



EQUALITY IMPACT ASSESSMENT

Part 1 - Initial Screening

1. Main Aims of Policy

Title of Policy:
Responsible officer:
Partners/Stakeholders involved in Assessment:
What are the aims and objectives of the function (policy/strategy/project etc)?
List the main activities of the function (policy/strategy/project etc):
Who are the intended beneficiaries?
Has there been any consultation for this activity and how have stakeholders been involved to date? (<i>consider tokenism and omission</i>)

2. Information, Evidence and Data - Look at any relevant, reliable and up to date information that is available to identify how the 'function' affects the different groups. Detailed and full information will make it easier to decide if a full EIA is needed. However you only need to record a brief summary on this template (*Examples of information:- demographic data, research findings, customer surveys, needs analyses, consultations findings, monitoring data, take up of services, baseline data, information from groups or agencies, monitoring information etc*)

Category	What information was examined?	What did the information analysis tell you?	Is there evidence that different groups have different needs, issues, or priorities in relation to the function? <i>(If yes then give brief details)</i>	What are the positive impacts of the function on target groups? <i>(consider mitigating factors)</i>	What are the negative impacts of the function on target groups? <i>(consider mitigating factors)</i>	Would it be possible to minimise or eliminate the negative impact? <i>(If no then specify why not)</i>
Race or ethnicity						
Gender or transgender						
Disability						
Lesbian, Gay, heterosexual, or bisexual						

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Religion or belief/faith communities						
Age						

3. **Promoting Equality and good relations between groups** - Consider the main equality groups to define to what extent the function (policy/strategy/project etc) contributes towards eliminating unlawful discrimination, promoting equality of opportunity and promoting good relations between different groups (ie between different people from different identity groups).

Category	How does this function eliminate unlawful discrimination? (If it does not then specify if there is potential within the function to do so)	How does this function promote equality of opportunity? (If it does not then specify if there is potential within the function to do so)	How does this function promote good relations between people from different groups? (If it does not then specify if there is potential within the function to do so)
Race or ethnicity			
Gender or transgender			

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Disability			
Lesbian, Gay or bisexual			
Religion or belief/faith communities			
Age			

4. How will the policy, strategy or project be implemented

Full Assessment necessary (see guidance):

 Yes

 No

Date Completed:

Signed by