

Thanet District Council (TDC) Equality Impact Assessment

Step one: test for relevance

1 Person responsible for this assessment

Name:	Dr Hannah Scott		
Job title:	Climate Change Officer		
Phone:			
Service area:	Operations	Date of assessment:	15/04/2021

2 Others involved in carrying out the analysis

Name:	Amanda Buckingham - Business Centre Manager
Name:	
Name:	

3. Description of strategy, policy, service, project, activity or decision

Title:	Decarbonisation of the Kent Innovation Centre
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Is it new?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
A review of existing?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

3.1 Aims and objectives

Consider: what you are doing? why you are doing it? who will benefit?

TDC called a climate emergency in 2019 and pledged to become net carbon zero by 2030. An audit of the gas bills of TDC owned buildings showed that the Kent Innovation Centre (KIC) has a high gas use. Given that it is a relatively new building, and given its name, it was decided that it would make a fitting building to decarbonise, creating the first low carbon TDC building.

A smaller Decarbonisation Skills Fund was used to contract renewable energy consultants to analyse the building enabling an application to the full Public Sector Decarbonisation Fund.

The Council has now been awarded £1.1m from this fund to install insulation and replace the ageing gas boilers with air source heat pumps. Solar electricity panels will also be installed on the roof and LED lighting fitted throughout.

These actions will decarbonise the heating supply, increase energy efficiency and contribute to the council's aim of becoming carbon neutral by 2030.

3.2 What outcomes are expected? Who is expected to benefit?

These actions will decarbonise the heating supply, increase energy efficiency and contribute to the council's aim of becoming carbon neutral by 2030.

The project will include the addition of roof insulation and seals around the windows, decreasing drafts and improving warmth throughout the building, which will benefit those working in the space.

The installation of solar pv, heat pumps and LED lighting will reduce the greenhouse gas emissions from the building's heating and power greatly and will be a positive impact on the climate emergency.

4 Who is affected?

- 4.1 Which groups or individuals does the strategy, policy, service, project, activity or decision affect? For example, the Council, employees (including temporary workers), other public authorities, contractors, partner organisations, wider community, others.

Council employees (KIC staff), Occupants (KIC Licensees), Visitors to the KIC (individuals or companies who use the meeting room facilities), Members of the Public, Contractors, Couriers and any other person who has reason to be inside the KIC building and/or on its grounds and car parking area

- 4.2 Does the strategy, policy, service, project, activity or decision relate to a service area with known inequalities? (Give a brief description).

Licensees of the KIC include Companies who deal with people who have the following protected characteristics:

- age (mainly the elderly visitors)
- disability (those with physical or mental impairments, wheelchair bound and accompanied by a carer, those with hearing impairment or sight impairment who are customers of a KIC Licensee)
- gender reassignment (working for a KIC Licensee)
- pregnancy and maternity (working for a KIC Licensee)
- race (working for a KIC Licensee)
- religion or belief (working for a KIC Licensee)
- sexual orientation (working for a KIC Licensee)

5 Equality Act 2010

How does the strategy, policy, service, project, activity or decision actively meet the public sector equality duties to:

Eliminate unlawful discrimination (including harassment, victimisation and other prohibited conduct)

Not applicable. There will be very little contact between contractors and anyone who has a protected characteristic. Licensees will be relocated to an alternative office if there is any work going on which will cause too much disruption. Visitors won't come into contact with contractors at all.

Advance equality of opportunity (between people who share a protected characteristic and people who do not share it)

Climate change could impact those with illness and disability greater than those without e.g. the impact of heat waves or floods will affect these individuals more than others. By addressing our greenhouse gas emissions we aim to avoid the worst impacts of climate change and keep below the 1.5oC rise in temperature.

Foster good relations (between people who share a protected characteristic and people who do not share it). Could it have an adverse impact on relations between different diverse groups?

The majority of the people who share a protected characteristic are short-term visitors to the building. It will take some planning and cooperation from the KIC staff, Licensees and Contractors to ensure that the work being carried out does not have an adverse impact on our visitors and that good relations continue. It is unlikely that the work will have an adverse impact on relations between different diverse groups as there is minimal contact between Companies and Visitors due to Covid-19 safety procedures which have been implemented in the building.

6 Priority

The following questions will help you to identify whether this 'service' is a high priority. Please answer all questions with particular reference to the protected characteristics; race, gender, gender reassignment, disability, religion or belief, sexual orientation, age, marriage and civil marriage/partnership and pregnancy and maternity.

Please provide a comment for each answer, providing evidence for your answer, regardless whether you have answered yes or no.

Questions	Yes	No
1. Are there any particular groups who may have trouble accessing the 'service'?		N
<p>Comments: The only group who could have trouble accessing the service are people who are wheelchair bound and have to use the lift to access the upper floors. No Licensees currently have any wheelchair bound employees; this would only affect visitors if the lift was out of action for any reason. However, we would be able to make arrangements for the visitor to be seen in a ground floor meeting room, so can mitigate this impact for them.</p>		
2. Does your information suggest that some groups of people are less satisfied than others with this 'service'?		N
<p>Comments: No comments have been received from any group that would suggest that a Licensee or Visitor to the KIC is not satisfied with any aspect of the service that the KIC offers</p>		
3. Will this service have a significant impact on any of our residents?		N
<p>Comments: There may be some noise during the daytime when work is being carried out on the roof. This is likely to be during office hours and will not stretch into the night. The impact will be minimal on some of the residents living opposite the KIC building in Northwood Road. A communication should be considered explaining the project and its benefits, the projected timescales and any likely short-term impact.</p>		
4. Do you have any evidence that discrimination, harassment and/or victimisation could occur as part of this service?		N
<p>Comments: Not at all. All Licensees are very much looking forward to the improvements and arrangements will be made to minimise any potential disruption as a result of the work being carried out.</p>		
5. Do you think the service will hinder communication and negatively impact relations between the organisation and its employees, residents, contractors or anyone else?		N
<p>Comments:</p>		

Not at all. All Licensees are very much looking forward to the improvements and arrangements will be made to minimise any potential disruption as a result of the work being carried out.		
6. Does this service need to improve the way in which it is communicated to people who have literacy, numeracy or any other access needs?		N
Comments: No. The KIC is practiced in dealing with people who have differing communication issues. The KIC staff speak several different languages between them and have always been able to find solutions to accessibility problems.		
7. Does consultation need to be carried out?		N
Comments: No consultation is necessary. The impact will be minimal on some of the residents living opposite the KIC building in Northwood Road. In the interests of politeness and consideration a communication should be considered explaining the project and its benefits, the projected timescales and any likely short-term impact.		

In order to assess the priority of your 'service' please complete the table below by adding up how many questions you answered yes to and following the appropriate action.

Priority	Number of questions answered 'yes'	Rating	Action
High	3 or more		Continue to section 2
Medium	1 to 2		Please provide evidence to any questions you answered 'yes' to in section 1. Test for relevance complete (sometimes a full assessment may be required).
Low	0		Test for relevance complete.

If, following the completion of the test for relevance, a full assessment is not required, go straight to the declaration. If a full assessment is required, go to Step two: full equality impact assessment.

Step two: full equality impact assessment

1 Could the strategy, policy, service, project, activity or decision have a **negative, positive or neutral** effect on groups or individuals?

Consider:

What you are doing?

Why you are doing it?

How you are doing it?

Who can access the service easily and who may not be able to access the service and **why**?

The full analysis explores ways to reduce or eliminate barriers and/or negative impacts.

Protected characteristics	N e g a t i v e	P o s i t i v e	N e u t r a l	Evidence/Reasoning (Consider any barriers which will have negative impact and/or good practices giving positive impact)
<p>Age</p> <p>Consider:</p> <ul style="list-style-type: none"> • The way younger and older people access services may be different • Use of technology • Child care/care of other dependant • Timings/flexibility, such as work patterns • Transport arrangements • Venue location 				<p>Recommendations:</p>
<p>Disability (Includes: physical, learning, sensory (deaf/blind), mental health)</p> <p>Consider:</p> <ul style="list-style-type: none"> • Communication methods • Accessibility – venue, location, transport • Range of support needed to participate • Hearing Loops/Interpreters • Disability awareness training for employees 				<p>Recommendations:</p>
<p>Race (Includes; gypsy, travelling, refugee and migrant communities)</p> <p>Consider:</p>				<p>Recommendations:</p>

<ul style="list-style-type: none"> • The size of the BME communities that your service/project affects. • Language(s) spoken/understood. • Culture, such as hygiene, clothing, physical activities, mixed gender activities. • What access support can you offer? 			
<p>Religion, faith or belief</p> <p>Consider:</p> <ul style="list-style-type: none"> • The diversity within the communities that your service/project affect • Prayer times, meal times, food (some religions do not eat meat), cultural habit or belief, religious holidays such as Ramadan • Awareness training for employees 			<p>Recommendations:</p>
<p>Pregnancy and maternity</p> <p>Consider:</p> <ul style="list-style-type: none"> • Flexible hours of the service/project • Is there access to private area for breastfeeding mothers? 			<p>Recommendations:</p>
<p>Gender</p> <p>Consider:</p> <ul style="list-style-type: none"> • The impact on men and women • Child care/care of other dependant • Mixed/single gender groups/activities • Timing of services/projects 			<p>Recommendations:</p>
<p>Sexual orientation (Includes: lesbian, gay, bisexual)</p> <p>Consider:</p> <ul style="list-style-type: none"> • LGB people should feel safe to disclose their sexual orientation without fear of prejudice • Make it clear you recognised civil 			<p>Recommendations:</p>

marriage and partnerships <ul style="list-style-type: none"> Awareness training for employees 				
Transgender Consider: <ul style="list-style-type: none"> Trans people should be able to disclose their gender identity without fear of prejudice Making it clear you have a Trans policy and process Awareness training for employees 				Recommendations:
Marriage and civil marriage/partnership Consider: <ul style="list-style-type: none"> All couples or partners, regardless of gender, should be able to access services 				Recommendations:

Outsourced services	
If your policy/process is partly or wholly provided by external organisations/agencies (such as Civica or Capita), please list any arrangements you plan to ensure that they promote equality and diversity. Include this in your improvement plan	
Relations between different equality groups	
Does your assessment show that a strategy, policy or process may amount to potential adverse impact between different equality groups? If yes please explain how the improvement plan is going to tackle this issue	
Consultation responses	
Summary of replies from individuals and stakeholders consulted including any previous complaints on equality and diversity issues about the strategy, policy or process	

Summary of recommendations		
Actions	By Who	By When

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Declaration

I am satisfied that a Test for Relevance has been carried out on the matter named in this Analysis and conclude that a full Equality Impact Assessment **is not required**.

Yes Y No

If you do not think that a full Equality Impact Assessment is required – please give your reasons:

The KIC is a flexible and customer oriented service. Any potential impact will be minimal and can easily be mitigated with good planning and communication.

I confirm that a full Equality Impact Assessment has been completed.

Yes No

Signature of Head of Service:	Date:

Recommendations agreed:	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Signed: (Director):	EIA date: