

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EqIA) is a method for assessing the effects or impacts of a council policy or function on removing barriers to equality.

The Equality Act 2010 includes a public sector equality duty which requires public authorities to try and eliminate discrimination; advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it and promote equality and good relations across a range of protected characteristics.

The protected characteristics are:

Age	Disability	Gender Reassignment
Marriage and civil partnership	Pregnancy and maternity	Race
Religion or belief (including lack of belief)	Sex	Sexual orientation

An EqIA should be completed with the full range of protected characteristics considered during the initial stages of developing new strategies, policies, functions or services, prior to starting a procurement exercise and before decisions are made.

Examples of when an EqIA should be completed are:

<ul style="list-style-type: none"> Any proposals to introduce or add to a service 	<ul style="list-style-type: none"> Any proposals to adopt policy priorities, strategies and plans
<ul style="list-style-type: none"> Any proposals to remove, reduce or alter a service 	<ul style="list-style-type: none"> Changes to staffing structure where groups of employees are likely to be negatively affected
<ul style="list-style-type: none"> Any new policies or changes to policies 	<ul style="list-style-type: none"> Any proposals in relation to procured or commissioned services

Stage 1 - Equality Screening

Whenever a policy/service or function is reviewed, changed, developed or removed an initial equality impact assessment stage 1 will need to be undertaken. This is a screening template and will help establish whether a full assessment is needed. This should be done at an early stage of the process so that it is part of policy development.

Stage 2 – Equality Impact Assessment

This is the full EqIA and seeks to identify the equality considerations that have been taken into account including any mitigating actions proposed and ensures decisions are based on evidence. The EqIA will need to be agreed with the appropriate Head of Service or Director and should be included on the decision making report, along with commentary on the assessment in the main body of the report.

STAGE 1 – Equality Screening

1. Identify the policy, project, function or service change

a. Person responsible for this EqIA

Officer responsible: Gill May

Service Area: Corporate Services

Title: Organisational Performance Lead

Date of assessment: 04/06/25

Signature: G S May

b. Is this a policy, function, strategy, service change or project?

Other

The Corporate Plan sets the overarching priorities, policy and performance framework for the Council.

c. Name of the policy, function, strategy, service change or project

Corporate Plan 2025 to 2028

Is this new or existing?

Already exists and is being reviewed

Please specify reason for change or development of policy, function, strategy, service change or project

The current Corporate Plan 2023 to 2027 has been reviewed and refreshed to incorporate the council's new housing responsibilities and to reflect progress made against the corporate plan over the last two years and the broader changes that have taken place at a national level.

d. What are the aims, objectives and intended outcomes and who is likely to benefit from it?

Aims:

The corporate plan sets the overarching priorities, policy and performance framework for the council. The overall aim of the plan is to contribute towards building a better future for everyone in Cheltenham through the delivery of five key priorities. It sets out a number of key activities which will be essential to deliver to make progress against these priorities. Aims and actions are set out under each of the key priorities.

Objectives:

The five key priorities are:

1. Securing our future
2. Quality homes, safe and strong communities
3. Reducing carbon, achieving council net zero, creating biodiversity
4. Reducing inequalities, supporting better outcomes
5. Taking care of your money

Outcomes:

Each key priority has a set of actions associated with it and key performance indicators. Together these form the outcomes of the plan which will contribute to the overall aim.

Benefits:	The activities set out within the plan are wide-ranging and will deliver benefits for the local economy, residents, communities and the environment.
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e. What are the expected impacts?

Are there any aspects, including how it is delivered or accessed, that could have an impact on the lives of people, including employees and customers.

Yes

Do you expect the impacts to be positive or negative?

Positive

Please provide an explanation for your answer:

The plan sets out key activities which, together, are designed to deliver positive benefits for Cheltenham Borough as a whole, across the local economy, residents and communities, and the environment.

If your answer to question e identified potential positive or negative impacts, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

f. Identify next steps as appropriate

Stage Two required

Yes

Owner of Stage Two assessment

Gill May

Completion date for Stage Two assessment

11/06/25

STAGE 2 – Full Equality Impact Assessment

2. Engagement and consultation

The best approach to find out if a policy etc, is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those equality groups.

a. Research and evidence

List below any data, consultations (previous, relevant, or future planned), or any relevant research, studies or analysis that you have considered to assess the policy, function, strategy, service change or project for its relevance to equality.

The Corporate Plan 2025 to 2028 is a refresh of the Corporate Plan 2023 to 2027 and is designed to cover the next few years, it is not a new plan. Consultation and engagement were undertaken during the drafting of the 2023 to 2027 Plan with a variety of groups and organisations including community groups, parish councils and public sector partners.

In addition, the Corporate Plan 2025 to 2028 pulls together key activities which are being delivered by a range of service areas. It is expected that equality issues will be considered in the context of each of the activities as they are delivered.

b. Consultation

Has any consultation been conducted?

No

Describe the consultation or engagement you have conducted or are intending to conduct. Describe who was consulted, what the outcome of the activity was and how these results have influenced the development of the strategy, policy, project, service change or budget option.

If no consultation or engagement is planned, please explain why.

