

**North Ayrshire Council  
Equality Impact Assessment Form**

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**Equality Impact Assessment**

This form will assist in carrying out an equality impact assessment of new, revised and existing policies and practices. Guidance on how to complete assessments is given in the Council's **Equality Impact Assessment Toolkit**. The form is mandatory and must be published on the Council website once the policy or practice has been approved.

**Section 1 - Details**

1.1. Service  Section

1.2. Name of Policy or Practice being assessed:

Is it new  Existing

1.3. List of participants in Equality Impact Assessment

1.4. Manager responsible for impact assessment

Name:

Designation:

1.5. Timetable

Date assessment started:  (dd/mm/yyyy)

Completion date:  (dd/mm/yyyy)

**Section 2 – Aim and Relevance**

2.1. What is the purpose of the policy or practice?

2.2. What are the anticipated notable outcomes (positive and negative)?

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**2.3. Who is affected by the policy or practice as an internal or external service user?**

**2.4. Please indicate the equality groups likely to be affected by the policy:**

**2.5 Which aspects of the policy eliminate unlawful discrimination, harassment and victimisation?**

**2.6 Which aspects of the policy advance equality of opportunity between people which share a relevant protected characteristic and those who do not?**

**2.7 Which aspects of the policy foster good relations between people who share a protected characteristic and those who do not?**

**2.8 Have any cross cutting impacts been identified from other Council Services or Partner Agencies (multiple discrimination or accumulated effects of multiple proposals on a protected characteristic)?**

**2.9 If Crosscutting issues identified with other Services, what discussion/interaction has taken place to mitigate any potential negative impacts of accumulated proposals?**

**Section 3 – Collecting Information**

**3.1. What evidence is available about the needs of relevant groups?**

**Source of Evidence**

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Demographic data,  
including Census

Research

Consultation &  
survey reports

Equality Monitoring  
Data

Inspection & audit  
reports

Service user  
feedback &  
complaints

Ombudsman reports  
& case law

Officer knowledge &  
experience

**3.2. Are there any gaps in evidence?**

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**Section 4 – Impacts**

**4.1. Could the proposed policy or practice have an impact on any of the following protected characteristics? (Positive or negative)**

<b>Protected Characteristic</b>	<b>Yes</b>	<b>No</b>	<b>Please explain</b>
Age (Older people, children and young people)	<input type="checkbox"/>	<input type="checkbox"/>	
Disability (Physical and Learning)	<input type="checkbox"/>	<input type="checkbox"/>	
Gender reassignment (Where a person is living as the opposite gender to their birth)	<input type="checkbox"/>	<input type="checkbox"/>	
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	
Race, ethnicity, colour, nationality or national origins (including gypsy/ travellers, refugees and asylum seekers)	<input type="checkbox"/>	<input type="checkbox"/>	
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	
Sex (Women and Men)	<input type="checkbox"/>	<input type="checkbox"/>	
Sexual Orientation (Lesbian, gay and bisexual people)	<input type="checkbox"/>	<input type="checkbox"/>	
Other (Poverty, homelessness, ex offenders, isolated rural communities, carers, part-time workers, or people in a marriage/civil partnership)	<input type="checkbox"/>	<input type="checkbox"/>	

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**Section 5 – Assessment**

- 5.1. Is there any evidence that the policy:
- may result in less favourable treatment for particular groups?
  - may give rise to direct or indirect discrimination?
  - may give rise to unlawful harassment or victimisation?

Yes

No

No evidence

If yes, give details

- 5.2. If you have identified a negative impact, how will you modify this?

- 5.3. Is the policy or practice intended to promote equality by permitting positive action or action to remove or minimise disadvantage?

Yes

No

If yes, please give details

**Section 6 – Consultation & Recommendations**

- 6.1. Describe the consultation undertaken with equality groups, including details of the groups involved and the methods used.

**Section 7 – Outcome of Assessment**

- 7.1. Please detail the outcome of the assessment:

No major alterations to policy assessed, EIA shows policy is robust

Adjust the policy to remove barriers or better promote equality

Continue the policy – there are justifications to continue the policy despite potential for adverse impact

Stop and remove the policy as there is actual or potential; unlawful discrimination

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**7.2. Please detail recommendations, including any action required to address negative impacts identified**

**7.3. Is a more detailed impact assessment needed?**

**Section 8 – Monitoring**

**8.1. Describe how you will monitor the impact of this policy e.g. performance indicators used, other monitoring arrangements, who will monitor progress, criteria used to measure if outcomes are achieved.**

**8.2. Describe how you will publish the results of monitoring arrangements?**

**8.3. When is the policy or practice due to be reviewed?**

**8.4. Head of Service who has approved impact assessment  
Please insert name and title of the Head of Service who has approved this assessment**

Name:

Title

Date:

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**Section 9 – Publication**

- 9.1 All Equality Impact Assessments must be published on the Council website. Please forward to Andrew Hale (ahale@north-ayrshire.gov.uk)**

**Useful Guidance**

Equality and Human Rights Commission: Assessing impact and the public sector duty: A guide for public authorities (Scotland) (2012)  
<http://www.equalityhumanrights.com>