

Equality Impact Assessment (EIA)

The separate EIA guidance notes outline what should be included for each section. Please read them before you begin. If you have any queries, contact your Corporate Equality Group rep, or the Engagement Team on 643 2828.

1. Author, service area, date
 - Cait Foley
 - Corporate Strategy
 - 8 September 2016
2. Who else has been involved in writing this EIA?
 - Anne Foreman, Policy Performance and Research Team
3. What proposal is this EIA assessing?
 - Engagement - the approach to engagement on the budget for 2017/2018
4. What is the purpose of your proposal and what is it expected to achieve?
 - To ensure residents views (including those with protected characteristics) are considered during the development of the budget
5. Is there any relevance to the aims of the public sector equality duty? *Write your answers in the table*

Aim	Yes, No, or N/A	Details if 'yes'
Eliminate unlawful discrimination, victimisation and harassment	NA	

Aim	Yes, No, or N/A	Details if 'yes'
Advance equality of opportunity between people who share a protected characteristic and those who do not	Yes	We are trying to provide all residents an opportunity to take part in budget engagement within the resources available.
Foster good relations between people who share a protected characteristic and those who do not	Yes	The approach we hope to take this year is more focused and inclusive giving attendees the opportunity to share their learning about council processes. We hope this will foster better relations between people with different characteristics.

6. Analysis by characteristic *Write your answers in the table*

Protected characteristic	Potential positive or negative impact?	Explanation and evidence
All	Potential positive and negative impacts	We will contact all groups and organisations supporting people with all protected characteristics that the Council works with, to ensure they are aware of all engagement opportunities linked to the budget process. We will respond to specific requests as they are received via our wide range of communication channels. To ensure events are accessible to all, transport will be provided where needed, and this will be as cost-effective as possible.
Age	Potential positive and negative impacts	<p>The event dates and times are still to be formalised at this stage.</p> <p>If there are events during the day working age and school aged residents may be precluded from being involved. However this may prove an easier time for older people and non-working parents to attend.</p> <p>If there are events in the evening, this may deter older residents going out in the dark evenings to share their views.</p>

Protected characteristic	Potential positive or negative impact?	Explanation and evidence
		<p>The residents' survey identifies that the main source of information for residents is the ONT magazine. The publication cycle for the magazine will allow us to use it for the engagement exercise. In addition, press releases, Tweets, Facebook and Engagement Team e-mail contacts will be used to draw attention to Cabinet's proposals and to the events.</p> <p>We will also be holding focused events with the Residents Panel; it has an older membership profile.</p> <p>The web exercise will be promoted via the Participation, Advocacy and Engagement Team's contacts including Age UK. Information will also be provided to Young Mayor and Young Cabinet.</p>
Disability	Potential negative impact.	<p>We will mitigate part of this impact, by organising events to take place in physically accessible buildings.</p> <p>We will offer communication support for people at the events and will advertise this option in the communications we promote. We will respond to specific requests as they are received.</p> <p>The website is speech enabled and can provide information in a number of formats. There is a potential negative impact for people with learning difficulties because of the nature on the information being provided on the website.</p> <p>The engagement opportunities will be promoted via the Participation, Advocacy and Engagement Team's contacts.</p>
Gender	NA	
Gender reassignment	Positive	We currently have an effective link with Transgender groups in the borough and we will utilise this for this engagement process.

Protected characteristic	Potential positive or negative impact?	Explanation and evidence
Marriage and civil partnership status	NA	
Pregnancy and maternity	NA	
Race	Potential negative impact	We will work with the residents we know to promote the full range of budget engagement opportunities. The website can provide information in a number of different languages. We will respond to specific requests as they are received.
Religion or belief	NA	
Sexual orientation	NA	

7. Have you carried out any engagement in relation to this proposal? If so, what?

Review of previous Budget Engagement EIA in April 2016 and lessons learned from the review are being incorporated into proposals for this year's consultation.

The 2016 Residents' Survey, which was undertaken between September and October 2016.

The Big Community Conversation programme, which was undertaken between July and September 2016.

8. Is there any information you don't have that you need to find?

The proposed dates, times and mechanisms of the budget engagement events.

9. What actions are already in place, or will be taken, to remove or reduce potential negative impacts? (add more lines to the table if you need to) *Write your answers in the table*

Action	Responsibility	Timescale
See above detail in section 6		

10. Are there any potential negative impacts that cannot be removed or reduced? If so, why is this?

We are attempting to reduce all negative impacts within the resources available.

11. Based on your conclusions from this assessment, what are your next steps?

- Provide information to the team colleagues for sharing with the Young Mayor and Cabinet
- Promote the budget engagement events via our contacts
- Ongoing review of the programme will ensure full coverage of all protected characteristics
- Meet to agree dates, times and mechanisms of the budget engagement events

12. How will the impact of this proposal be monitored after it is introduced?

- Equality monitoring

13. When will this EIA be reviewed?

- The EIA will be reviewed at the end of the exercise in February 2017 and the lessons taken forward to inform the next budget consultation exercise.