

## South Staffordshire Council Equality Impact Assessments (EIA)

### Introduction

As functions or policies are reviewed, or new ones developed, an Equality Impact Assessment (EIA) should be carried out to address the following legislation:

- The Race Relations (Amendment) Act 2000;
- Disability Discrimination (Amendment) Act 2006;
- Sex Discrimination Act 1975; and
- To help implement the Employment Equality Regulations on Sexual Orientation and Religion and Belief and Age.

EIAs can help South Staffordshire Council to meet the various stages of the Equalities Standard for Local Government and increasingly service inspections are asking questions about the findings of EIAs.

An EIA is a process to determine whether a policy or function has any "*differential impacts*" that could have an adverse (negative) implication on the basis of a person's race, gender, disability, sexual orientation, religion/belief or age. It is a method to ensure that a function or policy will not create any barriers that could prevent access to services or employment opportunities.

### Explaining the toolkit

Equality Impact Assessment	
<b>1</b>	<b>Title of Function or Policy to be assessed:</b> Ongoing review of Licensing website – so that the website is updated and more user friendly and can become the first port of call for licensing information.
<b>2</b>	<b>Date:</b> 03 November 2010
<b>3</b>	<b>Name of Lead Officer:</b>  David Pattison, Director Legal & Public Health Protection Services (01902) 696132 d.pattison@sstaffs.gov.uk
<b>4</b>	<b>EIA Team</b> David Pattison Joan Cox Consultation with the Diversity Reference Group.
<b>5</b>	<b>Director/Head of Service/Service Manager:</b> David Pattison – Director Legal & Public Health Protection Services
<b>6</b>	<b>Existing, new or review:</b>  Review

If you have any queries or comments about Equality Impact Assessments or about the toolkit, please contact:  
Becky Harris, Policy and Partnerships, 01902 696537  
Or email: b.harris@sstaffs.gov.uk

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<b>7</b>	<p><b>Set out the aims/objectives/purposes/outcomes of the function or policy, and give a summary of the service provided:</b></p> <p>Continuous review required so that website is accessible, user friendly and up to date.</p>																														
<b>8</b>	<p><b>Linked policies, functions: Are there any other functions, policies or services which might be linked with this one for the purposes of this exercise?</b></p> <p>Corporate Strategy 2008-2012</p> <p>Aim 1 - To be a Council which protects and enhances South Staffordshire's distinctive environment.</p> <p>Aim 2 - To be a healthy and safe District in which to live, work and visit.</p> <p>Aim 3 - To be a District of thriving and sustainable communities.</p> <p>Aim 4 - To be a District recognised for strong community leadership and partnership working.</p> <p>Aim 5 - To be a well managed Council</p>																														
<b>9</b>	<p><b>Who is it intended to affect or benefit (the target population):</b></p> <p>Any member of the public or other statutory body that requires information with regard to licensing.</p>																														
<b>10</b>	<p><b>Within this table, state whether the policy or function will have a positive or negative impact across the following factors and provide any comments.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 15%;">Positive Impact</th> <th style="width: 15%;">Negative Impact</th> <th style="width: 45%;">Comments</th> </tr> </thead> <tbody> <tr> <td>Age</td> <td style="text-align: center;"><b>Y</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> <tr> <td>Disability</td> <td style="text-align: center;"><b>Y</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> <tr> <td>Gender</td> <td style="text-align: center;"><b>N</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> <tr> <td>Race</td> <td style="text-align: center;"><b>Y</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> <tr> <td>Religion/belief</td> <td style="text-align: center;"><b>N</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> <tr> <td>Sexuality</td> <td style="text-align: center;"><b>N</b></td> <td style="text-align: center;"><b>N</b></td> <td>Make information more accessible</td> </tr> </tbody> </table>				Positive Impact	Negative Impact	Comments	Age	<b>Y</b>	<b>N</b>	Make information more accessible	Disability	<b>Y</b>	<b>N</b>	Make information more accessible	Gender	<b>N</b>	<b>N</b>	Make information more accessible	Race	<b>Y</b>	<b>N</b>	Make information more accessible	Religion/belief	<b>N</b>	<b>N</b>	Make information more accessible	Sexuality	<b>N</b>	<b>N</b>	Make information more accessible
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<b>11</b>	<p><b>What evidence do you have for the statements you have made above?</b> Information will be available out of office hours and provide details of how to obtain more specialist advice if required.</p>																														
<p><b>12. From evidence given at Q.11 what actions, if any, will you need to take against each of the following equality strands:</b></p>																															

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**Disability:** Provides access for persons unable to visit Council Offices. It also helps people who suffer from:

Low literacy and reading skills;  
English as a second language;  
Dyslexia &  
Mild visual impairments

that allows those with reading difficulties or visual impairments to take advantage of the service to aid accessibility on our website giving visitors the chance to **listen** to [www.sstaffs.gov.uk](http://www.sstaffs.gov.uk)

**Race:** The use of BrowseAloud when accessing the internet makes it more accessible for people that have English as a second language.

**Gender:** N/A

**Age:** Provides access to Council Services in the comfort of their own home.

**Religion/belief:** N/A

**Sexuality:** N/A

**13. Briefly explain how the policy or function contributes to Community Cohesion by answering the following questions:**

**How will it provide equality of access to services, information and employment?**

Licensing information can be viewed at any time making it more accessible to anyone who has internet access.

**Does it or could it celebrate diversity?**

It provides information out of normal office hours and also allows easy access to on line services.

**Will it or could it promote good relationships within and between communities?**

Provides Council services to be accessed at any time of the day or night. Ongoing review of the website ensures that information is always relevant to the needs of individuals.

**How will it help to prevent social exclusion?**

Anyone that has access to the internet can make use of the information and services provided by the web site.

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**Will it help to reintegrate those who have become excluded?**

An ongoing review of the website will make information current and more readily available to everyone.

**How will it provide good quality, inclusive services?**

Making the website more user friendly will make it the first port of call for licensing services. Public registers and online applications will reduce the burden of calls on the licensing department to allow other areas of work to be carried out.

**14. Consultation:**

Describe what consultation has been undertaken on this function or policy, who was involved and the outcome.

Software suppliers Lalpac with introduction of public registers  
Elms facility for on-line applications  
Ongoing discussions with IT department

**Director/Head of Service:**

I am satisfied with the results of this EIA

I have seen the Councils (3) Equality Schemes or Equality Action Plan and am satisfied with the contribution it can make.

I agree to review the Action Plan after 12 Months with the Directorate's Equality representative.

**Signature of Head of Service:**

