

## Equality Impact Analysis to enable informed decisions

### The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

## **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

## Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

<b>Title of the policy / project / service being considered</b>	Community Strategy	<b>Person / people completing analysis</b>	Sarah Moody, Samantha Smith
<b>Service Area</b>	Engagement team, Corporate Services	<b>Lead Officer</b>	Lee Sirdifield
<b>Who is the decision maker?</b>	Executive	<b>How was the Equality Impact Analysis undertaken?</b>	Desktop initially, based on existing data. Updated with engagement findings
<b>Date of meeting when decision will be made</b>	07/09/2021	<b>Version control</b>	V0.2
<b>Is this proposed change to an existing policy/service/project or is it new?</b>	New	<b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b>	Directly delivered
<b>Describe the proposed change</b>	LCC funds elements of support to communities and provides some direct advice. Many other voluntary sector organisations do the same and a huge number of community groups exist or have started as a result of covid-19. There is a belief that the way partners work together, money is spent and services are delivered could improve to enhance and increase benefits. The draft strategy sets out LCC's first thoughts on need and actions, which have been and will be further discussed with those affected by the strategy, its aims and objectives		

### **Evidencing the impacts**

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### **Data to support impacts of proposed changes**

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

## Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

<b>Age</b>	<p>Data about volunteers suggests that they are more likely to be older adults (almost three in 10/29% are 65-74yo) so any improvements will benefit them. This did change in the early stages of lockdown 1.0. Isolation Economy research reported in May 2020 that 'Across the generational divide, people are coming together to give up their time and help those in need. More than a fifth (22%) of those aged between 35 and 54 were volunteering for instance, as were 18% of over-55s. Millennials, while the least likely to volunteer (17%), gave up the most time – an average of 3.5 hours a week on grocery shopping and 4.4 hours if volunteering in other ways. Over three quarters of those who volunteered time during the early months of lockdown said they wanted to continue afterwards and this is a great resource to harness.</p> <p><a href="#">A survey of 7000 adults</a> by the National Lottery Community Fund (TNLCF) found Reducing loneliness and isolation was a priority for communities (47%), this will likely have greatest benefit to older adults.</p> <p>There is a difference between how young people and older adults prefer to engage in all elements of community life so a mixed approach will help include all. Young people can benefit from skills and confidence development to enhance their employability</p> <p>Almost 3500 people told TNLCF that providing young people with places to go and activities to do should be a priority so this age group should also benefit from a reinvigorated approach to communities. Engaging with this group specifically will help us better understand their needs</p> <p>Engagement carried out as part of the community strategy proposal development found 37% felt delivering the strategy's ambitions could benefit people and 10% felt it could disadvantage people because of their age</p>
<b>Disability</b>	<p>People with different disabilities find different methods of participation easier. From promotion of support and engagement opportunities to the activities and actions themselves, consideration needs to be given to mixed approaches. This strategy, and feedback on other strategy engagement, encourages that. TNLCF research supports this approach too, stating that supporting mental health (39%) and helping local people to live healthily and well (38%) are also seen as important for community wellbeing this year (2021). Engaging people with disabilities and their representatives will help us better understand their specific needs and possible mitigation/support requirements</p> <p>Engagement carried out as part of the community strategy proposal development found approximately one third (33%) felt delivering the strategy's ambitions could benefit people and one seventh of respondents (7%) felt it could disadvantage people because of a disability (whether physical, sensory, learning/developmental or mental ill-health)</p>
<b>Gender reassignment</b>	<p>No positive impact anticipated, Engaging with this group specifically would help us better understand their needs</p> <p>Engagement carried out as part of the community strategy proposal development found that almost eight in 10 respondents couldn't comment on the impact gender reassignment would have so work with representative organisations will need to be established in future engagement to ensure they can be included and welcomed into all elements of civic society</p>

