

Equality Analysis – Screening Tool (Stage 1)

Equality Analysis is a way of considering the impacts of proposed changes on each of the protected characteristic groups as set out in the Equality Act 2010. Those impacts must be considered for service users, residents and for council employees. Equality Analysis is part of the decision-making process and should begin as soon as sufficient information about the proposed change is known and before any changes have been implemented.

This **Equality Analysis – Screening Tool (Stage 1)** considers the potential impact of the proposed change on each protected group. This should be led by the senior officer or manager responsible for the change.

If potential risks are identified, or you are unsure of the risks/impact, you **will be** asked to complete a full **Equality Analysis (Stage 2)**. If you clearly evidence that there will be no impact on any protected group, you will **not be** asked to complete a full Equality Analysis.

If this information is particularly sensitive and cannot be published please select the sensitive box. (Sensitive)

Please read the Equality Analysis Guidance before completing this form

You must provide as much information as possible on this form to enable the equality team to make an informed decision as to whether a full Equality Analysis is required.

Start date of EA Screening Tool	Click here to enter a date.
Lead Officer/s	Click here to enter text.
Service Area	Choose an item.
Team/Section	Click here to enter text.
Head of Service	Click here to enter text.
Title of the proposed change	Click here to enter text.
Summary of proposed change including reason (ie. policy, strategy, service change, service review, budget changes, change to terms and conditions, new project)	Click here to enter text.

Does the proposed change have the potential to impact on:

Staff

Residents/Service users

Both

None

Please explain: [Click here to enter text.](#)

Could the proposed change potentially have any **negative impacts** on any of the protected characteristic groups (change, create or increase existing inequalities), which are different to those experienced by other East Riding residents?

Please complete the table below and include reference to evidence/research/consultation which leads you to this assessment. Please do not answer 'no' without including supporting evidence/reasons.

Supporting evidence that could be used to help complete the table below is as follows:

- Council service equality monitoring data
- Performance Reports
- Previous engagement or assessment results
- Feedback, discussions or consultation with partner organisations, stakeholder groups or staff
- Previous reports
- Evidence from similar changes in other local authorities
- Whether the proposed change relates to an area of established inequality
- Comments and complaints received by the service

Protected Characteristic	Negative Impact?	Reasons and evidence/research/consultation
Age	Choose an item.	Click here to enter text.
Disability	Choose an item.	Click here to enter text.
Gender Reassignment	Choose an item.	Click here to enter text.
Marriage & Civil Partnership	Choose an item.	Click here to enter text.
Pregnancy & Maternity	Choose an item.	Click here to enter text.
Race	Choose an item.	Click here to enter text.
Religion or Belief	Choose an item.	Click here to enter text.
Sex	Choose an item.	Click here to enter text.
Sexual Orientation	Choose an item.	Click here to enter text.

Additional comments: Click here to enter text.

As part of the Public Sector Equality Duty (PSED), public authorities are required to do the following three things.
Would the proposed change help to:

- Eliminate discrimination, harassment and victimisation? Choose an item.
- Advance equality of opportunity for different people? Choose an item.
 - (remove or minimise disadvantages suffered by people due to their protected characteristics)
 - (take steps to meet the needs of people from protected groups where these are different from the needs of others)
 - (encourage people from a protected group to participate in public life or in other activities where participation is disproportionately low)
- Foster good relations between different groups of people? Choose an item.
 - (tackling prejudice and promoting understanding between people from different groups)

If answered yes to any of the above, please briefly explain:
Click here to enter text.

When you have completed all the fields in this document, please email it to equalities@eastriding.gov.uk

The Policy team will contact you to advise if you need to complete a full Equality Analysis (Stage 2)