

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 safety for the public & awareness of risks in using ford crossings. Democratic Endorsement of policy.</p>	<p>How will the outcomes be achieved?</p> <p>Works completed to ford crossings (in place). Endorsement of policy at Cabinet/Full Council.</p>
Stage 2	Information gathering/consultation Detail existing data/research/consultation sources you will use.	<p>Existing Sources</p> <p>DfT guidance & Legislation. Little data/research exists beyond this. Cabinet member consulted.</p>	<p>What do these sources show you?</p> <p>No primary or secondary sources available ref any additional works to that detailed by Dft guidance & Legislation.</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>Liaised with Dft, Legal Services, Report completed by Highways experts on condition & works required on Ford crossings,</p>	

		<p>reviewed other types of safety warnings, reviewed Met Office approach to weather warnings etc. All of above to define approach/policy to be taken forward. Also critically, involved & consulted West Mercia Police.</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? None, felt most appropriate via Cabinet next. As works & procedures for ford crossings have in effect been in place for over 3 years, so local residents affected & Parishes are aware of works etc.</p> <p>How will you consult? (method) ➤ NA</p>	<p>How will you communicate the consultation results;</p> <ul style="list-style-type: none"> • To the public? Via Cabinet/Council. • Within the organisation? Completed with key officers involved. • To *stake holders? West Mercia Police consulted & supportive of approach & policy.
Stage 3	Assessing the equality impact of your policy from evidence gathered.	From the information gathered, could the policy unlawfully discriminate or have a less favourable impact? Not as far as I	If there is adverse impact could it be justified? Y/N NA

	<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>*See 'what should be done if adverse impact is identified?' to help with your decision.</p>	<p>am aware. Only issue is signing is in English. However, this is based upon DfT guidance & Legislation with no option for variation.</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: None</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 '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>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>
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Stage 4	<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? NA</p> <p>Have you attached a timescale to your targets? Works completed If yes, what?</p> <p>Have the equality objectives and targets been included in your service plan? NA</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> <p>Who will sign this off?</p>
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>

<p>Stage 6</p>	<p>Monitoring and Review</p>	<p>How will you monitor/evaluate the policy? It will be reviewed annually.</p> <p>Have you planned policy reviews? If so, how often?</p>	<p>Who will be responsible for monitoring? Highways Maintenance Manager</p> <p>How will you use the monitoring results? To ensure policy & actions are still ensuing ford crossings are managed for maximising safety of public using them & maintaining awareness of inherent risks in their use.</p>
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Signed (Completing Officer).....Ian Bamforth

Date.....15.12.2011.....

Signed (Lead Officer)Peter Blake.....

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