

Thanet District Council (TDC) Equality Impact Assessment

Step one: test for relevance

1 Person responsible for this assessment

Name:	Sally O'Sullivan		
Job title:	Tenant and Leaseholder Services Manager		
Phone:	01843 577262		
Service area:	Housing and Planning	Date of assessment:	4/10/2021

2 Others involved in carrying out the analysis

Name:	Bob Porter, Director of Housing and Planning
Name:	Claire Pryce, Asset Manager
Name:	Julia Gavriel, Service Improvement Officer

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

Title:	Procurement of a contract for capital works to 1 - 13 Churchfields, Margate.
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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 checked="" type="checkbox"/>

3.1 Aims and objectives

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

The aim is to demolish the existing bin stores, which are beyond repair; and provide new bin enclosures to 1-13 Churchfields and new parking bay numbers 1-35 behind Churchfields and off the High Street.

The residents of the block will benefit from these improvements

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

The improvements will enhance the visual appearance of the building and provide improved storage for bins, further storage for the residents to use and more car parking spaces in an area where parking is of a premium.

The tenants and leaseholders of the block will benefit from the improved facilities and more availability of parking spaces.

The surrounding neighbourhood will benefit from visual improvements to the building by demolishing old dilapidated structures and replacing them with fit for purpose storage.

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.

The residents of 1-13 Churchfields
Leaseholders of 1-13 Churchfields will have a financial implication
The wider community will benefit from the improved visual appearance of the estate.

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

no

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)

N/A

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

N/A

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?

N/A

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'?		x
Comments:		
2. Does your information suggest that some groups of people are less satisfied than others with this 'service'?		x
Comments: N/A		
3. Will this service have a significant impact on any of our residents?	x	
Comments: This will have a positive impact on the appearance of the estate and facilities for residents		
4. Do you have any evidence that discrimination, harassment and/or victimisation could occur as part of this service?		x
Comments:		
5. Do you think the service will hinder communication and negatively impact relations between the organisation and its employees, residents, contractors or anyone else?		x
Comments:		
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?	x	
Comments: Thought needs to be given in the communication of the different stages of this project ie via newsletter, web site information, letters to individual residents, notices before and during construction phase. Thought should be given to literacy levels of the written communication and contact details for so that residents can speak to an officer, for further information or clarification on any information provided Fair distribution of parking spaces and storage areas.		

7. Does consultation need to be carried out?	x	
Comments: Consultation carried out on options for the area in 2019. Section 20 consultation will be required before the letting of the contract		

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	x	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 		x		<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 		x		<p>Recommendations:</p> <p>Should we include a disabled parking bay?</p> <p>Has access for storage facility been checked to allow disabled residents to use</p> <p>Ensure communication is accessible</p>
<p>Race (Includes; gypsy, travelling, refugee and migrant communities)</p> <p>Consider:</p>			x	<p>Recommendations:</p> <p>Consider access of communication</p> <p>Fair access to facilities</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 		x	Recommendations:
<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? 		x	Recommendations:
<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 		x	Recommendations:
<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 		x	Recommendations:

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 			x	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 			x	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	The programme of works will be delivered by a 3rd party contractor. Ensure accessibility of communication, availability of H&S information on a building site (CDM)
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	no
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

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 No

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

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

Yes No

Signature of Service Director:	Date:
	10 November 2021

Recommendations agreed:	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Signed: (Director): 	EIA date: 10 November 2021
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