

## Appendix 2: Equality Impact Assessment of the Stevenage Borough Council Corporate Strategy 2013-2018

<b>Lead Assessor</b>	Karen Griffiths – Corporate Strategy, Partnerships and Communications Manager	<b>Assessment team</b>			
<b>Start date</b>	February 2013	<b>End date</b>	May 2013	<b>Review date</b>	The Corporate Strategy is refreshed every five years. A new equality impact assessment will take place as part of the development of any future plan.

Stevenage Borough Council as a service provider, employer and community leader is committed to achieving equal opportunity, being wholly inclusive and ensuring fair access for everyone, no matter what their race, ethnic or national origin, religious belief, disability, age, sex, sexuality, marital status or income. Equality Impact Assessments (EqIAs) are an important part of the process in ensuring that our intention is translated into action.

Carrying out EqIAs helps to ensure that decisions taken by Stevenage Borough Council are made in a fair, transparent and accountable way, considering the needs and the rights of different people in the community. An EqIA is essentially a tool for service improvement - to ensure we focus on the needs of our customers, the people of Stevenage.

EqIAs take the user through the process of considering available evidence of the impact of a policy, service or function on equality groups with the aim of identifying actions to eliminate any identified discrimination and take opportunities to promote equality and diversity. EqIAs will be carried out on Stevenage Borough Council services, policies and functions that are relevant to equality and are new or under review.

Based on the 'protected characteristics' under the Equality Act 2010, the EqIA considers the impact on the following groups when reviewing, developing or making decisions about new or existing policies, services or functions:

- Disability
- Race
- Gender
- Sexual orientation
- Gender reassignment
- Age
- Religion and belief
- Pregnancy and maternity
- Marital status

In addition, socio-economic factors are also considered in EqIAs, as directed by the Executive of Stevenage Borough Council. Note however that, as this factor is non-statutory, decision makers should use their discretion when considering the analysis of socio-economic impact.

EqlAs are a demonstration of our compliance with the requirements of the Public Sector Equality Duty as described below.

**The Public Sector Equality Duty – Section 149 of the Equality Act 2010**

A public authority must, in the exercise of its functions, have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

## Step 1: Collecting evidence

This step involves identifying the aims of the policy, service or function and collects evidence relating to the impact on service users and particular groups.

<b>What is being assessed?</b>	The Stevenage Borough Council Corporate Strategy 2013-18 is the strategic route map for the council. It outlines the council’s vision and priorities for improvement over the next five years. The last Corporate Plan Making A Difference 2008-2013 was written in 2007/2008 and needed to be refreshed in order to reflect the changed circumstances in which we are operating.													
<b>What are the aims?</b>	<p>Within the Corporate Strategy Stevenage Borough Council has outlined its vision, mission and priorities for improvement by 2018.</p> <ul style="list-style-type: none"> <li>• Vision: <b>A prosperous town with vibrant communities and improved life chances</b></li> <li>• Mission: <b>A flexible council that works with the community to provide value for money services for all and effective support for the most vulnerable</b></li> </ul> <table border="1" style="margin-left: 40px;"> <thead> <tr style="background-color: #e0e0e0;"> <th colspan="2">Corporate Strategy 2013-2018</th> </tr> <tr style="background-color: #e0e0e0;"> <th>Outcome</th> <th>Priorities</th> </tr> </thead> <tbody> <tr> <td rowspan="2" style="background-color: #e0e0e0;"><b>A vibrant town</b></td> <td><b>Improve the economy and encourage financial resilience</b></td> </tr> <tr> <td><b>Regenerate the town centre and neighbourhoods</b></td> </tr> <tr> <td rowspan="2" style="background-color: #e0e0e0;"><b>A quality environment</b></td> <td><b>Help people feel safe</b></td> </tr> <tr> <td><b>Provide affordable homes and housing growth</b></td> </tr> <tr> <td rowspan="2" style="background-color: #e0e0e0;"><b>An excellent council</b></td> <td><b>Deliver value for money</b></td> </tr> <tr> <td><b>Putting residents first</b></td> </tr> </tbody> </table>	Corporate Strategy 2013-2018		Outcome	Priorities	<b>A vibrant town</b>	<b>Improve the economy and encourage financial resilience</b>	<b>Regenerate the town centre and neighbourhoods</b>	<b>A quality environment</b>	<b>Help people feel safe</b>	<b>Provide affordable homes and housing growth</b>	<b>An excellent council</b>	<b>Deliver value for money</b>	<b>Putting residents first</b>
Corporate Strategy 2013-2018														
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<b>An excellent council</b>	<b>Deliver value for money</b>													
	<b>Putting residents first</b>													

