

Appendix B Equality Impact Assessment (EQIA)

The characteristics protected by the Equality Act 2010 are:

Disability	Age	Sex (gender)
Gender reassignment	Marriage/civil partnership	Pregnancy/maternity
Race	Sexual orientation	Religion/belief

By law we must have due regard to the need to:

- eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the Act*
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it*
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

In effect, this means that we need to ensure that our policies and services are fair, equitable and proportionate and where possible mitigate against any adverse impacts on people from the different protected characteristics.

In addition to the above protected characteristics, you should consider the impact of living in a **rural area** as part of this assessment. Where people live is not a characteristic protected by law, but for an organisation such as Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.

The Rural-Urban definition defines the rurality of very small census-based geographies. Census Output Areas forming settlements with populations of over 10,000 (which are urban), while the remainder are defined as one of three rural types: *town and fringe, village, or hamlet and dispersed*.

Details	
Service or policy title	Law, Governance & Regulatory
Lead officer (<i>responsible for the policy or service/function</i>)	Corporate Manager Governance and Civic Office
Officers carrying out the EQIA (<i>at least one must have done EQIA training, and it is recommended that an officer responsible for the policy or service/function is involved in completion</i>)	Jan Robinson
Is this new or a revision? (<i>If revision state when previous EQIA undertaken</i>)	New
Is this the first time this policy or function has been assessed?	Yes
Date of completing this EQIA	11 th January 2023

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Description	
What exactly is proposed	
Introduction of Parental Leave Scheme for Councillors	
Why?	
Following a review of councillor allowances by the Independent Remuneration Panel one of their recommendations was to introduce a parental leave scheme for councillors to encourage a more diverse range of people into becoming councillor. Council endorsed the recommendation and requested that a parental leave scheme was formulated to come back to Council for approval.	
What will the effect of the changes be?	
Members will have an enhanced Councillor Allowance Scheme with the introduction of a parental leave scheme	
How will it be implemented?	
The decision is taken by Council and will be incorporated into the Members Allowance Scheme and the Constitution. The Scheme is administrated by the Corporate Manager for Governance and Civic Office and will be applied following a written requested by the Councillor requesting parental leave.	
When is it due to start? May 2023	
Any other relevant details	
Data about the population	
Members are made up from a diverse range of people. However, because of the nature of the work they undertake it is difficult to take time off formerly from their duties for more than six months without being disqualified from office. The agreement to introduce a parental leave policy will encourage people who are thinking about starting a family and enable them to remain in office throughout their pregnancy and parental leave including adoption leave.	
What is the profile or make up of your service users by protected characteristics?	
This information is not available	
Implications for communities and workforce	
Disability	
What is the impact on people with a disability (including children with additional needs) and what evidence do you have?	N/A

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<i>(If you do not believe there is any impact describe why not)</i>	
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Age	
What is the impact on people of different ages and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	Improved provision for new parents may contribute towards increasing the diversity of experience and age of the Councils elected members alongside retaining experienced councillors.
How does it have a positive or negative impact?	Positive
What could be done to mitigate any adverse impact or further promote positive impact?	The Parental Leave Scheme will be promoted through our "Be A Councillor Campaign".
Sex (gender)	
What is the impact on people of different genders and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Gender reassignment	
What is the impact on people who have undergone gender reassignment (i.e., transgender people) and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A

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What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Marriage/civil partnership	
What is the impact on people who are married or in a civil partnership and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Pregnancy/maternity	
What is the impact on people who are pregnant women or those with a young child and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	Improved provision for new parents may contribute towards retaining experienced – and particularly female councillors
How does it have a positive or negative impact?	Positive
What could be done to mitigate any adverse impact or further promote positive impact?	The councillor allowance scheme is on the web site and is promoted as part of the becoming a councillor information.
Race	
What is the impact on people from different races or ethnic groups and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A

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Sexual orientation	
What is the impact on people according to their sexual orientation and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Religion/belief	
What is the impact on people according to their religion or belief and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A

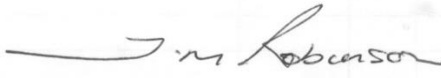
Rurality	
Where people live is not a characteristic protected by law: but for Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.	
What is the impact on people according to whether they live in an urban or rural environment and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	N/A
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A

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Making Decisions	
Having completed this equality impact assessment indicate which decision is recommended to be taken.	
Should the policy or service be implemented as the correct course of action?	yes
Should the policy or service be amended as suggested by the report so that mitigating actions are taken to address an adverse or negative impact on any characteristic?	No
Should the policy or service be reviewed and revised more significantly to take into account its impact on different groups?	No
Should the policy or service not be actioned as there are too many negative impacts?	No

Monitoring Impact	
Assessing the impact on equality is an ongoing process that does not end once a policy or service had been agreed or implemented.	
How frequently will the policy or service be reviewed?	At least every four years when the Councillor Allowance Scheme is reviewed.
Who will be involved?	IRP and Corporate Manager for Governance and Civic Office
Will there need to be an action plan completed for any amendments?	None
What further evidence or consultation will be needed to check that the policy or service is working well?	All councillors are consulted at each review

Completion	
Author's signature	
Date of completion	23 June 2022



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Additional sources of data can be found on the following links:

<http://www.suffolkobservatory.info/Default.aspx>

<http://www.nomisweb.co.uk/>

<https://www.ons.gov.uk/>

<http://suffolkcf.org.uk/publications/hidden-needs-2016/>

<https://www.nao.org.uk/>