



## LITTLE GADDESSEN PARISH COUNCIL

### INTRODUCTION

Little Gaddesden Parish Council (LGPC) is committed to providing and promoting equal opportunities, eliminating discrimination and encouraging diversity in the Community. LGPC aims to create a culture that respects and values each other's differences and which promotes dignity, equality and diversity.

In support of this policy a Community Impact Assessment (CIA) document that summarises how the council has had due regard to the public sector equality duty (Equality Act 2010) in decision-making will be used. A CIA should be carried out when LGPC is changing, removing or introducing a new service, policy or function. See Appendix A of this policy.

### PURPOSE

Little Gaddesden Parish Council recognises that supporting equality is of primary importance. This policy will help Councillors and employees of the Council to develop sound and effective policies that impact on the local community, whilst ensuring that the Council meets its duty under the Equality Act 2010.

### SCOPE

This policy applies to all employees, volunteers, contractors and elected members of Little Gaddesden Parish Council. It is the responsibility of every employee and Councillor of LGPC to ensure that they do not discriminate in any way. All employees and Councillors have a duty to uphold equal opportunities principles.

### Equality Act 2010

The policy will be implemented within the framework of the Equality Act 2010

The Equality Act 2010 applies to public bodies and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by the activities, policies and services provided.

The Equality Act 2010 places a Public Sector Duty on Little Gaddesden Parish Council to work to:

- eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Act
- advance equality of opportunity between persons who share a protected characteristic and persons who don't share it
- foster good relations between persons who share a relevant protected characteristic and persons who don't share it
- no individual will be discriminated against. This includes, but is not limited to the following characteristics (known as protected characteristics under the Act)

- Age
- Disability
- Gender
- Gender reassignment.
- Marital status and civil partnerships
- Pregnancy and maternity
- Race
- Religion faith or belief including lack of belief
- Sexual orientation
- Ethnic origin
- Nationality

**IN THE COMMUNITY**

The Parish Council is committed to creating a socially inclusive and cohesive community by:

- promoting equal opportunity and equal access to employment, services and information.
- identifying and addressing the barriers that different groups face to participation in community life.
- working towards ensuring fair and equitable resources.
- respecting the diversity of our community.
- working with others to ensure that Little Gaddesden is a safe place in which to live, work or visit.
- listening and responding to the views of our communities through appropriate and widespread consultation and participation mechanisms, which are accessible to all.
- ensuring the communications, we produce and the events we hold positively reflect and promote the diversity of our communities and are made fully accessible.

**SERVICES**

We are committed to ensuring that our services are accessible to all and responsive by:

- ensuring our customers are aware of our services and that we deliver our services in ways that are sensitive to customers’ needs.
- ensuring that all those in the community are able to visit our community halls and open spaces.
- ensuring that the information we provide about our services is accessible to our community.
- consulting and involving all sections of our community in the development and monitoring of our policies and services in ways which enable people to participate.

**PROCUREMENT**

We are committed to ensuring that those contractors and others from whom we procure goods and who deliver our services share and implement our equality vision and values by:

- demonstrating that all practicable steps are being taken to allow equal access and equal treatment in employment and service delivery for all, as appropriate to the nature of the contract concerned.

**Monitoring**

The policy will be monitored by the Clerk and the Council as a whole and will be reviewed every two years, or earlier if there is a significant change in legislation.

Approved by the Parish Council at the meeting on.....

Signed by the Chairman.....

## Appendix A:

### 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:**