

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

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

Name of the Policy, Project, Service Reform or Budget Option to be screened	Corporate Consultation
Reason for change in Policy or Policy Development	No change
List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option	<p>Consultation is a key priority for the Council, as outlined in our Business Plan. Our Corporate Consultation Strategy supports us to appropriately engage and consult with residents about Council services and proposals. Elected members use consultation results to help inform policy and decision making. It is therefore important that consultation is properly constructed and follows a consistent process to give clear results that can help inform future decisions. The Council is committed to ensuring that strategic priorities reflect local public opinion. Effective consultation plays an important role in achieving this. We are Customer Service Excellence (CSE) accredited, a national standard for delivering excellent customer service. A key element of this award is making the consultation of customers integral to continually improving our services and advising customers of the results and action taken. Consultation can mean a range of different things, including:</p> <ul style="list-style-type: none"> • Asking people about their priorities • Seeking their advice on matters that affect them • Telling people what you propose to do <p>Consultation plays a vital role in enabling our whole community to give their views. Gaining this knowledge is vital to informing effective decision making and improving service delivery. Our website lists the current available consultations at: www.fenland.gov.uk/consultations</p>
Name of officer completing assessment (signed and date)	David Wright
Assessment verified by (signed and date)	16 December 2024

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.
Government legislation	Depending on type of consultation we may be required to adapt our consultation style to engage with individuals who have a disability, for example the Polling District review	No

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

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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		
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		

Protected Characteristic	Specific Characteristics	Positive Impact	Neutral	Negative Impact	Socio Economic/Human Rights Impacts
	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	All protected characteristics are neutrally impacted
Summary of Socio-Economic impacts	No Socio-Economic impacts
Summary of Human Rights impacts	No Human Rights impacts

Summary Explanation of the scoring against the protected characteristics

Upon consideration it appears that all groups are neutrally impacted

Section 4: Outcomes, Actions and Public Reporting

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

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

Section 5: Monitoring outcomes, evaluation and review

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

Arrangements for Monitoring	Annually
Timing of the current review	Annually
Next scheduled review	December 2025

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

Consultations are implemented using guidelines and best practice outlined in the Corporate Consultation Strategy. The Communications Team ensure that all consultations are promoted via the correct communication channels and use the correct consultation methods to gain the best results. We currently use a number of services to help us monitor our consultation. These include:

- Survey Monkey (consultation software) to analyse survey results
- Google Analytics to analyse consultation numbers and responses via the website
- Ongoing feedback from service users
- Ongoing feedback from website online forms and social media

Where possible, will use consultation results to help inform policy and decision making. Further to our service-related consultations, we publicise all Council minutes and decisions, and the Council's forward plan which sets out decisions that the Council, Cabinet or an individual member of the Cabinet intends to take. All key decisions are transparent and publicised online at www.fenland.gov.uk/councillors

Members of the public also have the opportunity to submit a petition, which dependent on the number of signatures can initiate a debate at Full Council. Full details of petitions can be found online at www.fenland.gov.uk/petitions

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

FDC Consultation Strategy
Survey Monkey – consultation software
Google Analytics – website software
CSE (Customer Service Excellence)
GOV.UK
Compact Agreement through Cambridgeshire CVS

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.