



LITTLE GADDESSEN PARISH COUNCIL

Community Impact Assessment

(Incorporating Equality & Diversity)

Name of Matter Assessed:

Who will make the decision?

(e.g. Parish Councillors)

Who has been involved in developing the matter?

What is it:

A Community Impact Assessment (CIA) is a document that summarises how the council has had due regard to the public sector equality duty (Equality Act 2010) in decision-making.

When to assess:

A CIA should be carried out when you are changing, removing or introducing a new service, policy or function. The assessment should be proportionate; a major financial decision will need to be assessed more closely than a minor policy change.

Due Regard:

To 'have due regard' means that in making decisions and in its other day-to-day activities the Parish Council must consciously consider the need to do the things set out in the LGPC Equality and Diversity Policy

How much regard is 'due' will depend on the circumstances and in particular on the relevance of the aims in the general equality duty to the decision or function in question. The greater the relevance and potential impact, the higher the regard required by the duty. We need to make sure that we understand the potential impact of decisions on people with different protected characteristics and also need to consider this information before and as decisions are being made. This will help us to reduce or remove unhelpful impacts and inequalities

Proposal Name:

Aims/Objectives and purpose of the policy, service or function

Aims and objectives

Key actions

Expected outcomes

Who will be affected and how?

Approximately how many people will be affected

Expected date of decision

Scope/focus of the assessment:

Please outline the scope and focus of the assessment

Community Screening Outcome

Will the proposal	Yes/No
Eliminate discrimination, harassment or victimisation	
Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it	
Foster good relations between persons who share a relevant protected characteristic and persons who do not share it	
Contribute towards health improvements or inequalities	

Relevant data and/or research

Outline the information and research that has informed the decision

Sources and key findings

How will the decision affect people with different protected characteristics?

Current service provision

What are you doing now?

Rationale for change

What will you do if/when changes are agreed/introduced?

Identification of affected groups/individuals

List the groups/individuals that may be affected by the proposal

Assess and/or undertake Consultation

Has there been specific consultation on this decision (if not, state why not and/or when this may happen)?

What were the results of the consultation?

Across the protected characteristics, what difference in views did analysis of the consultation reveal

What conclusions have been drawn from the analysis on how the decision will affect people with different protected characteristics

Assessment of impact on wider community

Please give details of any impacts to the community as a whole

Analysis of impact by protected characteristics

Please summarise the results of the analysis

Assess the relevance and impact of the decision to people with different characteristics

Relevance = High/Low/None

Impact = High/Low/Neutral

Characteristic	Relevance	Impact
Age		
Disability		
Gender reassignment		
Marriage and civil partnership		
Pregnancy and maternity		
Race		
Religion or belief		
Sex		
Sexual orientation		
Other socially excluded groups (include health inequalities)		

**when assessing relevance and impact, make it clear who the assessment applies to within the characteristic category. For example, a decision may have high relevance for young people, but low relevance for older people; it may have a positive impact on women but a neutral impact on men*

Please provide details

Mitigation of adverse impact on staff/service/people

Where any negative impact has been identified, please outline the measures taken to mitigate against it

Monitoring and review

Please give details of how the changes will be monitored, and when the next review is due

Conclusion

There should be no unlawful discrimination arising from the decision

Please state how "Due regard" has been taken to the equality duty considerations

Please advise on the overall equality implications that should be taken into account in the final decision, considering relevance and impact:

Signed:

Date: