



Stage 1 – Equality Impact Assessment Screening

Any new policy, strategy, function, service, practice, or proposal will need to be screened to decide whether it's relevant to equality and if this is the case, it is necessary to build an assessment (Stage 2) into the **initial drafting** or **development** of the piece of work.

The relevant strands of equality are:

Age, Disability, Gender identity/Gender reassignment, Race, Religion or belief, Sex, Sexual orientation, Women who are pregnant or have recently had a baby.

Also, for issues affecting staff, consider employees who are married or in a civil partnership.

The next section sets out the points you may need to consider in determining whether to carry out an EIA (stage 2). For advice/support in making this determination, please contact the Performance & Improvement Team (Equality lead).

Title of policy or proposal	Equality and Diversity Policy
Name of EIA lead	Kath Drury - Information & Improvement Manager
Briefly describe the aims of the policy, strategy, service, decision or proposal, its aims, the likely outcomes, and the rationale for it	<p>The aim of the Equality Policy is to demonstrate the Council's commitment to promoting equality and diversity both as an employer and a service provider.</p> <p>It demonstrates how we are complying with the general duty of the Equality Act 2010 to</p> <ul style="list-style-type: none">• Eliminating discrimination, harassment, victimisation and any other prohibited conduct.• Advancing equality of opportunity.• Fostering good relations between different groups. <p>This is a refresh of two existing Equality Policies – one for customers and residents and one for employees.</p>

	Initial Assessment Considerations	Yes	No	Comments
1.	Does this policy/proposal affect people: <ul style="list-style-type: none">• Customers• Residents• Staff	X		Affects all groups positively

	Initial Assessment Considerations	Yes	No	Comments
2.	Does it have the potential to adversely impact on any of the protected characteristics?		X	
3.	Can the council influence the impact? E.g., is it a statutory requirement, national guidance etc.	X		The Equality Duty is positive
4.	Are existing equality monitoring processes already in place? If so, please note under comments	X		All policies and projects are screened for equality impacts

If the answer to questions 1 to 3 above is 'yes', then an **Equality Impact Assessment** (Stage 2) may be necessary.

A copy of the form should be sent via email to the Performance and Improvement (Equality Lead) amar.bashir@ne-derbyshire.gov.uk and a copy should be retained with your policy/proposal documentation.

Equality Officer Recommendation	Tick as appropriate	Date
EIA Stage 2 required		
EIA Stage 2 NOT required	X	15/04/25

Copy to be returned to the EIA lead with Equality Officer recommendation.

Information and Improvement Team to keep a central electronic record of all decisions made under Stage 1.