<b>Who may be impacted?</b>	Delivery of the Corporate Strategy affects the quality of life of all Stevenage residents.
<b>What measures are already in place?</b>	<p>To ensure a robust strategy that meets the needs of Stevenage residents, the priorities were developed through an analysis of consultation and demographic data and information, key statistics and service performance indicators from internal services and partner agencies.</p> <p>The data was used to inform thinking which was shaped into the vision, mission and priorities through a series of development sessions held with both senior management and the council's Executive.</p> <p>Residents helped to shape the development of the strategy through the following consultation events:</p> <ul style="list-style-type: none"> <li>• Town wide residents survey December 2011-March 2012</li> <li>• Café choice – December 2011, October 2012 and March 2013</li> <li>• Your Voice, Your Choice community Conference September 2011</li> </ul> <p>The draft was consulted on internally with the Leader, all Councillors and staff. It was circulated electronically to all Council members, heads of service and service managers. The draft strategy was scrutinised as part of good governance procedures by the Resources Development and Scrutiny Committee in April 2013 to incorporate a further range of member views.</p> <p>The draft strategy was consulted on externally with local partners in the SoStevenage partnership (including public sector agencies, private sector agencies and all voluntary and community sector organisations on the council's database)</p> <p>Residents were consulted on a draft version of the strategy at:</p> <ul style="list-style-type: none"> <li>• Café choice – March 2013</li> <li>• Through Survey monkey questionnaires sent to key partners from the voluntary and community sector and the SoStevenage partnership</li> <li>• Through hosting the draft and a questionnaire on the council's website.</li> </ul> <p>Minor changes were made as a result of the feedback received.</p> <p>Once it has been approved by the council, the strategy will be published on the council's website.</p>
<b>What is the evidence of</b>	The Corporate Strategy is for all Stevenage residents and is not designed to lead to any reduction in services. The strategy articulates areas for

<p><b>impact?</b></p> <p><b>What do we know about the people who may be impacted?</b></p>	<p>improvement and specific focus over the next five years for the council.</p> <p>Some equality groups may benefit more from the plan than others, however it is not envisaged that the plan would lead to a direct negative impact on any specific group.</p> <p>Groups with specific needs like the unemployed, young people, women, older people and families are likely to particularly benefit from the plan as it promotes improvement activity on specific services and on the equality and diversity agenda as a whole.</p> <p>The Corporate Strategy has a specific objective to 'Promote equality issues and improve service accessibility' which will ensure that all strands of the Equality Act 2010 are examined to improve accessibility</p> <p>The plan also contains an objective to 'Develop an effective consultation and engagement programme to increase opportunities for residents to get involved in decision making' this will ensure that all residents irrespective of equality characteristic will have increased opportunities to participate and engage with the council.</p> <p>Data was used to help inform the development of the strategy and understand the needs of Stevenage residents. This included:</p> <ul style="list-style-type: none"> <li>• Residents survey – 2012</li> <li>• Data from Hertfordshire Police</li> <li>• Data from Hertfordshire County Council Community Safety Unit</li> <li>• The Joint Strategic Needs Assessment – 2012</li> <li>• Indices of Multiple Deprivation</li> <li>• NOMIS – Official Labour Market statistics</li> <li>• Hertfordshire County Council Education and Data Collection Service – 2011</li> <li>• Projecting Adult Needs and Service Information</li> <li>• Stevenage Health Profile 2011</li> <li>• Stevenage environmental services data</li> <li>• Housing Census Equality report March 2013</li> </ul>
<p><b>What do we still need to find out?</b></p>	<p>Stevenage Borough Council will analyse ward level 2011 census data when it is available to help inform the measures and targets that support the new strategy.</p>

## Step 2: Assessing the impact

This step involves using the evidence we have gathered to analyse the impact of a policy, service or function on people with protected characteristics. The table below provides details of the potential negative and positive impacts as well as information about what can be done to mitigate negative impact or further the aims of the equality duty.

### Assessing the Impact Table Outcome A vibrant Town

Does the policy/service/function have a potential positive or negative impact in relation to...	1. Negative or disproportionate impact	2. Positive impact	3. Actions to mitigate negative impact	4. Actions to further promote equality
<p><b>Overall comments</b></p>	<p>The work to provide advice, information and funding support to local organisations may result in an overall neutral impact on equalities groups.</p>	<p>The branding and marketing campaign activities may deliver an overall positive result for all with a neutral impact on equalities groups.</p> <p>All equality groups should benefit from activities to strengthen the local economy through attracting and supporting local businesses, developing a low carbon, scientific and technical economy.</p> <p>All equality groups should benefit from activities to regenerate town centre and neighbourhoods through increased quality of life.</p> <p>The council supports business networking events to achieve a number of objectives under the priority of Improve the economy and encourage financial resilience. These events could have an overall positive impact on all groups and people.</p> <p>The programme of neighbourhood renewal will have a net positive impact on all residents and an overall neutral impact on equality groups.</p>	<p>The BTC management contract supports local business development has its own EQIA to ensure activities are equality assessed. Where negative or disproportionately positive impacts are identified mitigation actions will be put in place.</p>	<p>We will assess employment statistics by type to determine if the programme of activities to support business and improve opportunities for young people to economically participate should be focussed on a particular equality group.</p> <p>As the actions and activities are being developed to support this outcome we will ensure that each action is examined to mitigate any negative impact on all equality strands.</p> <p>We will share our equalities expertise with businesses through the SoStevenage Business Forum</p> <p>We will ensure the Local Plan takes account of equality issues and robust consultation is carried out to inform the plan ensuring a range of views across the equality groups.</p>

<b>Overall Comments</b>					<p>The plans to develop campaigns to promote shopping in the town will be assessed to ensure that any impact or specific needs of equality groups are taken into account as appropriate.</p> <p>The council's plans to bring forward a town centre regeneration scheme will be subjected to extensive consultation. We will ensure this takes account of a range of views especially those of equality groups.</p>
<b>Race, ethnicity and national origin</b>	Asian or Asian British (including Indian, Pakistani, Bangladeshi, Chinese etc)				
	Black or Black British (including Caribbean and African)				
	Mixed Race				
	White (including British/Irish/Scottish/ Eastern European)				
	<b>Travellers or Gypsies</b>				

	<b>People who don't speak English</b>			The advice, funding support and information to local organisations will be assessed to ensure it is available in an accessible format for all equality groups as required.	Translated and alternative versions of the Corporate Strategy, Local plan and policies supporting our business and regeneration objectives will be available if requested as per corporate guidelines.
<b>Gender and Gender Identity</b>	Women				
	Men				
	Transgender and Transsexual				
<b>Disability</b> People with...	Physical or mobility impairments including wheelchair users				
	Hearing impaired/deaf				
	Visually impaired/blind				
	Mental health problems				
	Learning disabilities				
	<b>Long standing illness or non-visible conditions such as epilepsy or diabetes</b>				



<b>Age</b>	0-5		Nationally and locally there are high NEET rates for young people. Under the 'Improve the economy and encourage financial resilience' priority there is a specific objective to improve opportunities for young people to economically participate in the town. This may disproportionately benefit young people and concurrently negatively affect older people due to resource being focussed on young people.		
	6-12				
	13-19				
	20-29				
	30-44				
	45-59				
	60-64				
	65-74				
	75 or over				
<b>Sexuality</b>	Heterosexual/straight				
	Gay man				
	Lesbian/Gay Woman				
	<b>Bisexual</b>				
<b>Religion/belief</b>	Christian				
	Buddhist				
	Hindu				
	Jewish				
	Muslim				

	Sikh				
	Other				
	No religion or belief				
<b>Marital status</b>	Single				
	Married				
	Civil partnership				
	Divorced				
	Separated				
	Widowed				
	Cohabiting/Unmarried partners				
<b>Pregnancy and maternity</b>	Pregnancy				
	Maternity (including breast feeding mothers)				
<b>*Socio-economic</b>	Low income		The free parking activities to encourage shoppers into the town may directly disproportionately benefit those who can afford a car, however the increased footfall in the town centre will strengthen the local economy and therefore may benefit all residents through increased prosperity in the town.		We will ensure that the SoStevenage economic taskforce examines equality issues in its work programmes.
	Homeless				
	Unemployed		The 'Improve the economy and encourage financial resilience' priority has a number of objectives seeking to attract and improve business opportunities across the town which will increase the number of jobs and opportunities for all working age residents. This may positively impact on the unemployed and those of low income and increase prosperity.		

	Part time workers				
	People who don't have the internet				<p>Hard copies of the Corporate Strategy and Local plan can be made available on request to residents who do not have access to the internet.</p> <p>All policies to improve the economy and encourage financial resilience will be made available in other formats as required and according to corporate guidelines.</p>
	People who need to use public transport				
	Other				
<b>Other</b>	Marriage/civil partnership				
	Parents/single parent				
	Carers of people with disabilities				
	Children in contact with staff				

**Assessing the Impact Table Outcome: A Quality Environment**

Does the policy/service/function have a potential positive or negative impact in relation to...	1. Negative or disproportionate impact	2. Positive impact	3. Actions to mitigate negative impact	4. Actions to further promote equality	
<p><b>Overall comments</b></p>			<p>All members of the community including those from all equality groups have the potential to be engaged through street meets, residents meetings, Community Action days and Neighbourhood Watch events etc</p> <p>The SoSafe partnership will assess data on doestic abuse, ASB and fear of crime to examine impact and issues on all equality groups</p>	<p>The Housing Allocations scheme should have an overall neutral impact on equality groups but will be monitored for any negative impact.</p>	<p>As the actions and activities are being developed to support this outcome we will ensure that each action is examined to mitigate any negative impact on all equality strands.</p> <p>We will ensure the Local plan takes account of equality issues and robust consultation is carried out to inform the plan ensuring a range of views across the equality groups.</p> <p>We will ensure that work to provide green spaces in new developments and work to maintain clean streets and green spaces take account of resident's views including those from equality groups as appropriate.</p>

<p><b>Overall comments</b></p>			<p>The green volunteers scheme is open to all residents irrespective of age range, skill or experience. This ensures an inclusive approach and promotes the positive benefit of wellbeing to all communities. Where appropriate skills and training are offered which may benefit employability.</p>		<p>We will develop programmes to promote and encourage people to use green spaces to support our objectives in Helping people feel safe. This may result in more people using green spaces and provide positive health and wellbeing benefits to all including equality groups.</p> <p>We will ensure that SoSafe communications activity includes equality group concerns where appropriate.</p> <p>Housing developments will have an overall positive impact on local areas and a mostly neutral impact on equality groups. Where appropriate the council will look to ensure developments take account of the needs of specific groups</p>
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<b>Race, ethnicity and national origin</b>	Asian or Asian British (including Indian, Pakistani, Bangladeshi, Chinese etc)		Work to increase the number of affordable homes and improve the housing stock will have a positive impact on many BME groups in the town as there is a higher rate of people in social housing from a BME background (19.16%) according to the Housing Census Equality report March 2013 as compared to the Stevenage population (16.9%).		
	Black or Black British (including Caribbean and African)				
	Mixed Race				
	White (including British/Irish/Scottish/ Eastern European)				
	<b>Travellers or Gypsies</b>				
	<b>People who don't speak English</b>				Translated versions of the Corporate Strategy will be available if requested as per corporate guidelines.  Translations of community safety publications, the Housing Allocations Strategy and policies and documents supporting our housing objectives are available on request

<b>Gender and Gender Identity</b>	Women		<p>The work to develop a joined up response to domestic abuse will have a predominantly positive impact on women and families.</p> <p>The work to increase affordable housing and improve the housing stock will have a positive impact on women. According to the Housing Census Equality report March 2013 62.73% of housing tenants who responded are female.</p>	<p>Our work to ensure woodlands and green spaces are perceived by the public to be safe will have an overall positive impact on all communities and specifically on women and older people.</p>	<p>The SoSafe partnership will look to support projects that work with male and female perpetrators to change their behaviour.</p>
	Men				
	Transgender and Transsexual				
<b>Disability</b> People with...	Physical or mobility impairments including wheelchair users		<p>The housing scheme in Ditchmore lane will have provision for disabled and older people and thus provide a positive impact on these specific groups.</p>	<p>We will continue to ensure that play areas are inclusive of all children's needs, taking account specifically of the needs of disabled children.</p>	<p>Work to increase the number of affordable homes and improve the housing stock will have a positive impact on many people with a disability in the town as there is a high rate of tenants in social housing with a disability with 10.45% according to the Housing Census Equality report March 2013 -</p>
	Hearing impaired/deaf				
	Visually impaired/blind				

	Mental health problems		The work to ensure green spaces and maintain clean and green spaces may have a disproportionately positive benefit on those with mental health needs.		Alternative formats of the document will be available on request as per corporate guidelines.  The work to reduce antisocial behaviour and crime through the SoSafe partnership will include developing tools for vulnerable and disabled people to report ASB and Hate Crime
	Learning disabilities				
	<b>Long standing illness or non-visible conditions such as epilepsy or diabetes</b>				
<b>Age</b>	0-5		The work to deliver new homes and help first time buyers to get onto the housing ladder will have a positive impact on young adults and families.  There will be an additional priority in the Housing Allocations Scheme for families with children. This will provide a positive benefit for this group.		Where possible we will ensure that green spaces development address equality needs of groups specifically children and young people.
	6-12				



	13-19			The SoSafe partnership will look at the changing definition of domestic violence to include 16-17 year olds, and ensure that it is articulated to the relevant groups through communication activity.	The work to reduce ASB will include activities to understand and address negative perceptions of young people. This will positively impact on young people and those (such as older people) who are more afraid after dark.
	20-29				
	30-44				
	45-59		The Green Spaces Strategy and work to provide events and activities provides a positive benefit for families.		
	60-64		The work to improve the housing stock and increase affordable housing will have a positive impact on many older people. There is a high rate of older people (60 plus) in social housing with 34.62% of tenants aged 60 and over according to the Housing Census Equality report March 2013.	Our work to ensure woodlands and green spaces are perceived by the public to be safe will have an overall positive impact on all communities and specifically on women and older people.	The work to improve feelings of safety through effective communications will predominantly have a positive impact on older people as they are more likely to feel unsafe after dark.
	65-74				
	75 or over		Our new housing programme in Ditchmore Lane will include housing for Older people and people with disabilities. This will have a positive impact on these groups.		

