

## Colchester Borough Council

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

#### Section 1: screening stage

Name of policy, service or strategy to be assessed:

- Community Services Fees and Charges 2014 2015

1. What is the main purpose of the policy, service or strategy?

- To agree fees and charges as part of the annual budget process for the following financial year in relation to;
- Sports pitch hire
- Outdoor events in parks open spaces and countryside sites
- Fishing permits
- Community Services located car parks
- Beach huts
- Activity Centre
- High hedges legislation

2. What main areas or activities does it cover?

- As stated in 1 above

3. Are there changes to an existing policy being considered in this assessment?

- No changes. Fees and charges are reviewed annually with a generally consistent approach to uplifting charges in line with costs taking account of market factors and take up of services. There are no increases over and above inflationary expectations and costs are rounded to manageable figures to assist in cash handling arrangements.

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

- Residents in the borough

5. What outcomes do you want to achieve from the policy, service or strategy?

- A set of Fees and charges to apply to the forthcoming financial year that ensure income levels are maintained and continue to contribute to operating costs and do not create a budget pressure by increasing any subsidy on the existing range of services.

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

- Parking Partnership in the operation of car parking facilities on Community Services land

7. Are you aware of any relevant information, data, surveys or consultations<sup>1</sup>, which help us to assess the likely or actual impact of the policy, service or strategy upon customers or staff?

- No

8. How does the policy, service or strategy help to further or facilitate our 'general duty'<sup>2</sup> to:

(a) eliminate unlawful discrimination, harassment and victimisation?

(b) advance equality of opportunity between people who share a 'protected characteristic'<sup>3</sup> and those who do not?<sup>4</sup>

---

<sup>1</sup>Click 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.

<sup>2</sup> These 3 points summarise the 'general duty' as it applies to public sector organisations in the Equality Act 2010

<sup>3</sup> The 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.

<sup>4</sup> 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.

(c) foster good relations between people who share a protected characteristic and those who do not?<sup>5</sup>

Please complete the following table in order to identify how the policy, practice or strategy furthers the aim of the 'general duty':

'Protected characteristic' group		How does it help to 'eliminate unlawful discrimination, harassment and victimisation'?	How does it help to 'advance equality of opportunity between people who share a protected characteristic and those who do not'?	How does it help to 'foster good relations between those who share a protected characteristic and those who do not'?
Age	Older people (60+)	No identification is made of any protected characteristics	The activities that are provided from these charges make no distinction or discrimination of those who seek to use the services.	No identification is made of any protected characteristics. Services are made available to the same standard for all including all protected characteristics
	Younger people (17-25) and children (0-16)	As above	As above	As above
Disability	Physical	As above	As above	As above
	Sensory	As above	As above	As above
	Learning	As above	As above	As above
	Mental health issues	As above	As above	As above
	Other – <i>please specify</i>			
Ethnicity <sup>6</sup>	White	As above	As above	As above
	Black	As above	As above	As above
	Chinese	As above	As above	As above
	Mixed Ethnic Origin	As above	As above	As above
	Gypsies/ Travellers	As above	As above	As above
	Other – <i>please state</i>			
Language	English not first language	As above	As above	As above
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks	As above	As above	As above

<sup>5</sup> This involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

<sup>6</sup> 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		How does it help to 'eliminate unlawful discrimination, harassment and victimisation'?	How does it help to 'advance equality of opportunity between people who share a protected characteristic and those who do not'?	How does it help to 'foster good relations between those who share a protected characteristic and those who do not'?
Religion or Belief	People with a religious belief (or none) <sup>7</sup>	As above	As above	As above
Sex	Men	As above	As above	As above
	Women	As above	As above	As above
	Transsexual / gender reassignment	As above	As above	As above
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian	As above	As above	As above
Marriage and Civil Partnership <sup>8</sup>	People who are single, married or in a civil partnership	As above	not applicable	not applicable

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

*Include reference to any relevant consultation, data or information.*

'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+)		None identified		None identified
	Younger people (17-25) and children (0-16)	Yes	Specific rates for school groups		None identified
Disability	Physical		None identified		None identified
	Sensory		None identified		None identified
	Learning		None identified		None identified

<sup>7</sup> For example, Buddhist, Christian, Hindu, Jewish, Muslim, Sikh or no religious belief.

<sup>8</sup> Our legal duty in respect of 'marriage or civil partnership' extends only to the need to eliminate unlawful discrimination.

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
	Mental health issues		None identified		None identified
	Other – <i>please specify</i>				
Ethnicity	White		None identified		None identified
	Black		None identified		None identified
	Chinese		None identified		None identified
	Mixed Ethnic Origin		None identified		None identified
	Gypsies/ Travellers		None identified		None identified
	Other – <i>please state</i>		None identified		
Language	English not first language		None identified		None identified
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks		None identified		None identified
Religion or Belief	People with a religious belief (or none)		None identified		None identified
Sex	Men		None identified		None identified
	Women		None identified		None identified
	Transsexual / gender reassignment		None identified		None identified
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian		None identified		None identified
Marriage and Civil Partnership	People who are single, married or in a civil partnership		None identified		None identified

10. Could the policy, service or strategy unlawfully discriminate<sup>9</sup> against any 'protected characteristic', either directly or indirectly?

<sup>9</sup> 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,

- No

11. If you have identified any negative impacts above, have you been able to minimise or remove them, and if so, how?

- Not Applicable. However, the Council seeks to ensure that all eligible residents receive the welfare benefits they are entitled to in order to maximise income so they are able to make choices on whether to make use of the services reflected in the Community Services fees and charges.

---

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' unless the practice can be objectively justified by a legitimate aim.

## Summary and findings of Initial Equality Impact Assessment – screening stage

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

Findings	Action required
<b>No likely negative impacts have been identified and this has been justified with reference to information, data, surveys or consultations.</b> <input checked="" type="checkbox"/>	Sign off screening and finish.
Likely negative impacts have been identified but have been minimised or removed. <input type="checkbox"/>	Sign off screening and finish.
Likely negative impacts were identified but have not been 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:

- Bob Penny. Community Development Manager

14. Date of completion:

- 7 November 2013

15. Date for update or review of this screening:

- November 2014

*Please send a copy to the relevant Head of Service and the Equality and Safeguarding Officer. You also need to arrange for it to be published on the Council's website [here](#) – under the relevant service area heading.*