

Equality Impact Assessment (EIA)

Before completing this form, please refer to the supporting guidance documents which can be found on the equality page of the intranet. The page also provides the name of your Corporate Equality Group member should you need any additional advice.

Equality Impact Assessments (EIAs) are a planning tool that enable us to build equality into mainstream processes by helping us to:

- consider the equality implications of our policies (this includes criteria, practices, functions or services - essentially everything we do) on different groups of employees, service users, residents, contractors and visitors
- identify the actions we need to take to improve outcomes for people who experience discrimination and disadvantage
- fulfil our commitment to public service.

The level of detail included in each EIA should be proportionate to the scale and significance of its potential impact on the people with protected characteristics.

This assessment may be published on the Authority’s website as part of a Council or Cabinet Report. It can also be requested under the Freedom of Information Act 2000 and can be used as evidence in complaint or legal proceedings.

Proposal details

1. Name of the policy or process being assessed	Refresh of 2020-24 Our North Tyneside Plan	
2. Version of this EIA (e.g. a new EIA = 1)	1	
3. Date EIA created	11 June 2021	
	Name	Service or organisation
4. Principal author of this EIA	Anne Foreman	Corporate Strategy
5. Others involved in writing this EIA <i>EIAs should not be completed by a sole author. Think about key stakeholders and others who can support the process and bring different ideas and perspectives to the discussion.</i>	Heather Thrussell	Corporate Strategy

6. What is the purpose of your proposal, who should it benefit and what outcomes should be achieved?

The purpose of the engagement on the refresh of the Our North Tyneside Plan is to reach different sectors of the population through an approach that encompasses engagement with residents as a whole and customers/users of services as well as particular groups of people, including those with protected characteristics. The approach also ensures reach with particular interest groups such as carers, older people, children and young people and council housing tenants. This will allow a wide a range as possible to have the opportunity to comment on the proposed changes to the Our North Tyneside Plan and put forward their views for consideration.

7. Does this proposal contribute to the achievement of the Authority’s public sector equality duty? Will your proposal:

Write your answers in the table

Aim	Answer: Yes, No, or N/A	If yes, how?
Eliminate unlawful discrimination, victimisation and harassment	N/A	
Advance equality of opportunity between people who share a protected characteristic and those who do not	Yes	To offer all residents, customers and users the opportunity to take part in the refresh of 2020-24 Our North Tyneside Plan
Foster good relations between people who share a protected characteristic and those who do not	N/A	

Evidence Gathering and Engagement

8. What evidence has been used for this assessment?

Engagement Strategy Previous engagement especially feedback regarding budget and council plan engagement in the past

9.a Have you carried out any engagement in relation to this proposal?

	√
Yes - please complete 9b	
No	✓

9.b Engagement activity undertaken	With	When

9. Is there any information you don't have?

	√	Please explain why this information is not currently available
Yes - please list in section A of the action plan at Q13		
No	✓	

Analysis by protected characteristic

	A	B	C
11. Protected characteristic	Does this proposal and how it will be implemented have the <u>potential</u> to impact on people with this characteristic? (Answer – Yes or No)	If ‘Yes’ would the <u>potential</u> impact be positive or negative? (Answer – positive or negative)	Please describe the <u>potential</u> impact and the evidence (including that given in Q8 and 9) you have used
All Characteristics	Yes	Positive	The consultation will be promoted widely through our partners in the voluntary community sector to ensure they are aware of all engagement opportunities linked to the ONT Plan refresh. The consultation will also be advertised in all libraries and leisure centres and the 4 main Customer First Centre Community Conversation Corners if this is possible under the Covid19 secure guidelines. The consultation will also be advertised widely on the website, in our Digital Engagement Hub, through social media and the press. We will highlight that information will be available in other formats and languages if required. We will respond to specific requests as they are received via our wide range of communication channels.
Sex – male or female	Yes	Positive	The promotion through partners and our media channels provides opportunities to reach people with these characteristics.
Pregnancy and maternity – largely relates to employment, but also to some aspects of service delivery e.g. for breastfeeding women	N/A		

Age – people of different ages, including young and old	Yes	Positive	Paper copies of the consultations will be available in the Community Conversation Corners if this is possible under the Covid19 secure guidelines. We will use our partners in VCS to promote the engagement. We will also involve the Young Mayor and Youth Council.
Disability – including those with visual, audio (BSL speakers and hard of hearing), mobility, physical, mental health issues, learning, multiple and unseen disabilities	Yes	Positive and negative	We can provide communication support for people and will respond to specific requests as they are received. There is a potential negative impact for people with learning difficulties because of the nature on the information being provided on the website but we will involve our SEND YF in an online digital capacity
Gender reassignment - includes trans, non-binary and those people who do not identify with or reject gender labels	Yes	Positive	The promotion through partners and our media channels provides the opportunity to reach people with these characteristics.
Race – includes a person’s nationality, colour, language, culture and geographic origin	Yes	Positive	The promotion through partners, BAME Task Force and media channels provides the opportunity to reach people with these characteristics. We can provide communication support for people and will respond to specific requests as they are received.
Religion or belief – includes those with no religion or belief	Yes	Positive	The promotion through partners and our media channels provides the opportunity to reach people with these characteristics.
Sexual orientation – includes gay, lesbian, bisexual and straight people	Yes	Positive	The promotion through partners and our media channels provides the opportunity to reach people with these characteristics.

Marriage and civil partnership status - not single, co-habiting, widowed or divorced– only relates to eliminating unlawful discrimination in employment	N/A		
Intersectionality - will have an impact due to a combination of two or more of these characteristics	N/A		

If you have answered **'Yes'** anywhere in column A please complete the rest of the form, ensuring that all identified negative impacts are addressed in either Q12 'negative impacts that cannot be removed' or Q13 'Action Plan' below

If you have answered **'No'** in all rows in column A please provide the rationale and evidence in the all characteristics box in column C and go to Q14 'Outcome of EIA'.

12.a Can any of the negative impacts identified in Q11 not be removed or reduced?

Yes - please list them in the table below and explain why	✓
/No	

12.b Potential negative impact	What alternative options, if any, were considered?	Explanation of why the impact cannot be removed or reduced or the alternative option pursued.
If unable to offer information in our public buildings because of COVID19 restrictions	Offer of more phone conversations and paper based promotions as well as the use of on-line platforms	Guidance imposed by central Government
Accessibility of engagement materials for people with learning disabilities	Gauge interest through our SEND engagement and work with our partners to ensure their needs are considered	

Action Planning (you do not need to complete the grey cells within the plan)

13. Action Plan	Impact: (Answer remove or reduce)	Responsible officer (Name and service)	Target completion date
Section A: Actions to gather evidence or information to improve NTC's understanding of the potential impacts on people with protected characteristics and how best to respond to them (please explain below)			
Section B: Actions already in place to remove or reduce potential negative impacts (please explain below)			
A variety of engagement methods and engagement through VCS	reduce	Heather Thrussell Corporate Strategy	
Ability to promote and provide information in different formats and languages and provide communication support	reduce	Heather Thrussell Corporate Strategy	
Section C: Actions that will be taken to remove or reduce potential negative impacts (please explain below)			
Section D: Actions that will be taken to make the most of any potential positive impact (please explain below)			
Section E: Actions that will be taken to monitor the equality impact of this proposal once it is implemented (please explain below)			
Weekly monitoring of feedback and the characteristics of participants to inform possible further targeted engagement	Reduce	Anne Foreman Corporate Strategy	End of engagement activity
Section F: Review of EIA to be completed		Heather Thrussell	November 2023

14. Outcome of EIA

Based on the conclusions from this assessment:

Outcome of EIA	Tick relevant box	Please explain and evidence why you have reached this conclusion:
The proposal is robust, no major change is required.	✓	
Continue but with amendments		
Not to be pursued		

Now send this document to the [Corporate Equality Group member for your service](#) for clearance.

Quality assurance and approval

Questions 15-18 are only for completion by the Corporate Equality Group Member for your service

15. Do you agree or disagree with this assessment?	Agree	✓	Disagree	
16. If disagree, please explain:				
17. Name of Corporate Equality Group Member:	Jessica Madden			
18. Date:	16/06/2021			

Conclusion:

- If the assessment is agreed, please send the document to the Head of Service for sign off.
- If you disagree return to author for reconsideration.

Questions 19-22 are only for completion by the Head of Service

19. Do you agree or disagree with this assessment?	Agree	<input checked="" type="checkbox"/>	Disagree	<input type="checkbox"/>
20. If disagree, please explain:				
21. Head of Service:	Jacqueline Laughton			
22. Date:				

Please return the document to the Author and Corporate Equality Group Member.