

Background Paper
Equality Impact Assessment



Stage 1 – Initial screening

1 What is the EIA being completed for?

- Policy
- Procedure
- Practice
- Financial decision

2 Officer(s) & Service responsible for completing the EIA

3 Name of the EIA

4 What is the main purpose or aims of the Policy, Procedure, Practice or Financial Decision?

5 Who will be the beneficiaries of this EIA?

6 Has it been explained to those it might affect directly or indirectly?

7 Have you consulted on this policy, procedure, practice or financial decision? If so, please confirm who you have consulted with.

8 Please complete the following table and give justification for where:

- (a) The policy, procedure, practice or financial decision could have a positive impact on any of the equality groups or contributes to promoting equality improving relations between equality groups.
- (b) The policy, procedure, practice or financial decision could have a negative impact on any of the equality groups i.e., disadvantage them in any way. If the impact is negative, please proceed to stage 2.
- (c) The policy, procedure, practice or financial decision has no impact.

Note - decision makers should be assessing the impact on both Council employees and the Renfrewshire Community. When considering the possible impact(s), please refer to section 6 of this toolkit for guidance.

Equality group	Positive impact (Y/N)		Negative impact (Y/N)		No impact		Justification (Include relevant data)
	Workforce	Community	Workforce	Community	Workforce	Community	
Age							
Disability							
Gender Re-assignment							
Marriage and Civil Partnership							
Pregnancy and Maternity							
Race							
Religion or Belief							
Sex							
Sexual Orientation							
Socio-Economic Factors <ul style="list-style-type: none"> ➤ Geography ➤ Priority Groups ➤ Risk Factors 							

9 Please give a brief description of how this policy, procedure, practice or financial decision promotes equality across all equality groups mentioned in the above table.

10 If a negative impact has been identified on any equality group, is the impact intended or legal?

11 What actions could be easily and quickly taken to amend the policy, procedure, practice or financial decision to minimise or remove the negative impacts?

12 If there is no evidence that the policy, procedure, practice or financial decision promotes equality, or improves relations within equality groups, what amendments could be made to achieve this?

13 How will the policy, procedure, practice or financial decision be implemented? Please state what training or guidance will be provided?

Full Assessment necessary:

Yes

No

Has your Service Equality Officer been consulted on this EIA?

Date EIA published:

Signed:

Date: