



**Equality Impact Scheme 2018/19**

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| <b>Document Control Information</b>                                     |  |                                     |                              |
| <b>Document Title, Issue and Date</b><br>Equality Impact Scheme 2018/19 |  |                                     |                              |
| <b>Review Period</b><br>Annually  |  | <b>Review Committee</b><br>Trustees |                              |
| <b>Revision History (most recent first)</b>                             |  |                                     |                              |
| <b>Author</b>   | <b>Summary of changes</b>  | <b>Issue</b>                        | <b>Date Authorised</b>       |
| R Righini   | New scheme to implement a framework as none exists at present  | 1                                   | 31 <sup>st</sup> August 2017 |
| R Righini   | Policy review  | 2                                   | 19 <sup>th</sup> Sept 2018   |
| <b>Authorisation</b>  |  |                                     |                              |
| <b>Approved By:</b>   | <i>Trustees</i>  |                                     |                              |
| <b>Date Approved:</b>   | <i>19/09/2018</i>  |                                     |                              |
| <b>Date of Next review:</b>   | <i>31/08/2019</i>  |                                     |                              |
| <b>Document Owner &amp; Reviewer:</b>                                   | The senior manager responsible for this document is the Equality & Diversity Director  |                                     |                              |
| <b>Equality Impact</b>  |  |                                     |                              |
| <b>Statement</b>  | <p>We welcome feedback on this document and the way it operates. We are interested to know of any possible or actual adverse impact that may affect any groups in respect of any of the equalities act 2010 protected characteristics.</p> <p>The person responsible for equality impact assessment for this document is the Director of Equality and Diversity.</p> |                                     |                              |
| <b>Screening</b>  | <p>This policy has been screened by the Equality Team and the impact has been assessed as:</p> <p><input type="checkbox"/> Not applicable<br/> <input type="checkbox"/> Low<br/> <input type="checkbox"/> Medium<br/> <input type="checkbox"/> High</p>  |                                     |                              |

## 1. Equality

1.1. Equality sits at the heart of the New Bridge Group and its purpose for children and young people with physical and learning disabilities. The Public Sector Equality Duty however, has a wider remit to consider all aspects of equality and we have a responsibility to consider our equality duties with regard to:

- 1.1.1. our children and young people
- 1.1.2. our families and carers
- 1.1.3. our staff teams and governors
- 1.1.4. other professionals, students, volunteers and visitors engaged within our organisation.

1.2. This document describes the provision, systems and policies we have in place that demonstrate our compliance with our equality duty, and sets out our processes for consultation and development of this duty and the requirements of the:

- 1.2.1. Race Relations (amendment) Act 2000;
- 1.2.2. Disability Discrimination Act 2005; and the
- 1.2.3. Equality Act 2010.

## 2. Public Sector Equality Duty

2.1. The Equality Act 2010 (the Act) replaced previous anti-discrimination laws with a single Act. It simplified the law, removing inconsistencies and making it easier for people to understand and comply with. It also strengthened the law in important ways, to help tackle discrimination and inequality.

2.2. The Public Sector Equality Duty (section 149 of the Act) came into force on 5 April 2011. The Equality Duty applies to public bodies and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective, accessible to all and which meet different people's needs.

2.3. The Equality Duty is supported by specific duties, set out in regulations which came into force on 10 September 2011. The specific duties require public bodies to publish relevant, proportionate information demonstrating their compliance with the Equality Duty and to set themselves specific, measurable equality objectives.

2.4. The specific duties require public bodies to:

- 2.4.1. publish information to show their compliance with the Equality Duty, at least annually;
- 2.4.2. set and publish equality objectives, at least every four years;
- 2.4.3. publish all information in a way which makes it easy for people to access it;
- 2.4.4. publish information to show their compliance with the three aims of the Equality Duty. This means that the information they publish must show that they had due regard to the need to:
  - 2.4.4.1. **eliminate unlawful discrimination**, harassment and victimisation and any other conduct prohibited by the Act;
  - 2.4.4.2. **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
  - 2.4.4.3. **foster good relations** between people who share a protected characteristic and people who do not share it.

## 3. Protected Characteristics and their definition

3.1 The Equality Act 2010 protects people from discrimination and harassment based on 'protected characteristics'. The protected characteristics are:

- 3.1.1 **Age:** refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds).
- 3.1.2 **Disability:** A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.
- 3.1.3 **Gender reassignment:** The process of transitioning from one gender to another.
- 3.1.4 **Marriage and civil partnership:** Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.
- 3.1.5 **Pregnancy and maternity:** Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.
- 3.1.6 **Race:** Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.
- 3.1.7 **Religion and belief:** Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.
- 3.1.8 **Sex:** A man or a woman.
- 3.1.9 **Sexual orientation:** Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

#### 4 Equality Impact Assessment

- 4.1 An impact assessment process will allow us to predict or anticipate possible barriers faced by particular equality groups. If the outcome of an assessment is that it disadvantages certain groups of people, **we have a legal duty to remove or reduce the negative impact.** This may involve, for example, a small modification to an existing policy or service, or a new approach might need to be found to help meet the same policy or service objective.

#### 5 Equality Impact Assessment (EIA) Team

- 5.1 An Equality Impact Assessment (EIA) Team will support New Bridge Group with its public duty in conducting Equality Impact Assessments for all policies, services and procedures across all organisations. The Team will meet termly and will consist of:
  - 5.1.1 Director of Equality and Diversity (Chair)
  - 5.1.2 Asst CEO Pastoral
  - 5.1.3 Director of Operations
  - 5.1.4 HR Director
  - 5.1.5 Director of Extended Schools
  - 5.1.6 Director of Care
  - 5.1.7 Director of Data and External Communication
- 5.2 The team's brief is to ensure our compliance with the Equality Duty by:
  - 5.2.1 setting and publishing equality objectives, at least every four years
  - 5.2.2 developing and updating an annual Equality Impact Assessment Project Plan, containing key milestones, SMART targets and resources that include all relevant services across the Group.
  - 5.2.3 Achieving Equalities Commitment Award.
  - 5.2.4 reviewing the Equality Impact Assessment Scheme annually.
  - 5.2.5 screening submitted EIA impact forms for new policy development requests.
  - 5.2.6 agreeing audit schedules for services and procedures provided by the Group.

- 5.2.7 To review and update published Accessibility Plans annually.
- 5.2.8 **Preparing information for publishing** that shows compliance with the Equality Duty, having due regard to the need to:
  - 5.2.8.1 **eliminate unlawful discrimination**, harassment and victimisation and any other conduct prohibited by the Act;
  - 5.2.8.2 **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
  - 5.2.8.3 **foster good relations** between people who share a protected characteristic and people who do not share it.

All information must be published in a way which makes it easy for people to access it.

**Objective:**

**Why we have chosen this objective:**

**To achieve this objective we plan to:**

**Progress we are making towards achieving this objective:**

**Part 1 of 2 - To be completed by document author / lead person and handed in to the clerk to the Governors/Trustees**

|  |                 |
|--|-----------------|
| <b>Title of document/service/procedure</b>   |                 |
| <b>Organisation / Site</b>   |                 |
| <b>Person completing this form</b>   |                 |
| <b>Date form completed</b>   |                 |
| <b>Does the document/service/procedure affect one group less or more favourably than another on the basis of:</b>  |                 |
|  | <b>Yes / No</b> |
| <b>Age</b> refers to a person belonging to a particular age  |                 |
| <b>Disability</b> A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.   |                 |
| <b>Gender reassignment</b> The process of transitioning from one gender to another.  |                 |
| <b>Marriage and civil partnership</b> Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.   |                 |
| <b>Pregnancy and maternity</b> Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding |                 |
| <b>Race</b> Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.  |                 |
| <b>Religion and belief</b> Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.  |                 |
| <b>Sex</b> A man or a woman.   |                 |
| <b>Sexual orientation</b> Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.  |                 |
| If you have identified potential discrimination, please explain how the exception is valid, legal and/or justified?  |                 |
|  |                 |

**Part 2 of 2 - To be completed by the EIA Screening Team and handed in to the clerk to the Governors/Trustees**

|  |  |
|--|--|
| People attending screening assessment.   | List people contributing to this screening   |
| If potential discrimination has been identified, are the exceptions valid, legal and/or justified?                         | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |
| Does this policy / service / procedure need adjusting to remove any disadvantage identified or to better promote equality? | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |
| Impact Assessment (See tool below)   | <input type="checkbox"/> Not applicable<br><input type="checkbox"/> Low impact<br><input type="checkbox"/> Medium impact<br><input type="checkbox"/> High impact |
| Date assessed.   | Enter date   |

### Equality Impact Assessment Tool

**High Impact** - the policy or process has a major impact on equality

1. There is significant potential for, or evidence of adverse impact.
2. The policy has consequences for or affects significant numbers of people.

**Medium Impact** - the policy or process has an impact on equality

1. There is some evidence to suggest potential for, or evidence of adverse impact.
2. The policy has consequences for or affects some people

**Low Impact** - the policy or process might have an impact on equality

1. There is little evidence to suggest that the policy could result in adverse impact
2. The policy has consequences for or affects few people