



Equality Impact Analysis (EqIA)

(Also known as Equality Impact Assessment, People Impact Assessment, Equality Risk Assessment)

Policy / Project / Function				Date of Analysis	
Analysis Rating: please tick 1 box ✓ <i>(The analysis rating is identified after the analysis has been completed - See Completion Notes).</i>	RED	AMBER	GREEN	Proportionate means achieving a legitimate aim/can be objectively justified.	
Please list methods used to analyse impact on people (e.g. consultations forums, meetings, data collection)					
Please list any other policies that are related to or referred to as part of this analysis					
Please list the groups of people potentially affected by this proposal. (e.g. applicants, employees, customers, service users, members of the public)					
What are the aims and intended effects of this proposal (project, policy, function, service)?					
DRAFT					
Is any Equality Data available relating to the use or implementation of this proposal (policy, project, or function, service)? Please Tick ✓ (See Completion notes)					
YES:			NO:		
List any Consultations e.g. with employees, service users, Unions or members of the public that has taken place in the development or implementation of this proposal (project, policy, function)?					
DRAFT					
Financial Analysis If applicable, state any relevant cost implications (e.g. expenses, returns or savings) as a direct result of the implementation of this policy, project, or function.					
Costs (£)			Projected Returns £		
Implementation £			Projected Savings £		

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What impact will the implementation of this proposal have on people who share characteristics protected by <i>The Equality Act 2010</i> ?				
✓ (See Completion notes)				
Protected Characteristic:	Neutral Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification if determining <i>Genuine Determining Reason</i> exists
1. Gender (Men and Women)				DRAFT
2. Race (All Racial Groups)				
3. Disability (Mental, Physical, and Carers of Disabled people)				
4. Religion or Belief				
5. Sexual Orientation (Lesbian, Gay, Bisexual, and Straight)				
6. Pregnancy and Maternity				
7. Marital Status (Married and Civil Partnerships)				
8. Transgender				
9. Age (People of all ages)				

This Equality Impact Analysis was completed by: (Name and Department):

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Action Plan Owner:		Commencement date:		Sign off date:	
Action Planning					
As a result of performing this analysis, what actions are proposed to remove or reduce any risks of adverse outcomes identified on people (employees, applicants customers, members of the public etc) who share characteristics protected by <i>The Equality Act 2010</i> ?					
Identified Risk	Recommended Actions	Responsible Lead	Completion Date	Review Date	

DRAFT

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Completion Notes:	
Analysis Ratings:	<p>The analysis rating is identified after the analysis has been completed.</p> <p>Red: As a result of performing this analysis, it is evident a risk of discrimination exists (direct, indirect, unintentional, or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. In this instance, it is recommended that the use of the activity or policy be suspended until further work or analysis is performed.</p> <p>If it is considered this risk of discrimination (is <i>objectively justified</i>, and/or the use of this proposal (policy, activity, function) is a <i>proportionate means of achieving a legitimate aim</i>; this should be indicated and further professional advice taken.</p> <p>Amber: As a result of performing this analysis, it is evident a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p> <p>Green: As a result of performing this analysis, no adverse effects on people who share Protected Characteristics are identified - no further actions are recommended at this stage.</p>
Equality Data:	<p>Equality data is internal or external information that may indicate how the activity or policy being analysed can affect different groups of people who share the nine <i>Protected Characteristics</i>. Examples of <i>Equality Data</i> include: (this list is not definitive)</p> <ol style="list-style-type: none"> 1: Application success rates by <i>Equality Groups</i> 2: Complaints by <i>Equality Groups</i> 3: Service usage and withdrawal of services by <i>Equality Groups</i> 4: Grievances or decisions upheld and dismissed by <i>Equality Groups</i>
Legal Status:	<p>This document is designed to assist organisations in “<i>Identifying and eliminating unlawful Discrimination, Harassment and Victimisation</i>” as required by <i>The Equality Act Public Sector Duty 2011</i>.</p> <p>Doing this analysis may also identify opportunities to <i>foster good relations</i> and <i>advance opportunity</i> between those who share Protected Characteristics and those that do not.</p> <p><i>An EqIA is not legally binding and should not be used as a substitute for legal or other professional advice.</i></p>
Objective And/or Proportionate	<p>Certain discrimination may be capable of being defensible if the determining reason is:</p> <ol style="list-style-type: none"> (i) <i>objectively justified</i> (ii) <i>a proportionate means of achieving a legitimate aim</i> of the organisation <p>For <i>objective justification</i>, the determining reason must be a real, objective consideration, and not in itself discriminatory. To be ‘<i>proportionate</i>’ there must be no alternative measures available that would meet the aim without too much difficulty that would avoid such a discriminatory effect. Where (i) and/or (ii) is identified it is recommended that professional (legal) advice is sought prior to completing an Equality Impact Analysis.</p>