

Colchester Borough Council

Equality Impact Assessment Form - An Analysis of the Effects on Equality

Section 1: Initial Equality Impact Assessment

Name of project to be assessed:

- Formation of a Building Control Shared Service

NB: 'Project' is meant broadly to mean project, strategy, service, function, activity or decision.

1. What is the main purpose of the project

- To facilitate the formation of a shared service for Building Control between eight Essex local authorities with Colchester as the Host Authority.

2. What main areas or activities does it cover?

- Building control

3. Are there changes to an existing project being considered in this assessment? If so what are they?

- No – this is a new initiative

4. Who are the main audience, users or customers who will be affected by the project?

- Local residents
- Local, regional and national building companies
- Building control staff in the eight local authorities

5. What outcomes do you want to achieve from the project?

- Improved levels of service and resilience
- Fit for purpose ICT platform to facilitate remote working
- Flexible working for combined staff team
- More efficient use of resources
- Improvement in ability to recruit/retain staff
- Provision of Trainee/Apprenticeship opportunities
- Consistent application of Building Control Standards across the participating authorities

6. Are other service areas or partner agencies involved in delivery? If so, please give details below:

- Finance
- ICT
- HR
- Communications
- Legal & Governance

7. Are you aware of any relevant information, data, surveys or consultations¹ which help us to assess the likely or actual impact of the project upon customers or staff?

- No

8. The 'general duty' states that we must have "due regard" to the need to:

- eliminate unlawful discrimination, harassment and victimisation?
- advance equality of opportunity between people who share a 'protected characteristic'² and those who do not?³

¹Click on [surveys or consultations](#) for more information. The Council's surveys and consultations include 'equality monitoring information' to help us identify any particular concerns or views expressed by any particular group or 'protected characteristic'. It can also help us to assess how representative of our customers the respondent group is. Local Data on the Protected Characteristics is available [on this page](#) of the Hub.

²The Equality Act's 'protected characteristics' include age, disability, gender reassignment, pregnancy and maternity, race, religion or belief and sex and sexual orientation. It also covers marriage and civil partnerships, but not for all aspects of the duty.

(c) foster good relations between people who share a protected characteristic and those who do not?⁴

Not all policies help us to meet the 'general duty', but most do.

Where applicable, explain how this project helps us to meet the 'general duty':

The project helps us to 'eliminate unlawful discrimination, harassment and victimisation' in the following way(s):

- None identified

The project helps us to 'advance equality of opportunity...' in the following way(s):

- by improving service delivery to residents and local, regional and national building companies
- by providing added resilience to secure consistency and quality of service deliver
- by providing trainee/apprenticeship opportunities to all ages

The project helps us to 'foster good relations...' in the following way(s):

- By maintaining and improving existing working relationships with local residents and building companies

9. This section helps us to identify any disproportionate impacts. Please indicate in the table below whether the project is likely to particularly benefit or disadvantage any of the 'protected characteristics'.

³ This involves having due regard, in particular, to the need to: (a) remove or minimise disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it, and (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

⁴ This involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Age	Older people (60+)	X	Provision of reliable, resilient service to all clients	X	None identified
	Younger people (17-25) and children (0-16)	X	Provision of trainee and/or apprenticeship opportunities working towards a professional qualification/career	X	None identified
Disability	Physical	X	None identified	X	None identified
	Sensory	X	None identified	X	None identified
	Learning	X	None identified	X	None identified
	Mental health issues	X	None identified	X	None identified
	Other – <i>specify</i>		None identified		
Ethnicity ⁵	White	X	All ethnic groups will benefit from a more consistent and high quality building control service	X	None identified
	Black	X	As above	X	None identified
	Chinese	X	As above	X	None identified
	Mixed Ethnic Origin	X	As above	X	None identified
	Gypsies/ Travellers	X	As above	X	None identified
	Other – <i>please state</i>				
Language	English not first language	X	None identified	X	None identified
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks	X	None identified	X	None identified

⁵ National Census 2011 categories are: Bangladeshi, Indian, Pakistani, Other Asian (Asian or Asian British), African, Caribbean, Other Black (Black or Black British), White and Black African, White and Asian, White and Black Caribbean (Mixed), British, Irish, Other White (White), Chinese, Other (Other Ethnic Group).

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Religion or Belief	People with a religious belief (or none)	X	None identified	X	None identified
Sex	Men	X	None identified	x	None identified
	Women	X	None identified	x	None identified
Gender Reassignment ⁶	Transgender/ Transsexual	X	None identified	X	None identified
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian	X	None identified	X	
Marriage and Civil Partnership	People who are married or in a civil partnership	X	None identified	X	

10. If you have identified any negative impacts (above) how can they be minimised or removed?
(This is a key section: Please deal with each negative impact noted above in turn.)

- None identified

11. Could the project discriminate⁷ against any 'protected characteristic', either directly or indirectly⁸?

- No

⁶ The protected characteristic of gender reassignment is defined by the Equality Act 2010 as “a person proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.” This is a personal process that may involve medical interventions such as counselling, psychotherapy, hormone therapy or surgery, but does not have to. NB: It is generally held that transgender people disguise their features or clothing to resemble their preferred sex, whereas transsexual people wish to change their body to completely resemble their preferred sex.

⁷ The Council has a general duty to 'eliminate unlawful discrimination, harassment and victimisation'. Direct discrimination occurs when a person is treated less favourably than another in a comparable situation because of their 'protected characteristic' whether on grounds of age, disability, pregnancy and maternity, ethnicity; religion or belief; sex (gender), sexual orientation, or marriage and civil partnership. Indirect discrimination occurs when an apparently neutral provision or practice would nevertheless disadvantage people on the grounds of their 'protected characteristic'.

⁸ If you answer 'yes' to question 11 (above) you will need to complete this section *and* go on to complete Section 2 in order to conduct a full Equality Impact Assessment.

Summary and findings of Initial Equality Impact Assessment

12. Please put a tick in the relevant box to confirm your findings, and what the next step is:

Findings	Action required
No negative impacts have been identified X	Sign off screening and finish.
Negative impacts have been identified but have been minimised or removed <input type="checkbox"/>	Sign off screening and finish.
Negative impacts could not be minimised or removed <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.
There is insufficient evidence to make a judgement. <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.

13. Name and job title of person completing this form:

- Gilli Galloway – Project Manager – Building Control

14. Date of completion:

- 6 January 2016

15. Date for update or review of this screening:

- 6 January 2017