South Cambridgeshire District Council Equality Impact Assessment (EqIA)

Introduction – Please read

Equality Impact Assessments (EqIAs) allow the Council to:

- Show that the Council are meeting its legal duty, demonstrating due regard for the provisions of the [Public Sector Equality Duty](#) as below:
    - Eliminate unlawful discrimination, harassment, and victimisation
    - Advance equality of opportunity between those who share a protected characteristic and those who do not
    - Foster good relations between those who share a relevant protected characteristic and those who do not
- Methodically consider and assess the impacts of proposals across the [nine protected characteristics](#)
- Allow the Council to develop and implement high quality proposals that maximise positive outcomes for all.

EqIAs should be completed during the development and review of all Council policies, strategies, procedures, projects or functions. Where there is any doubt, the completion of an EqIA is always recommended.

When the form is completed, please send an electronic copy to equality.schemes@scambs.gov.uk. Further support and guidance available on Insite or contact the Policy and Performance Team.

Equality Impact Assessment Complete Form

Section 1: Identifying Details

1.1   Officer completing EqIA:

Emma Dyer

1.2   Team and Service:

Communities Team- Transformation

1.3   Title of proposal:

'Post Covid' support and Community Led Plans

1.4   EqIA start date:

13/01/2022

1.5   Proposal implementation date:

01/09/2021

1.6   Who will be responsible for implementing this proposal (Officer and/or Team):

Emma Dyer

Section 2: Proposal to be Assessed

2.1   Type of proposal:

Project

If other, please specify

Click or tap here to enter text.

2.2   Is the proposal:

New

2.3   State the date of any previous equality impact assessment completed in relation to this proposal (if applicable):

n/a

2.4 What are the headline aims of the proposal and the objectives that will help to accomplish these aims? (Max 250 words)

The project is to provide Post COVID support to Community groups and parish councils on projects to benfit their communities. The COVID-19 pandemic has brought with it a sharp increase in volunteers supporting the most vulnerable in society. Many enjoyed the chance to get involved and help others and with this a strong sense of community spirit became very apparent. To capture this energy, the Council was and still is keen to encourage volunteers to continue their good work with any projects considered beneficial for their local communities. This could include Community-Led Plans (CLP's), also known as Parish Plans which are a way to consult with local residents to find out exactly what is important to them and take those ideas forward through an Action Plan. To help parishes achieve their goals, the project has mapped out and identified key links within and between parishes and produced an online CLP toolkit containing downloadable templates and a bank of questions. Alongside this, quarterly workshops on a variety of community action themes have also begun which facilitate conversation to ensure information, innovative ideas, and best practice are shared. Good news stories are also publicised through a variety of media, showcasing the positive work that has been achieved..

2.7 Which of the Council's equality objectives (as detailed in the Council's Equality Scheme) does this proposal link to or help to achieve?

☒ Identify, prioritise and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community

☐ SCDC is an employer that values difference and recognises the strength that a diverse workforce brings.

☒ Protected characteristic groups have a voice and are represented in forming the future shape of the district.

☐ None.

2.8   Which groups or individuals will the proposal affect:

☒Service Users   ☐Councillors

☒External Stakeholders   ☐Other

☐Employees

If other, please specify Click or tap here to enter text.

2.9   Broadly speaking, how will these groups or individuals be affected? (you will be asked to provide more detail on the specific impacts on different protected characteristic groups later in the form) (max 250 words)

The proposal will affect, those individuals who are part of Community groups and/or parish councils within South Cambridgeshire.The work that we are doing to support these groups is based on national and local best practice and involves signposting to other organisations who can also offer assistance. Ultimately individuals and groups will be given automomy and power to take forwards their own ideas and projects. Below is a list of the support we provide:

•   Details of important contacts and other organisations/community groups

•   Help in bringing together community groups within the village

•   Guidance sheets and templates/examples

•   Helping to launch a plan at a public event.

•   Advice on how to set up an appropriate leadership structure

•   Guidance on the selection and use of different consultation techniques

•   Putting groups in contact with other groups with Community-Led Plans

•   Getting in contact with Council officers and other professionals who may be able to help with specific actions

•   Providing Community action case studies and toolkit on website

•   Support to access grant funding

•   Help in finding evidence for the Plan

- Providing questionnaire guides/templates
- Comments on the consultation process and questionnaires
- Comments on the draft Plan.
- Help with writing an action plan and provide a template/example
- Signposting to sources of information or funding. e.g governance advice, where to seek help for digital exclusion
- Visits to community groups to answer questions and lead workshops
- Ongoing help with the specific actions where agreed,
- Help with revisiting and refreshing old Plans

2.11 If any part of the proposal is being undertaken by external partners, please specify how the Council will ensure that they will meet equality standards?
(Max 250 words)
Work is mainly centred around parish/town councls and community groups. We will take every precaution to ensure they are following The Equality Act 2010

Section 3: Evidence and Data

3.1 Describe any research (this could include consultation) and analysis you have undertaken to understand any effects on groups of people, including those within 9 protected characteristic groups? Please list any key sources that you used to obtain this Information.
(Max 250 words)
 Community Led Plans are a tried and tested, nationally known methodology for engagement within communities and prioritisation of community-led and identified activity. Research has involved conversations with parish councils, elected members and community groups as well as searching online to understand a little bit more about the demographics of each parish. Learning has also come from the COVID support groups helping the most vulnerable in our district during the pandemic. Needs have been identified, for example:

loneliness through self-isolation; digital exclusion issues which are more likely to affect the elderly in society; lack of sports groups for children and young people; facilities available for disabled people; setting up of food banks to help those suffering from poverty

3.2   If you have not undertaken any consultation, please detail why not, or when consultation is planned to take place.
(Max 250)
Project involves ongoing consultation. As part of this, each PC undertakes a survey which is at the heart of the process.

Section 4: Impact of proposal on those with protected characteristics

4.1 Please select all characteristics that may or will be impacted (positive or negative). When providing details of the impact please consider the following questions

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. (both the number of persons affected and the severity of the impact)
- you will be asked to set out actions to manage these impacts in the following question (4.2)

☒All - general to all protected Characteristics.
Details: Commuity-Led Plans are dependent on the diverse characteristics of a community including people's life experiences. This project will have a positive impact as it has potential to enhance both people's lives and their experience of the local community.
☐Age
Details: Click or tap here to enter text.
☐Disability

Details: Click or tap here to enter text.

☐Gender reassignment

Details: Click or tap here to enter text.

☐Marriage and Civil Partnership

Details: Click or tap here to enter text.

☐Pregnancy and maternity

Details: Click or tap here to enter text.

☐Race

Details: Click or tap here to enter text.

☐Religion and belief

Details: Click or tap here to enter text.

☐Sex

Details: Click or tap here to enter text.

☐Sexual orientation

Details: Click or tap here to enter text.

☐Other

Details Click or tap here to enter text.

☐None of the above

4.2 Considering the above impacts you have identified above, please detail any actions (specific or general) which may help to enhance or mitigate impacts. Please include the timescale for completing the action.

Action and timescale	Officer
To enhance the positive impacts on the project, ongoing promotion of the project via the Communications and Communities team is needed so a diverse range of people can be made aware of our work	Emma Dyer and Comms dept
Click or tap here to enter text.	Click or tap here to enter text.

Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

4.3 How will you monitor that the above actions have been completed and that this proposal, once implemented, is impacting fairly on everyone it affects? *In answering this question, please include information about feedback you will seek and/or data you will collect and analyse, and how often you will do this*

Community groups undertaking a Community-Led Plan will be consulted with at regular intervals throughout the year to see how the project has impacted on people's lives.

Section 5: Summary

5.1 Briefly summarise the key findings of the EqIA and any significant equality considerations that should be taken into account when deciding how to proceed with the proposal (this section can be included within the 'equality implications' section of any committee reports). (Max. 250 words)

The EqIA is of benefit to all involved in the project. When supporting groups it is important to be aware of the impact the project has in terms of equality and inclusion. For example, when providing advice on public consultations, we would make community groups aware that questionnaires and public meetings need to be accessible to all and not excluding particular groups or individuals. Like-wise, wording within questionnaires must not be perceived to be discriminatory or offensive. Another example we would encourage is that faith based activities must endeavour to be inclusive and to the benefit of the wider community, to promote community cohesion.

5.2 Confirm the recommendation of the officer completing the EqIA:

☒Proceed with the proposal (with any actions identified as required within Section 4 of the EqIA). Analysis demonstrates that the proposal is robust, we have taken all appropriate opportunities to advance equality and foster good relations between groups.

☐Reject the proposal: Analysis demonstrates that the proposal will cause unlawful discrimination and it must be removed or changed

Section 6: Sign Off

6.1 Signature of individual completing EqIA:

Emma Dyer

6.2 Date of completion:

24/02/2022

6.3 When will this proposal next be reviewed and who will this be?

Click or tap here to enter text.

6.4 Approving officer signature, this should be your Head of Service, Service Area Manager, or Project Sponsor:

Gareth Bell

6.5 Date of approval:

28/02/2022

Please send the completed document to Equality.Schemes@scambs.gov.uk for publishing on the website.