



## Equality Impact Assessment

<b>Name of project/strategy/service being assessed</b>	<b>Mirpur Memorandum of Understanding</b>	<b>Cabinet meeting date <i>If applicable</i></b>	
<b>Service area</b>	<b>Community Services</b>	<b>Date EIA created</b>	<b>24/11/16</b>
<b>Name of Completing Officer</b>	<b>Elaine Jewell</b>		
<b>Approved by Head of Service</b>		<b>Date approved</b>	

Equality Impact Assessments (EIA's) are designed to ensure that Wycombe District Council complies with all relevant legislation and fulfils its duty under the Public Sector Equality Duty (PSED). This comprises of three limbs which are set out in Section 149(1) of the Equality Act 2010. This requires that all public bodies, in the exercise of its functions, to have '**due regard**' to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Each service area has an Equality Champion (see the Equalities tab on WySpace for an up to date list). Please ensure that the relevant Champion is aware that an EIA is being undertaken as, if needed, your Equality Champion can provide advice and guidance on completing the EIA. Guidance on the completion of an EIA, along with information on the PSED and protected characteristics can be found in the documents section of the Equality page on WySpace (via the Corporate tab), along with a quick reference guide located here as Appendix 1.



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people ● place ● pounds

### Stage 1 – Initial Scope of the Equality Impact Assessment

Please answer the five questions below to determine whether a full EIA needs to be conducted.

Will the service/policy/strategy affect any people or groups of people directly (including staff/members of the public)?	Yes			
Will it affect how other services are provided?			No	
Will it have employment implications?			No	
Do you have information suggesting that this service/policy/strategy will affect particular groups of people?			No	
Do you need further information or to undertake further research to answer any of the above questions?			No	

If the answer to any of the above is ‘yes’, then a full EIA will need to be carried out and Sections 2- 4 will need to be completed.

If the answer to all of the above is ‘no’ then a full EIA does not need to be carried out, but to ensure consistency in approach, the EIA will need to go through the Challenge Process. Please e-mail the EIA to Vickie McSwiggan, Policy Officer at [Vickie.mcswiggan@wycombe.gov.uk](mailto:Vickie.mcswiggan@wycombe.gov.uk) who will review and discuss as necessary. Then, if following the Challenge Process:

- a) it is agreed with the Policy Officer that no further stages need to be completed the Head of Service needs to approve the assessment and return a Word electronic copy to the Policy Officer for publication.
- OR
- b) it is agreed with the Policy Officer that Stages 2 - 4 need to be completed, then the Head of Service will need to approve only once the full EIA is completed at which point a Word electronic copy should be returned to the Policy Officer for publication.



## Stage 2 – Information Gathering/Data Collection

<p><b>What are the aims of the strategy/policy/procedure?</b> Why is it necessary? What is it trying to achieve?</p>	<p>The signing of a Memorandum of Understanding by the Mayor, Chair of Town Committee, High Commissioner for Pakistan and the Mirpur Linking Association</p>
<p><b>Which aspects of the policy/strategy/procedure are relevant to equalities?</b> NB A list of impacts is NOT required at this stage, just identify areas – can be a bullet point list.</p>	<p>Race – residents who have come from or whose parents or grandparents from the Mirpur area of Pakistan</p>
<p><b>Identify the main data sources/information gathered</b> e.g. Workforce reports, census data, staff survey etc.</p>	<p>Census (2011) and demographic data (including population forecasts provided by BCC in 2014) for Wycombe District area. The 2011 Census<sup>1</sup> showed that 171,644 people were resident within Wycombe District which is an increase of 6% since the last census (2001)<sup>1</sup>. Buckinghamshire County Council published additional demographic work in 2015, and calculated that in 2014 the population of Wycombe District had increased to 174,878 people<sup>2</sup>. In addition, they have projected that the population of Wycombe District is likely to increase to 186,500 people by 2025, an increase in the population of over 11,000 people in ten years.</p> <p>The ethnic makeup of the district (according to the 2011 census<sup>1</sup>) is 81% White British, Irish or European with the remaining 19% coming from a wide ethnic/ heritage base which includes, but is not limited to Pakistani, Black Caribbean, Chinese, Indian and Black African people, most of whom live in High Wycombe. 12% of people identified as either Asian, or Asian British (including Chinese); 3% of Wycombe residents identified as Black or Black British and 3% identified as having a Mixed or Multiple Ethnic Heritage. No other group comprise more than 1% of the total population.</p>



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	<p>In addition, the average rate of vaulted burial chamber internments has been 25 a year.</p> <p>(<sup>1</sup> <a href="http://www.buckscc.gov.uk/community/research/2011-census-profiles/">http://www.buckscc.gov.uk/community/research/2011-census-profiles/</a> &amp; accessed 29<sup>th</sup> June 2016 &amp; <sup>2</sup> <a href="http://www.buckscc.gov.uk/media/2906123/Appendix-Projections-Dec2014-.pdf">http://www.buckscc.gov.uk/media/2906123/Appendix-Projections-Dec2014-.pdf</a> accessed 28th June 2016)</p>
<p><b>How have you engaged with service users/members of the public/staff?</b> e.g. staff forums, consultations, questionnaires etc.</p>	Representative who will sign the MoU have been consulted
<p><b>Is the responsibility for this strategy/policy/procedure shared with another service/organisation/agency?</b></p>	No
<p><b>Is further consultation/research or data collection planned or required?</b> Is so, what is the aim of the research? Why is it needed?</p>	No



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### Stage 3 – Impact Assessment & Analysis

Areas to consider	Impact Identified Y/N	Description of impact and likelihood of occurrence (positive, negative, no impact; high/medium/low likelihood)
<b>Protected Characteristics</b> (i.e. age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion & belief, sex and sexual orientation)	Y	Race – the purpose of the MoU is to promote understanding and hopefully foster projects that showcase the contribution of the local population previously from Mirpur
<b>Other relevant groups</b> (e.g. low income, ex-armed forces personnel, homeless people etc.)	N	

NB. Please note that when considering impacts in relation to marriage & civil partnership - the duty is solely to ensure that there is no unlawful discrimination against this protected characteristic.



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### Stage 4 - Equalities Improvement Plan

Protected Characteristic/Other relevant groups	Impact Identified Y/N	Measures identified to reduce/mitigate impact (Also include all positive actions included in your proposals)	Review date	Review update/ monitoring comments	Officer/Service Responsible
Race	Y	The MoU seeks to mark the contribution of Mirpuri migrants towards the life of the District			

Area of Consideration	How are/will we work to: (Also include all positive actions included in your proposals)	Review date	Review update/ monitoring comments	Officer/Service Responsible
Eliminate discrimination, harassment & victimisation	N/A			
Advance equality of opportunity	N/A			
Promote good relations between groups (including community cohesion)	N/A			

NB. Please note that when considering impacts in relation to marriage & civil partnership - the duty is solely to ensure that there is no unlawful discrimination against this protected characteristic.



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