proposal.
- Where land is to be disposed of, an agent will represent the Council's interests. They will promote the land or property and the market will then consider its response. This will include enquires, discussions and negotiation to ensure that the council gets value for money.

- The Council holds quarterly meetings with local developers where any planning and infrastructure issues of interest to local developers are discussed. These meetings are chaired by a well-respected local independent chartered surveyor with administrative support to the forum provided by the Council.
- When the Council disposes of land via auction it contacts those in the immediate neighbourhood and Local Ward Councilors to advise of the action being taken and to allow local people the chance to bid at auction along with any other interested parties.

Key Findings

The consultation and engagement processes above are mostly led by external factors. The ongoing discussions and negotiation show however that we keep up to date with the market and what is happening locally. We/The Council does sometimes take more of a proactive role in developing its own plans, when its land holdings and assets form part of a wider strategy for the Councils' work.

Section 3: Assessment and Differential Impacts

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

Please note that:

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

Protected Characteristic	Specific Characteristics	Positive Impact	Neutral	Negative Impact	Socio Economic/Human Rights Impacts
Sex or Gender	Women		X		
	Men		X		
	Transgender		X		

Protected Characteristic	Specific Characteristics	Positive Impact	Neutral	Negative Impact	Socio Economic/Human Rights Impacts
Race	White		X		
	Mixed or Multiple Ethnic Groups		X		
	Asian		X		
	African		X		
	Caribbean or Black		X		
	Other Ethnic Group		X		
Disability	Physical disability		X		
	Sensory Impairment (e.g. sight, hearing)		X		
	Mental health		X		
	Learning disability		X		
LGBT	Lesbians		X		
	Gay Men		X		
	Bisexual		X		
Age	Older people (60+)		X		
	Younger people (18-25)		X		
	Children (0-16)		X		
Marriage and Civil Partnership	Women		X		
	Men		X		
	Lesbians		X		
Pregnancy and Maternity	Women		X		
Religion and belief	See below		X		

Summary of Protected Characteristics most impacted	Not applicable
Summary of Socio-Economic impacts	In general leasing out offices and industrial space, helps local employment and financial prosperity. Tenants at Business centres are varied, and several provide health, social and other support services to local community
Summary of Human Rights impacts	
Summary Explanation of the scoring against the protected characteristics	<p>Consideration has been given to all of the equality strands. This Customer Impact Assessment does not raise any negative equality issues. The policy is concerned with ensuring that the Council's land and assets are acquired, managed and disposed of in a way which benefits the local community. This is an overall benefit in socio-economic terms.</p> <p>There is no evidence that the policy may result in adverse impacts on equality or good community relations.</p>

Section 4: Outcomes, Actions and Public Reporting

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

If applicable, please state the overall outcome of the assessment, impacts and customer Analysis
The likely impact of Fenland District Council Estates Management is positive. Ongoing discussion and engagement ensure that the Council is proactive in its response to this policy. The service contributes to local employment and health, social provision (via several tenants). The rental income from the estates helps support all FDC services provided by the council (assisting with budget)

Section 5: Monitoring outcomes, evaluation and review

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

Arrangements for Monitoring	Please see the detail in the text below.
Timing of the current review	November/December 2024
Next scheduled review	November/December 2025

If applicable, please provide details of the arrangements for future monitoring:

Note when analysis will be reviewed; include any equality indicators and performance against those indicators

The Council Asset Management Plan 2017-20, which is updated every 3 years and is to be reviewed again following a delay due to the pandemic and change in staff make up. This document is still under review and subject to decisions around service reviews / accommodation review and the latest discussions that will evolve from Local Authority Devolution

There is a need to ensure that within all the estates management work, including as part of ongoing and continuous engagement, that any related policies and procedures regarding the Asset Management Plan are followed.

Notes of meetings and of discussions are important as they show that we are keeping up to date with relevant issues.

Following a change in staff within the department and change in emphasis a rolling program of site visits and tenant meetings has resulted in an a more inclusive and improved working relationship between tenants and the Council. South Fens Business Centre is a challenging site to keep the occupancy rates stable, with better tenant business relationships, a presence on site and CMT agreement for flexibility on rent charges, Estates have retained several tenants that were wanting to leave (with rental offers / improved service levels (cleaning / repairs response etc) and also attracted several new tenants from the recommendation of existing tenants.

If applicable, please provide details of any supporting data/ research linked to monitoring arrangements (both FDC & Partners):

- Growing Fenland project
- Fenland Infrastructure Delivery plan
- FDC Business plan
- Fenland District Council Asset Management Plan 2017-20 (To be reviewed) – This includes the Council's policies and procedures for the acquisition and disposal of land and the management and letting of properties.
- Fenland Economic Growth Refresh Strategy 2022-25 – This includes our proposals around workforce development, business retention and growth and inward investment.
- The Fenland Local Plan (May 2014) – This document sets out the Council policies and proposals for housing and employment growth. Some of the land allocated in the plan is owned and managed by the Council.

Legislation

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

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