

# Equality Impact Assessment

## Section 1: Identifying details

Your function, service area and team: Grant Aid, Community Health & Wellbeing Team

If you are submitting this EqIA on behalf of another function, service area or team, specify the originating function, service area or team: N/A

Title of policy or decision: Grant Aid Service Level Agreements 2019-20 for Citizen Advice Epping Forest District & Voluntary Action Epping Forest

Officer completing the EqIA: Gaby Gold Tel: Ext:4247 Email: [ggold@eppingforestdc.gov.uk](mailto:ggold@eppingforestdc.gov.uk)

Date of completing the assessment: 31<sup>st</sup> January 2019

## Section 2: Policy to be analysed

2.1	<p>Is this a new policy (or decision) or a change to an existing policy, practice or project? No, it is part of an on-going decision-making process</p>
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision): The purpose is to provide financial stability for CAEFD &amp; VAEF so that they can continue to deliver their support and services to district residents.</p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? Granting funding to groups that will impact positively on local people's lives</p>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"><li>• service users</li><li>• employees</li><li>• <b>the wider community or groups of people, particularly where there are areas of known inequalities?</b></li></ul> <p>Will the policy or decision influence how organisations operate? Yes, it will enable them to provide services/access or support to residents.</p>

2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>No, the Grant budget for Citizen Advice Epping Forest District &amp; Voluntary Action Epping Forest is contained within the CSB.</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>The allocation of grant aid supports the Council's Corporate Plan, by enabling voluntary sector groups to increase or add value to their work in local communities. For example, supporting residents in rural areas, social isolation, mental health first aid interventions, falls prevention, community development, warmer homes, financial support and referrals.</p>

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### Section 3: Evidence/data about the user population and consultation<sup>1</sup>

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified? Monitoring visits with the organisations, attendance at Trustee Board meetings and paperwork issued by them informs Council Officers and Members of the projects and services they are delivering. Monitoring visits by Council Officers allows for more in-depth discussions.</p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>The Portfolio Holder for Community &amp; Partnerships Services and Council Officers have met with the organisations and discussed their services and funding arrangements.</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary: N/A</p>

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## Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Disability	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Gender	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Gender reassignment	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Marriage/civil partnership	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Pregnancy/maternity	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L

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Race	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Religion/belief	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L
Sexual orientation	Positive The Grant Aid criteria ensures that no unfair restrictions on membership/ participation is acceptable in terms of groups applying for funding.	L

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## Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No <input checked="" type="checkbox"/>	
		Yes <input type="checkbox"/>	If 'YES', use the action plan at <b>Section 6</b> to describe the adverse impacts and what mitigating actions you could put in place.

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**Section 6: Action plan to address and monitor adverse impacts**

<b>What are the potential adverse impacts?</b>	<b>What are the mitigating actions?</b>	<b>Date they will be achieved.</b>

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**Section 7: Sign off**

**I confirm that this initial analysis has been completed appropriately.  
(A typed signature is sufficient.)**

Signature of Head of Service: G Wallis

Date: 31.01.19

Signature of person completing the EqIA: G. Gold

Date: 31.01.19

**Advice**

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqIA you undertake to the director responsible for the service area. Retain a copy of this EqIA for your records. If this EqIA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

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