The Corporate Plan 2025 to 2028 is a refresh of an existing plan, for which consultation was undertaken in 2022/23. Whilst not a direct consultation about the corporate plan, a residents' survey is planned during the first year of the plan and again at the end. This will provide insight into a range of topic areas and may influence the way in which individual corporate plan activities are delivered.

3. Assessment

a. Assessment of impacts

For each characteristic, please indicate the type of impact (positive – contributes to promoting equality or improving relations within an equality group, neutral – no impact, negative – could disadvantage them).

Please use the description of impact box to explain how you justify the impact and include any data and evidence that you have collected from surveys, performance data or complaints to support your proposed changes

Protected Characteristic	Specific Characteristic	Impact	Description of impact	Mitigating Action
AGE	Older people (60+)	Positive	<p>Key priority 2 sets out several activities including a housing improvement programme, a housing asset management strategy and progressing the Cheltenham, Gloucester and Tewkesbury Strategic and Local Plan to ensure homes meet future needs and that communities are safe. These programmes and plans will consider the needs of older people.</p> <p>Key priority 4 includes providing accessible opportunities for everyone to be healthy and active through the council's leisure and culture assets and green spaces.</p>	
	Younger People (16-25)	Positive	<p>The actions described above, under key priorities 2 and 4, will also consider the needs of younger people.</p> <p>Key priority 1 includes actions to deliver social value. Social value activities will include supporting younger people into employment through skills development and apprenticeships and the Golden Valley development will provide job opportunities.</p>	
	Children (0-16)	Positive	<p>Key priority 1 includes actions to deliver social value. Social value activities will include supporting children to equip them with skills that will help them with future job opportunities.</p> <p>The actions described above, under key priorities 2 and 4, will also consider the needs of children and families.</p> <p>In addition, under key priority 4, the council will continue to work with other</p>	

			organisations through the No Child Left Behind initiative, which aims to help all younger people thrive.	
DISABILITY A definition of disability under the Equality Act 2010 is available here . <i>See also carer responsibilities under other considerations.</i>	Physical disability	Neutral	The corporate plan is a strategic document and does not contain actions aimed at specific groups. The equality impact of individual activities within the plan will be assessed as they are delivered.	
	Sensory Impairment (sight, hearing)	Neutral	As above.	
	Mental health	Positive	Key priority 4 includes providing accessible opportunities for everyone to be healthy and active through the council's leisure and culture assets and green spaces, which will also support mental health.	
	Learning Disability	Neutral	The corporate plan is a strategic document and does not contain actions aimed at specific groups. The equality impact of individual activities within the plan will be assessed as they are delivered.	
GENDER REASSIGNMENT		Neutral	As above.	
MARRIAGE & CIVIL PARTNERSHIP	Women	Neutral	As above.	
	Men	Neutral	As above.	
	Lesbians	Neutral	As above.	
	Gay Men	Neutral	As above.	
PREGNANCY & MATERNITY	Women	Neutral	As above.	

RACE* Further information on the breakdown below each of these headings, is available here . For example Asian, includes Chinese, Pakistani and Indian etc	White	Neutral	As above.	
	Mixed or multiple ethnic groups	Neutral	As above.	
	Asian	Neutral	As above.	
	African	Neutral	As above.	
	Caribbean or Black	Neutral	As above.	
		Neutral	As above.	
RELIGION & BELIEF** A list of religions used in the census is available here	See note	Neutral	As above.	
SEX (GENDER)	Men	Neutral	As above.	
	Women	Neutral	As above.	
	Trans Men	Neutral	As above.	
	Trans Women		As above.	
SEXUAL ORIENTATION	Heterosexual	Neutral	As above.	
	Lesbian	Neutral	As above.	
	Gay	Neutral	As above.	
	Bisexual/Pansexual	Neutral	As above.	
Other considerations				
Socio-economic factors (income, education, employment, community safety & social support)		Positive	Actions under Key priorities 1, 2 and 4 will support: <ul style="list-style-type: none"> future employment opportunities through the Golden Valley development and associated social value activities with the potential for increasing incomes 	

			<ul style="list-style-type: none"> • delivering skills workshops in schools • housing improvements to lower running costs and increase disposable income • partnership working to improve community safety • grants to organisations working within local communities to improve the lives of residents 	
Rurality i.e. access to services; transport; education; employment; broadband		Neutral		
Other (e.g. caring responsibilities)		Neutral		

* To keep the form concise, race has not been included as an exhaustive list, please augment the list above where appropriate to reflect the complexity of other racial identities.

** There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions in the census is available [here](#)

4. Outcomes, Action and Public Reporting

a. Please list the actions identified through the evidence and the mitigating action to be taken.

Action	Target completion date	Lead Officer
No actions identified as these will be determined as individual activities are delivered.		

b. Public reporting

All completed EqIA's are required to be publicly available on the Council's website once they have been signed off. EqIA's are also published with the papers for committee and full council decisions.

5. Monitoring outcomes, evaluation and review

The Equalities Impact Assessment is not an end in itself but the start of a continuous monitoring and review process. The relevant Service or Lead Officer responsible for the delivery of the policy, function or service change is also responsible for monitoring and reviewing the EqIA and any actions that may be taken to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from Corporate Policy and Governance will be available to provide support and guidance, please email if you have any questions.

6. Change log

Name	Date	Version	Change