

Equality Impact Assessment Form

Revised June 2009



(Equality target groups are those which cover the 6 equality strands: race, disability, gender, age, sexual orientation and religious belief)

Part 1 Aims & implementation of the service, policy, procedure, practice or project

This section is the title of what is being assessed, responsible officers, purpose, where it fits within the council's wider aims and how it supports the legislation to eliminate unlawful discrimination and the promotion of equal opportunities. *(please refer to the guidance for additional information)*

1.1 What is being assessed

Newport Mini Crime Reduction & Environment Week

1.2 Officer(s) and section or service responsible for completing the assessment

Environment & Neighbourhoods Officers (Newport), Community Safety Services

1.3 What is the main purpose or aims of the service, policy, procedure, practice or project

To provide information on how to reduce crime, home security, road safety, dog training, trading standards, youth work, drug awareness and improve the environment in the Newport area. To gather information of public needs.

1.4 Who is affected by the service, policy, procedure, practice or project? Who is it intended to benefit and how?

Residents and visitors to Newport by engaging with partnership agencies

1.5 Has the service, policy, procedure, practice or project been promoted or explained to those it might affect directly or indirectly?

Project is being advertised on local radio and posters locally

1.6 How does the service, policy, procedure, practice or project contribute to better community cohesion?

Keeps the community informed of local crime and disorder and ASB issues and projects

1.7 How does the service, policy, procedure, practice or project fit in with the council's wider aims?

Complies with the councils Equality Impact Statement

1.8 What is the relevance of the aims of the service, policy, procedure, practice or project to the equality target group and the council's duty to eliminate unlawful discrimination and promote equality of opportunity?

The aim of the project is to engage with all of the community in a fair and just manner and to make sure no group feels disadvantaged.

1.9 How is, or how will the service, policy, procedure, practice or project be put into practice and who is responsible for it?

Each partner agency is responsible for its on element of the plan and will be required to report to the project Chairman.

Part 2 Consideration of data and research

To conduct the assessment, you will need information about service users and staff that provide the service. This section is to help you identify the sort of information that will be needed to help you assess whether there may be barriers to different equality groups who access your service, policy, procedure, practice or project. *(please refer to the guidance for additional information)*

2.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken

Data of enforcement results from Trading Standards, a log of complaints received from the public by the Police, Environment & Neighbourhood Officers, Youth workers and DAT while engaging with the public.

2.2 Equalities profile of users and beneficiaries

Evidence gathered from CRDP

2.3 Evidence of complaints against the service, policy, procedure, practice or project on the grounds of discrimination

Complaints will be discussed at the wash up and given to the lead professional for action.

2.4 What does the consultation, research and/or data indicate about the negative impact on the service, policy, procedure, practice or project

How can the project be delivered to the public in an effective and efficient way

2.5 What does the consultation, research and/or data indicate about the positive impact on the service, policy, procedure, practice or project

Improving co-ordination between partner agencies and encourage dialog with the general public to gather evidence to measure that issues or problems are improving

Part 3 Assessment of impact

Now that you have looked at the purpose etc of the service, policy, procedure, practice or project (part 1) and looked at the research (part 2), this section asks you to assess the impact, positive and negative, of the service, policy, procedure, practice or project on each of the 6 strands of diversity covered in the Authority’s single equality scheme.

3.1 Complete this section with the following information – relating to all of the identified groups: (please refer to the guidance for additional information)

| | Reason, evidence, comment | | | | | |
|---------------------------|--|---|--------|--------------------|------------------------------|---|
| | Race | Disability | Gender | Sexual Orientation | Age | Religious Belief |
| Barriers, negative impact | Appropriate advertising to invite all groups to attend | | | | | |
| Neutral impact | | | | | Project targeted at all ages | |
| Positive impact | | Newport is a good location for the disabled | | | | Most religious denominations are in Newport |

Part 4 Measures to mitigate disproportionate or adverse impact or improve on neutral or positive impacts: *(please refer to the guidance for additional information)*

4.1 If there is any negative impact on any target equality group identified in part 3, is the impact intended or legal?

No negatives

4.2 Specify measures that can be taken to remove or minimize the disproportionate or adverse effect identified in part 3. if none were identified, identify how disproportionate or adverse effect could be avoided in the future

Use effective advertising to encourage all groups to attend/be aware of project

4.3 If there is no evidence that the service, policy, procedure, practice or project promotes equality, equal opportunities or improves relations within equality target groups, what amendments can be made to achieve this?

Effective advertising and the project should be over a period of time that will allow all groups to attend.

4.4 If a neutral or positive impact has been identified, can that impact be improved upon (continuous improvement)?

Free home security equipment for vulnerable people

4.5 How will any service, policy, procedure, practice or project be implemented?

CDRP will appoint lead agency to steer project

4.6 As 4.5 above please identify training requirements

All partnership agencies identify required training

Part 5 Conclusions & recommendations

This section ensures that what ever we are impact assessing, whether it be a service, policy, procedure, practice or project that ensure that we abide by the general and specific duties to promote race, disability and gender equality. *(please refer to guidance for additional information)*

5.1 Does the service, policy, procedure, practice or project comply with equalities legislation?

Yes

5.2 What are the main areas requiring further attention?

Providing awareness to all groups about CREW

5.3 Summary of recommendations for improvement

Crew is being held in Newport which provides a central location and adequate facilities for all groups.

5.4 What equality monitoring, evaluation, review systems have been set up to carry out regular checks?

A wash up meeting will be held after the event to review equality evaluation.

5.5 When will the amended service, policy, procedure, practice or project be reviewed?

When CDRP instruct the next CREW

Part 6 Action / improvement plan

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

| Area of negative impact | Changes proposed | Lead officer | Timescale | Resource implications | Comments |
|------------------------------------|------------------|--------------|-----------|-----------------------|----------|
| Race | | | | | |
| Disability | | | | | |
| Age | | | | | |
| Religious and Philosophical belief | | | | | |
| Gender | | | | | |
| Sexual orientation | | | | | |
| Geographical location | | | | | |
| All of the above | | | | | |

Part 6 continued – Equality Impact Assessment – Summary report

The results of equality impact assessments must be published. Please complete this summary and the publish your report using the Equality and Diversity pages of the Intranet. Your summary information and a copy of your completed report will then be made available to the public on the Council’s website.

Date of assessment

Officer’s name **Role**

Service, policy, procedure, practice or project that was impact assessed

Summary of findings

Summary of recommendations and key points of action plan

Groups that this policy will impact upon

| | | | |
|---------------------------|--------------------------|---------------------------|-------------------------------------|
| Race | <input type="checkbox"/> | Gender | <input type="checkbox"/> |
| Sexual Orientation | <input type="checkbox"/> | | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> | Religion or belief | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | All | <input checked="" type="checkbox"/> |