<b>Sexuality</b>	Heterosexual/straight				The SoSafe partnership will monitor trends and data in ASB, domestic abuse and all crime including hate crime to assess any disproportionate impact.
	Gay man				
	Lesbian/Gay Woman				
	<b>Bisexual</b>				
<b>Religion/ belief</b>	Christian			The work to increase the number of affordable homes in the town, work to improve our housing stock and the work to develop a new housing allocations strategy will have a positive impact on those within the lower socio economic groups	The work to respond to domestic abuse will include activity to engage with faith communities to raise awareness of domestic abuse and access to services including addressing honour based violence.
	Buddhist				The council will assess information on usage of green spaces and pavilions across all equality groups specifically religious groups. If there is a negative impact then mitigation activities will be identified.
	Hindu				
	Jewish				
	Muslim				
	Sikh				
	Other				
No religion or belief					
<b>Marital status</b>	Single				
	Married				
	Civil partnership				

	Divorced				
	Separated				
	Widowed				
	Cohabiting/Unmarried partners				
<b>Pregnancy and maternity</b>	Pregnancy				
	Maternity (including breast feeding mothers)				
<b>*Socio-economic</b>	Low income		Our work to promote and support green spaces provides free usage of green spaces and free activities and events throughout they year. This provides a positive benefit to all ensuring that people are not excluded due to socio economic factors.		
	Homeless		The Housing Allocation Scheme will not take account of income or employment status of applicants, however in certain cases capital will be considered. This should not exclude vulnerable socio economic groups and individuals.		
	Unemployed				
	Part time workers				

	People who don't have the internet				<p>Hard copies of the Corporate strategy and other council documents including the Community Safety Plan, Green Spaces Strategy and Biodiversity action plan and the Housing Allocation Strategy can be made available on request to residents who do not have access to the internet.</p> <p>The council will publicise, promote and inform residents of activities and events on community safety and green spaces and housing using a range of methods to ensure accessibility of information.</p>
	People who need to use public transport				
	Other				
<b>Other</b>	Marriage/civil partnership				
	Parents/single parent				
	Carers of people with disabilities		The Housing Allocation Scheme allows provision for succession rights of carers in certain circumstances. This may result in a positive impact on these groups.		

	Children in contact with staff		The Green volunteer scheme volunteers are DBS checked where they come into contact with children. Any safeguarding issues that are captured through interaction with children in the community are flagged up through the council's safeguarding policies and processes.		The SoSafe partnership will work with Children's Centres to identify and support children at risk of domestic abuse.
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### Assessing the Impact Table Outcome: An Excellent Council

Does the policy/service/function have a potential positive or negative impact in relation to...	1. Negative or disproportionate impact	2. Positive impact	3. Actions to mitigate negative impact (or comment on impact)	4. Actions to further promote equality (or comment on impact)
Overall comments		<p>Equality and diversity is included as an objective within the plan ensuring that all equality strands will be considered to improve services and accessibility across the council.</p> <p>The objective to improve consultation and engagement is being addressed through the development and implementation of a Consultation and Engagement Strategy. This will positively impact all equality strands most notably age, to increase the frequency and quality of opportunity for voices to be heard.</p> <p>The council ensures that in all campaigns, press releases and publications that we are accessible for all equality groups and residents.</p>	<p>The council will explore sharing services as appropriate. Any proposals will be subjected to robust consultation ensuring a range of views, most notably those from equality groups are captured and reflected as appropriate.</p> <p>The council's Forward Together programme will strengthen and improve structures and process in the council to ensure better outcomes and a lean and efficient organisation fit for the future. An EQIA on the work strands and activities within this programme will be carried out to ensure needs of equality groups are taken into account in planning and delivery.</p>	<p>As the actions and activities are being developed to support this outcome we will ensure that each action is examined to mitigate any negative impact on all equality strands.</p> <p>The council will continue to ensure that it delivers a balanced budget. Any budget proposals will be subjected to robust public consultation ensuring a range of views, most notably those from equality groups are captured and reflected as appropriate.</p> <p>The three year budget proposals 14/15 onwards will be subjected to a robust EQIA on any changes to individual services. This will ensure that specifics are assessed for impact on all equality groups.</p>

<p><b>Overall comments</b></p>			<p>The council is currently reviewing its assets to ascertain usage, capital requirements and determine a strategy for the future. It is anticipated that this review will highlight how the council can work more effectively with the community to make best use of its assets which should deliver an overall positive effect on communities. However there may be instances where decisions are taken leading to an adverse impact on a community or group. Equality information will be considered in advance and proposals will be subjected to robust consultation to ensure the council takes account of a range of views including those of equality groups. Any decisions taken will then be subjected to robust EQIAs to ensure impact on equality groups is ascertained and mitigated as required.</p>	<p>As part of the council's Forward Together programme work will be carried out to strengthen outcomes and simplify the customer experience across the council. This will encompass use of lean processes to ensure the council streamlines our interactions with residents and ensure better quality focus on the customer. These projects will be subjected to robust EQIAs to ensure they reflect the needs of equality groups and negative impacts are mitigated effectively as appropriate.</p> <p>The council will monitor equality profiles of its staff and ensure where there are gaps that these are addressed through mitigation actions within the workforce strategy.</p>	<p>The council's equality programme incorporates a range of actions, projects and activities to understand the accessibility levels and issues across the council. We will continue with this programme to promote equality, ensure compliance with the Equality Act 2010 and improve service accessibility across the council.</p> <p>The council will roll out training on equalities to relevant staff to improve our understanding of the needs of equality groups and promote improved outcomes.</p> <p>The council's current Communications strategy Let's Talk is supported by a robust EQIA to ensure accessibility. Any future strategy re-developments or refreshes will also be subjected to an equality impact assessment.</p>
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<b>Overall comments</b>				As part of the Council's Forward Together programme we are assessing structures, skills and reviewing the training, support protocols and policies currently in place to support and develop staff. Any activities or projects that are developed as a result will be subjected to a robust EQIA to ascertain any impact on equality groups.	The council is developing an online consultation and engagement gateway as part of its commitment to increase opportunities for residents to get involved. This will enable residents who do not engage in traditional consultation methods to have the opportunity to respond on a variety of issues and topics. This should result in a positive impact on younger people.
<b>Race, ethnicity and national origin</b>	Asian or Asian British (including Indian, Pakistani, Bangladeshi, Chinese etc)				
	Black or Black British (including Caribbean and African)				
	Mixed Race				
	White (including British/Irish/Scottish / Eastern European)				
	<b>Travellers or Gypsies</b>				



	<b>People who don't speak English</b>				Alternate versions of the Corporate Strategy, Communications Strategy, policies and documents supporting this outcome and all council information can be made available in different languages, Braille and large print upon request. We also have access to interpreting services for people who do not speak English.
<b>Gender and Gender Identity</b>	Women				
	Men				
	Transgender and Transsexual				
<b>Disability</b> People with...	Physical or mobility impairments including wheelchair users				
	Hearing impaired/deaf				

	Visually impaired/blind				<p>The council is looking to develop an online consultation and engagement system to increase opportunities for participation in decision making. This will include options for larger text and translation facilities to ensure it is inclusive.</p> <p>Where residents cannot or choose not to use the online system there will be a facility for a variety of other methods to be used including face to face consultation and hard copies of surveys. This will ensure older people and those without internet access are not marginalised.</p>
	Mental health problems				
	Learning disabilities				
	<b>Long standing illness or non-visible conditions such as epilepsy or diabetes</b>				
<b>Age</b>	0-5				
	6-12				
	13-19				
	20-29				
	30-44				