<b>Marriage and civil partnership</b>	No positive impact anticipated. Engagement carried out as part of the community strategy proposal development found approximately one fifth of respondents felt the strategy's delivery could benefit this group, but did not specify why or how
<b>Pregnancy and maternity</b>	No positive impact anticipated, however increased volunteering could support families within this group. Engagement saw a very mixed view on the benefits to this group that could be delivered by the strategy with 14% believing it could have a positive impact, but a very similar proportion (11%) thinking it would have a negative impact
<b>Race</b>	According to <a href="#">Government data</a> about volunteers (report September 2020), just under one in four people over 16 volunteered formally at least once a month in the UK. People from Black (24%) and White (23%) backgrounds were most likely to volunteer and rates in the Asian community (15%) were lower so there could be greater benefit to people from some ethnic backgrounds... English first language - 2011 national census data shows that over 28,500 people speak a foreign language as their main language. Almost seven in ten (69.3%) of those spoke English well, which is below the national average. Engaging with this group will help us better understand any specific needs and potential support required. Engagement findings suggest that one fifth believe delivering the strategy's ambitions could benefit people and one seventh of respondents (7%) felt it could disadvantage people because of their race
<b>Religion or belief</b>	No positive impact anticipated, but there is a significant amount of volunteering and community support based around religious groups and institutions so support improvements could have a positive impact. Engaging with this group will help us better identify and understand specific concerns and potential resolution. Engagement carried out as part of the community strategy proposal development found approximately one fifth (21%) felt delivering the strategy's ambitions could benefit people and 14% felt it could disadvantage people because of their religious beliefs
<b>Sex</b>	More women (41%) volunteer than men (36%) according to DCMS data so they will potentially benefit to a greater extent, but men could also benefit from participation in community life and improvements to services to facilitate them. Engaging with all genders will help us better understand any specific needs and potential support required. Engagement findings suggest that one fifth (21%) believe delivering the strategy's ambitions could benefit people and one seventh of respondents (7%) felt it could disadvantage people because of their gender
<b>Sexual orientation</b>	Data about this group is patchy and it is difficult to identify whether there will be any positive impact on this group. The numbers of LGBTQI+ volunteers in mainstream organisations is not well known as these volunteers are sometimes less visible and many organisations do not monitor the sexual orientation of their volunteers. Engaging with this group will help us better understand any specific needs they have and potential support to overcome any barriers. Findings as part of engagement revealed the same proportion of people could not give an informed opinion on this, while 14% also felt it could have a positive impact and 7% felt it could disadvantage people

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

Carers: Carer engagement carried out in the past and during 2021 says that carers highly value and need someone to talk to. This does not necessarily have to come from a paid support worker, but could be a volunteer-led befriending service for example. Carers also identify that volunteering outside their caring role benefits their health and wellbeing so improvements in opportunities to participate in community life could benefit them. This was reiterated in engagement

Those living in poverty: This group is likely to have greater need for additional support. Community-led activities could benefit this group significantly. Volunteering and community participation can also develop skills and confidence that are transferable to the work place, which can enhance life chances, including employability.

Those living in rural areas: Services in rural areas are patchier than in more densely populated, urban areas because they are less financially viable. Further enhancing and supporting rural communities to help themselves and deliver support will have a positive impact by 'plugging' potential gaps in formal services. Almost three in 10 people formally volunteer in rural areas compared to two in 10 in urban areas, according to lifestyle survey data. TNLCF data highlighted that access to natural green spaces (52%), providing young people with places to go and activities to do (48%) and community activities that bring people together (38%) should be priorities from 2021

General communities: Lockdown meant community ties strengthened. Isolation Economy research revealed that almost two-thirds (64%) of UK adults felt their communities had 'come together to help each other' during the crisis and with appropriate, effective support in place, plus celebrations and events to bring people together (eg Queen's Platinum Jubilee in 2022) this could potentially continue



### Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

<b>Age</b>	<p>Older people generally prefer non-digital means of engagement Mitigation: In line with customer and digital strategies, various/alternative options will be provided to participate. Digital first, but not the only means of engaging</p> <p>Young adults are generally less likely to volunteer and engage in political decision making. 'A guide to the effective involvement of children and young people', identified barriers such as a lack of flexibility, inaccessible venues and safeguarding concerns Mitigation: Gather intelligence regarding how young people wish to be involved, work through experts and existing panels of young people/establishments to improve our understanding of their needs</p> <p>Engagement supported this view with one in 10 respondents seeing a potential negative impact Mitigation: Engage directly with representatives and organisation who advocate for young people and help their voice be heard</p>
<b>Disability</b>	<p>Services, venues and approaches can present significant barriers to people with physical and emotional disabilities Mitigation: Alternative formats, approaches and communications methods will be used to reach people with disabilities and find potential solutions, working with/through organisations who specialise in engaging these groups, such as sensory loss or learning disabilities</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact Mitigation: Engage directly with representatives and organisation who advocate for and help people with disabilities voices be heard</p>

<p><b>Gender reassignment</b></p>	<p>No perceived adverse impact identified, however <a href="#">government research</a> showed that a fear of judgement and not being treated in the same ways as others put some off participating in public/civic/political life. There was a perception that being transgender would present more barriers to getting involved among 'non-active' transgender people. Those participants who were active had vastly different experiences, some very positive, but some clear discrimination</p> <p>Mitigation: Work with groups that represent this community to understand and address concerns/barriers locally and encourage participation in rights/equalities issues as this was frequently identified as a motivating factor in transgender people engaging. Promotion/education regarding rights, benefits and general challenges of LGBTQI+ people across the board and reminders of small steps to stop transgender people feeling excluded, such as avoiding salutations that use titles such as Mr/Mrs. Longer term, greater visibility of transgender people in public office is believed to be the key to creating role models, increasing representation and challenging stereotypes and discrimination</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact, although almost 80% didn't feel able to make an informed judgement</p> <p>Mitigation: Engage directly with representatives and organisations who help people whose gender is different to that assigned at birth voices be heard</p>
<p><b>Marriage and civil partnership</b></p>	<p>No perceived adverse impact identified</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact</p> <p>Mitigation: This will be monitored to ensure there is no intended or unintended bias and steps taken to address the issue if it arises</p>
<p><b>Pregnancy and maternity</b></p>	<p>Families with young children might find some community-based opportunities harder to fulfil because of commitments</p> <p>Engagement supported this view with 11% of respondents seeing a potential negative impact, while only 14% saw a potentially positive impact.</p> <p>Mitigation: Work closely with partners and colleagues to monitor this assumption and consider as part of broader policies if a potential issue might arise</p>
<p><b>Race</b></p>	<p>No perceived adverse impact identified, but language could be a barrier to some if we do not engage appropriately, accessibly and through the right channels</p> <p>Mitigation: Use data/intelligence on local leaders, networks and representative groups to share messages/ news/ engagement opportunities</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact</p> <p>Mitigation: Engage directly with community leaders who represent different racial groups and ensure communications are appropriate to the audience</p>

<b>Religion or belief</b>	<p>No perceived adverse impact identified, but if we do not engage appropriately, accessibly and through the right channels we could place barriers to access inadvertently  Mitigation: Use data/intelligence on local leaders, networks, venues and representative groups to share messages, news and engagement opportunities</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact  Mitigation: Engage directly with community leaders on appropriate elements of strategy delivery and broader matters</p>
<b>Sex</b>	<p>No perceived adverse impact identified</p> <p>Engagement reflected this view with 7% of respondents seeing a potential negative impact because of a perceived lack of understanding about inclusivity more broadly</p>
<b>Sexual orientation</b>	<p>No perceived adverse impact identified</p> <p>Engagement supported this view with 7% of respondents seeing a potential negative impact, although almost 80% didn't feel able to make an informed judgement  Mitigation: Engage directly with representatives and organisations who ensure this group's voices can be heard</p>

**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

People who are employed/time poor: Having complex priorities means less time is available to participate in community life. The least likely age group to volunteer are 25-34 yos according to DCMS statistics from 2018 as they are likely to work and/or have families  
Mitigation: Flexible and informal opportunities will need to be available that can fit around existing and conflicting priorities – Lincolnshire Volunteer Centres encourage "Micro-volunteering". Digital methods of participation and engagement have already proved to be successful in reaching this group as the information and opportunities are available 24/7 so those who work shifts for example can get involved at any time, according to associates of The Consultation Institute

People living in poverty: In [2018](#), volunteering rates among people living in the most deprived areas were 14 percentage points lower than in more affluent rural areas  
Mitigation: Support into employment schemes might benefit this group

Engagement supported these assumptions so the mitigations will be strongly recommended to services and partners involved in delivering the strategy's ambitions

## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [consultation@lincolnshire.gov.uk](mailto:consultation@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

### Objective(s) of the EIA consultation/engagement activity

Asked about impact of needs and actions on particular groups to help identify potential problems and solutions/mitigation as part of seeking agreement/understanding disagreement with the 13 needs identified as part of draft proposals

**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

<b>Age</b>	Findings included in positive/negative assumptions above. More positive than negative, but with mitigation identified to tackle concerns
<b>Disability</b>	Findings included in positive/negative assumptions above. More positive than negative, but with mitigation identified to tackle concerns
<b>Gender reassignment</b>	Findings included in positive/negative assumptions above. More positive than negative, but eight in 10 not feeling confident in giving a view. Mitigation identified to tackle concerns
<b>Marriage and civil partnership</b>	Findings included in positive/negative assumptions above. More positive than negative, but with mitigation identified to tackle concerns
<b>Pregnancy and maternity</b>	Findings included in positive/negative assumptions above. Marginally more positive than negative, but with mitigation identified to tackle concerns
<b>Race</b>	Findings included in positive/negative assumptions above. More positive than negative, but with mitigation identified to tackle concerns
<b>Religion or belief</b>	Findings included in positive/negative assumptions above. Slightly more positive than negative, but with mitigation identified to tackle concerns

<b>Sex</b>	Findings included in positive/negative assumptions above. More positive than negative, but with mitigation identified to tackle concerns
<b>Sexual orientation</b>	Findings included in positive/negative assumptions above. More positive than negative, but eight in 10 not feeling confident in giving a view. Mitigation identified to tackle concerns
<b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b> The purpose is to make sure you have got the perspective of all the protected characteristics.	Gender reassignment and sexual orientation have been identified, as part of this work, as areas where engagement is lacking. Efforts are recommended to engage directly with representatives on future matters that might adversely affect people with these protected characteristics. Direct feedback from other sources also recommends specific consideration for inclusion of people with disabilities
<b>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</b>	Governance arrangement for oversight of working groups, measure against outcomes identified

## Further Details

<b>Are you handling personal data?</b>	<p>Yes</p> <p>If yes, please give details.</p> <p>Names and contact information will be sought from engagement respondents wishing to be kept informed or work with LCC and partners on addressing issues identified. This risk has been assessed and signed off by the council's information assurance team as part of the engagement process</p>
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Actions required	Action	Lead officer	Timescale
Include any actions identified in this analysis for on-going monitoring of impacts.	Engage with groups – specifically develop a relationship with community leaders and representatives those who might be adversely impacted by the strategy	Sarah Moody	Lifecycle of strategy and beyond

Version	Description	Created/amended by	Date created/amended	Approved by	Date approved
V0.1 V0.2	First thoughts and desktop evidence trawl Includes feedback from engagement and additional action/mitigation	Sarah Moody, Sam Smith	07/06/21	Lee Sirdifield – v0.2 TBC David Coleman – v0.2 TBC	

**Examples of a Description:**

'Version issued as part of procurement documentation'  
 'Issued following discussion with community groups'  
 'Issued following requirement for a service change; Issued following discussion with supplier'

