Section 1: Identifying details

Your function, service area and team: Transformation, Office of the Chief Executive
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: Corporate Plan 2018-2023 – Progress Report Quarter 3 2018/19
Officer completing the EqIA: Tel: Monika Chwiedz x2076 mail:mchwiedz@eppingfprestdc.gov.uk
Date of completing the assessment: 21/01/2019

Section 2: Policy to be analysed

2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? It is a regular update report on performance against the Corporate Plan 2018-2023
2.2	Describe the main aims, objectives and purpose of the policy (or decision): This is a quarter 3 position for 2018-19, in relation to the achievement of the objectives and measures contained within the Corporate Plan. There are no equality implications arising from the specific recommendations of this report. Relevant implications arising from individual actions will be identified and considered by the responsible service director. What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? 1. Provide an update 2. Enhanced picture of corporate performance against the benefits maps and performance indicator set.
2.3	Does or will the policy or decision affect: • service users • employees • the wider community or groups of people, particularly where there are areas of known inequalities? No. Where individual objectives or performance from the Plan require decisions, these are the subject of individual reports, each accompanied by its own Equality Impact Assessment. Will the policy or decision influence how organisations operate? No

2.4	Will the policy or decision involve substantial changes in resources? No, it is just a quarter 3 update.
2.5	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? The Corporate Plan is the Council's premium strategic policy. All other Council policies and decisions support the delivery of the Corporate Plan.

Section 3: Evidence/data about the user population and consultation[1]

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	What does the information tell you about those groups identified? Update report, no impact
3.2	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? Update report, no impact
3.3	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: Update report, no impact

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	None in this category as there are no equality implications arising from the specific recommendations of this report	
Disability		
Gender		
Gender reassignment		

Marriage/civil partnership		
Pregnancy/maternity		
Race		
Religion/belief		
Sexual orientation		

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 ☒	
		Yes ☐	If '**YES**', use the action plan at **Section 6** to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.
There are no policy decisions contained in this report.	Any decision regarding a policy change would require its own report and be accompanied by a detailed Equality Impact Assessment as appropriate.	As and when any decision is brought forward

Section 7: Sign off

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

Signature of Interim Transformation Manager: Gareth Nicholas	Date: 21/01/2019
Signature of person completing the EqIA: Monika Chwiedz	Date: 21/01/2019

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.

Epping Forest District Council