



Wyre Council Equality Impact Assessment

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Guidance notes

What to consider when carrying out an Equality Impact Assessment (EIA)?

Following the steps outlined in the EIA process will help you evaluate the effects on the nine protected characteristics.

Consider the following questions:

- Is there any evidence or potential for unequal outcomes or disadvantages?
- Are there existing or possible barriers to accessing the project/service, such as language or physical access?
- Is there any evidence of unmet needs or the potential for needs to go unfulfilled?
- Could the strategy, policy or project encourage greater participation from a particular group or community where participation is currently low?
- Could the strategy, policy or project be developed to further promote good relations between different groups or communities?
- Are there opportunities to enhance equality of opportunities for everyone?

Should you identify the potential for barriers to access, unequal outcomes or disadvantages, please request a full Equality Impact Assessment form from communitygrants@wyre.gov.uk so your application can be considered. The Full Equality Impact Assessment form will allow you to set out mitigations against any risk of barriers to access, unequal outcomes or disadvantages.

Not all projects will require a full EIA, this preliminary assessment may be sufficient.

Equality Impact Assessment - Preliminary Assessment Form

What is the impact?

Summary of anticipated impacts.

Please tick one option per protected characteristic. Think about barriers people may experience in accessing services, how the project is likely to affect the promotion of equality, knowledge of customer experiences to date. You may need to think about sub-groups within categories e.g. older people, younger people, people with hearing impairment etc.

Protected Characteristic	Potentially positive impact	Potentially negative impact	No disproportionate impact
Age	☐	☐	☐
Disability and long-term conditions	☐	☐	☐
Gender reassignment	☐	☐	☐
Marriage or civil partnership	☐	☐	☐
Pregnant women and people on parental leave	☐	☐	☐
Sexual orientation	☐	☐	☐
Race	☐	☐	☐
Religion or belief	☐	☐	☐
Sex	☐	☐	☐

Recommendations and monitoring

If you have answered that the project could potentially have a negative impact on any of the above characteristics then a full EIA will be required.

Should a full EIA be completed for this strategy, policy, procedure or project?

☐ YES

☐ NO

If No, please submit, if Yes, please submit and request a full EIA form from communitygrants@wyre.gov.uk

Please explain the reasons for this decision:

Approval

Please note the assessment will be reviewed and approved by the EDI Steering Group before any decision regarding the project is made.

Reviewed by EDI Steering Group

Name:	
Date (DD/MM/YY) :	