	45-59				
	60-64				
	65-74				
	75 or over				
<b>Sexuality</b>	Heterosexual/straight				
	Gay man				
	Lesbian/Gay Woman				
	<b>Bisexual</b>				
<b>Religion/ belief</b>	Christian				
	Buddhist				
	Hindu				
	Jewish				
	Muslim				
	Sikh				
	Other				
	No religion or belief				
<b>Marital status</b>	Single				
	Married				
	Civil partnership				
	Divorced				
	Separated				
	Widowed				
	Cohabiting/Unmarried partners				
<b>Pregnancy and maternity</b>	Pregnancy				
	Maternity (including breast feeding mothers)				
<b>*Socio-economic</b>	Low income				
	Homeless				
	Unemployed				
	Part time workers				

	People who don't have the internet				Alternate versions of the Corporate Strategy, Communications Strategy, policies and documents supporting this outcome and all council information can be made available in different languages, Braille and large print upon request. We also have access to interpreting services for people who do not speak English.
	People who need to use public transport				
	Other				
<b>Other</b>	Marriage/civil partnership				
	Parents/single parent				
	Carers of people with disabilities				
	Children in contact with staff				

## Step 3: Planning for improvement

With potential impact identified, this step involves setting out what we will do to mitigate negative impact or further promote equality.

Goal	Actions	Person responsible	Resources needed and source	Time frame to implement	How actions are integrated into planning
Gain greater insight into the makeup and needs of Stevenage residents	<ol style="list-style-type: none"> <li>1. Analyse 2011 census data at ward level</li> <li>2. Use this analysis to tailor annual action plans including activities, measures and targets</li> </ol>	Karen Griffiths (Corporate Strategy, Partnerships and Communications Manager)	Corporate Policy and Partnerships Team  Relevant SDUs	Annual refresh of action plan by April	Integrated into relevant service plans
The strategy will be made more accessible for residents	<ol style="list-style-type: none"> <li>1. Offer translated versions of the document on request</li> <li>2. Offer large print versions of the document on request</li> <li>3. Offer printed versions on request</li> </ol>	Lucie Culkin (Communications Manager)	To end of strategy - 2018	September 2013	Already a corporate function
Regularly review potential impact of activity on equality groups	<ol style="list-style-type: none"> <li>1. Ensure completion of EQIAs on each annual action plan to the end of the strategy – 2018.</li> <li>2. Ensure services that are delivering activity and work programmes to support our corporate outcomes and priorities carry out EQIA analysis when developing and amending work plans.</li> </ol>	Karen Griffiths (Corporate Strategy, Partnerships and Communications Manager)	Corporate Policy and Partnerships Team  Relevant SDUs	To end of strategy	Integrated into relevant service plans

## Step 4: Outcome of assessment

In this step the outcome of the EqIA is identified. An EqIA has four possible outcomes; more than one may apply to a single policy, service or function.

Outcome		Tick
1. No major change needed (unlikely outcome).	The EIA demonstrates the policy, service or function is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.	<input checked="" type="checkbox"/>
2. The Policy has been adjusted.	The EIA identified potential problems or missed opportunities and adjustments were made to remove barriers or better promote equality. Details of the actions taken and planned are in the Action Plan table above.	<input type="checkbox"/>
3. Continue the policy without adjustment.	The EIA has identified the potential for adverse impact or missed opportunities to promote equality but the policy, service or function will be continued without change. See the box below for the reason for this outcome.	<input type="checkbox"/>
4. Discrimination identified – stop and rethink.	The EqIA has shown actual or potential unlawful discrimination under the Equality Act 2010 and will be removed.	<input type="checkbox"/>

### SIGN OFF BY LEAD ASSESSOR

Name: Karen Griffiths

Position: Corporate Strategy, Partnerships and Communications Manager

Date approved:

### SIGN OFF BY HEAD OF SERVICE

Name: Richard Protheroe

Position: Head of Housing, Community and Communications

Date approved: