


## Initial Equalities Screening Record Form

Date of Screening: 31/03/2021	Directorate: Delivery	Section: Member Services	
1. Activity to be assessed	Member Development activity which includes training, support and engagement with residents.		
2. What is the activity?	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input checked="" type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change		
3. Is it a new or existing activity?	<input checked="" type="checkbox"/> New		
4. Officer responsible for the screening	Paris O’Keeffe-Johnston, Democratic & Registration Services Officer		
5. Who are the members of the screening team?	Paris O’Keeffe-Johnston		
6. What is the purpose of the activity?	To report to the Council the progress of learning and development activity completed in the last year.		
7. Who is the activity designed to benefit/target?	Councillors		
<b>Protected Characteristics</b>	<b>Please tick yes or no</b>	<b>Is there an impact?</b>	<b>What evidence do you have to support this?</b>
<b>8. Disability Equality – this can include physical, mental health, learning or sensory disabilities and includes conditions such as dementia as well as hearing or sight impairment.</b>	<b>N</b>	No impact identified.	The development activities will not impact racial equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>9. Racial equality</b>	<b>N</b>	No impact identified.	The development activities will not impact racial equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>10. Gender equality</b>	<b>N</b>	No impact identified	The development activities will not impact gender equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>11. Sexual orientation equality</b>	<b>N</b>	No impact identified.	The development activities will not impact sexual orientation equality but, should have an overall positive impact on all groups through widening learning opportunities.

<b>12. Gender re-assignment</b>		<b>N</b>	No impact identified.	The development activities will not impact on gender reassignment equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>13. Age equality</b>		<b>N</b>	No impact identified	The development activities will not impact age equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>14. Religion and belief equality</b>		<b>N</b>	No impact identified	The development activities will not impact any religious beliefs.
<b>15. Pregnancy and maternity equality</b>		<b>N</b>	No impact identified.	The development activities will not impact Pregnancy and maternity equality but, should have an overall positive impact on all groups through widening learning opportunities.
<b>16. Marriage and civil partnership equality</b>		<b>N</b>	No impact identified	The recommendations will have no impact on marriage or civil partnerships.
<b>17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders, armed forces communities) and on promoting good community relations.</b>	None identified.			
<b>18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?</b>	N/A			
<b>19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?</b>	N/A			
<b>20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?</b>		<b>N</b>	Learning and development activities are aimed at increasing equality for all members by giving them the tools and skills they need to complete their role.	
<b>21. What further information or data is required to better understand the impact? Where and how can that information be obtained?</b>	N/A			

22. On the basis of sections 7 – 17 above is a full impact assessment required?		N	This Equality Impact Assessment has been completed retrospectively.
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.			
<b>Action</b>	<b>Timescale</b>	<b>Person Responsible</b>	<b>Milestone/Success Criteria</b>
It is not expected that these development activities will affect any particular group.	April 2022	Kirsty Hunt	The annual report is received by Council
24. Which service, business or work plan will these actions be included in?	Democratic and registration services		
25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?			
26. Assistant director's signature.	Signature: 		Date: 1 April 2022