

COUNTY COUNCIL FULL EQUALITY IMPACT ASSESSMENT TEMPLATE

Stage of EIA	Description of Step	Checklist	Checklist
	Is this a new or an existing policy?	New	
Stage 1	Defining policy objectives and how they will be achieved	<p>Please summarise the planned outcomes for the policy:</p> <p>Improved accessibility for all especially those in wheelchairs, double pushchairs and unconventional cycles</p>	<p>How will the outcomes be achieved?</p> <p>Improved network asset with less reported issues from customers</p>
Stage 2	Information gathering/consultation Detail existing data/research/consultation sources you will use.	<p>Existing Sources</p> <p>DfT new best practice documents, Internal consultation with experts in particular fields</p>	<p>What do these sources show you?</p> <p>That some historic highway layouts are not user friendly and need adapting</p>
	Do you consider these sources to be sufficient? Yes	<p>If data is insufficient, what will you do to gather the data you need?</p> <p>Not required</p>	

	<p>What further user engagement (if any) do you need to undertake? Further policy updates if required</p> <p>The County Council's Consultation Strategy will assist you in identifying the appropriate methods to use for your consultation.</p> <p>*Person, group or organisation that has a direct or indirect stake in the policy because it can affect or be affected by the policy's actions or objectives.</p>	<p>Further consultation Who will you consult?</p> <ul style="list-style-type: none"> ➤ Stakeholders involved in production of policy <p>How will you consult? (method)</p> <ul style="list-style-type: none"> ➤ 	<p>How will you communicate the consultation results;</p> <ul style="list-style-type: none"> • To the public? Via County Councillors • Within the organisation? • To *stake holders?
<p>Stage 3</p>	<p>Assessing the equality impact of your policy from evidence gathered.</p> <p>Decision should be based on 4 factors:</p> <ul style="list-style-type: none"> • Aims of the policy • Evidence collected • Results of both formal/informal consultation • Pros and cons of alternative approaches to delivering policy objectives 	<p>From the information gathered, could the policy unlawfully discriminate or have a less favourable impact? No – the opposite it helps remove old infrastructure that discriminates</p> <p>If discrimination is unlawful, what will you do? N/A</p> <p>If adverse impact is found to exist, Please describe what this impact is:</p>	<p>If there is adverse impact could it be justified? Y/N</p> <p>If 'yes', what are your reasons and what evidence did you base this decision on?(for example: positive action to target particular parts of community)</p>

	<p>*See 'what should be done if adverse impact is identified?' to help with your decision.</p>	<p>What groups could potentially be disadvantaged? None</p> <p>Describe the degree of negative impact and the number of people likely to be affected*: N/A</p>	<p>If adverse impact cannot be justified, what will you do to rectify the position? (for example - what alternative ways could you achieve the aims of your policy?)</p>
		<p>Will the policy have any positive impacts for particular groups? Yes, as above</p>	
<p>Stage 4</p>	<p>Action Planning and Time Frames</p> <p>Please complete your EIA Action Plan template (Annex E)</p>	<p>What equality objectives and targets have you developed? Improved accessibility</p> <p>Have you attached a timescale to your targets? No as funding dependent If yes, what?</p>	<p>Have these objectives/ targets been incorporated into your monitoring and performance management system? Y/N</p> <p>How often will they be monitored and by whom?</p>

		Have the equality objectives and targets been included in your service plan? Y	Who will sign this off?
Stage 5	<p>Publication</p> <p>This is a legal requirement so you MUST send your EIA results for publishing.</p> <p>*This is for accessibility purposes for lengthy EIA's.</p>	<p>Have you sent a copy of this assessment to the Corporate Equality and Diversity Team for publication on the website?</p> <p>Have you logged your EIA onto the Listening to our communities - consultation and community engagement webpage?</p>	<p>Have you sent a copy of this assessment to your Directorate Equalities Lead? Y</p> <p>Has an executive summary been prepared*? Not required</p>
Stage 6	Monitoring and Review	<p>How will you monitor/evaluate the policy?</p> <p>Improved network with available funding</p> <p>Have you planned policy reviews? If so, how often?</p>	<p>Who will be responsible for monitoring?</p> <p>Sustainable Schemes Team</p> <p>How will you use the monitoring results?</p> <p>To ascertain increased usage</p>

Signed (Completing Officer).....Ed Dursley

Date.....29.9.2011.....

Signed (Lead Officer)Andy Baker.....

Date.....29.9.2011.....