

Midlothian Council Equality Impact Assessment Form



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Lead contact:

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Section A: Introduction**1. Title of policy, procedure or function being assessed**

Small Grants Allocation 2017-18

2. Divisions/organisations/groups involved in doing this Equality Impact Assessment

Communities and Economy / Communities Team

3. Date started:

23 August 2016

Date completed:

24 August 2016

Section B: Information**4. Please describe the Policy, Procedure or Function you are impact assessing****Small Grants 2017-18**

The Small Grants fund is managed by the Council's Communities Team. Applications are welcome from community groups, charities or social enterprises. In order to apply they must be constituted and have a bank account. They can apply for a small grant of up to £3000

Groups can apply from 3 streams: Developing Communities, Employability, Learning, and Training, Health and Physical Activity

The aim is to:

- To support voluntary and community sector infrastructure. This means organisations that provide development support to the voluntary and community sector
- To strengthen communities by:
 - supporting activities designed to develop socially excluded communities or access to services for those communities, or
 - providing information, advice, or advocacy, or
 - supporting new and emerging communities, or
 - supporting organisations that have a specific role

5. What information and consultation data do you have to inform your assessment? What does it tell you?

- Review of policies of other local authorities

You need to answer item 5 so that a member of the public will understand it

6. Do you need more information or more consultation/engagement data?

- Do you need anything more:
 - i. to do this Equality Impact Assessment (EQIA)
 - ii. to monitor or assess, in future, the impact of the policy/procedure or function you are EQIAing on people with different equalities characteristics
- Lack of data is not a sufficient reason to conclude there is no impact. It is insufficient to state that a policy will affect everyone equally without having considered the different barriers some people may encounter.

No

Section C: Assessment

Midlothian Council equality impact assesses on **all** of the characteristics in the shaded area below, so you should consider all of these in your assessment. If you want, you can consider other groups as well.

Race (this includes ethnic or national origins, colour and nationality)

Disability (e.g. physical disabilities, sensory impairments, learning disabilities, mental health conditions or long-term illnesses)

Sex(male/female)

Age (all ages)

Sexual Orientation (gay man, gay woman/lesbian, bisexual, heterosexual/straight)

Religion or belief (including having no religion or belief)

Pregnancy and maternity (having just had a baby or being pregnant)

Gender reassignment or transgender status (a person who is proposing to undergo is undergoing or has undergone a process to change their sex)

Marriage and Civil Partnership

People experiencing poverty or at risk of poverty: (poverty may be simply defined as not having enough money to meet one's basic daily needs or to have the things that most people in the UK take for granted).

As you answer questions 7i. to 7iv. over the page:

a) Think about the policy, practice or function you are assessing and

- people with the above characteristics
- people associated with them (e.g. a parent or carer)
- people mistakenly assumed to have the above characteristics

Remember to consider impacts on staff as well as communities and customers.

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b) Consider whether the above people are likely to have different needs, or be affected in different ways by what you are doing/proposing. e.g.

- People may need, or benefit from, information provided in a particular format, like large print or easy read.
- A queuing system which relies on people standing for long periods will make it very difficult for some people to use the service.
- Charging more for a service is likely to affect people from several of the groups in the shaded area above, as on average they have a lower income.
- Targeting an area of high poverty could leave people experiencing poverty outside the area even worse off in comparison

c) Consider the General Equality Duty requirements to pay due regard to the need to:

- eliminate discrimination, victimization, harassment or other local conduct that is prohibited under the Equality Act 2010 in relation to the characteristics listed in shaded area at the top of this page (except poverty)
- advance equality of opportunity between and foster good relations between people who share a characteristic in the shaded area and those who do not (except marriage and civil partnership and poverty)

7i. Note any positive impacts on the above equalities groups

- The Council has set a total budget of **£150,000** to fund this Small Grants programme. £10,000 of this sum is supporting local Gala Days
- Equalities groups will be targeted in terms of supporting their participation and access to the Small Grants programme.
- Midlothian Council links with equalities groups will be strengthened.

7ii. Note any negative impacts on equalities groups

- In terms of access to funding, barriers **may** exist for certain groups. In the first instance, communications on how to apply for funding will need to be accessible, taking into account potential language barriers, visual impairments and accessible forms of communication i.e. not restricting to one format such as advertising on the Council website. All communications will clearly state that they can be made in varied accessible formats.
- Similarly, support for groups wishing to access funding needs to be made available by way of assistance with completing documentation, especially relevant where English is not someone's first language or when an applicant has a learning disability. Community Officers will offer community based meetings (through funding surgeries or individual meetings to support potential applicants. Language support will be provided if required.
- Access to the grants surgeries, for all attendees, will to be at a time or in an accessible location that will maximise, as far a possible turnout and participation.

7iii. How significant would this negative impact be and what kind of numbers would be affected?

- Planning, preparation and implementation will include measures to reduce any potential negative effects of the Small Grants programme (see section 7iv)

7iv. Note any opportunities for making a positive impact on equalities groups.

- The Small Grants programme will be fully inclusive and will involve a range of methods to encourage local groups to apply. An example of this would be the potential engagement and capacity building of Midlothian Peoples Equality Group to support applications by the groups they represent
- The Small Grants programme has potential positive benefits for both sexes, as it is fully inclusive.
- The Small Grants programme process will ensure that people with disabilities will be able to apply for locality grant funding.
- The Small Grants programme is fully inclusive of all age groups.
- The Small Grants programme is fully inclusive irrespective of a person's religion or belief
- The Small Grants programme is fully inclusive irrespective of a sexual orientation
- The Small Grants programme is fully inclusive irrespective of marital status and civil partnership.
- The Small Grants programme is fully transgender inclusive.
- All protected characteristics are will be positively impacted by the Small Grants programme and in particular Race (you can't say this unless you change the wording to sections 7 ii and iii) and Disability.
- All protected characteristics will benefit positively in terms of health benefits from having access to funding which supports wellbeing.
- The Small Grants programme will strengthen Council's relationships and outreach effort with communities.
- If people (on behalf of their groups) are supported to make applications to the Small Grants programme they may feel empowered to take positive action themselves, support other members within their community

Section D: Actions and Outcomes

Questions 8 and 9 below ask about actions, which have been taken, or will be taken **as a result** of this Equality Impact Assessment (EQIA). Any pre-existing actions should be included in earlier sections.

8. Note any actions you will be taking as a result of this EQIA:

Think about what you can do to:

- minimise or remove any negative impacts, and
- maximise the opportunities for positive impacts

- The suitability of building access for Grant Surgeries will be considered.
- A Communications Strategy has been formulated, agreed, and passed at Directorate level.
- Scheduling of grants surgeries will be considered so as not to clash with any periods of religious observance (in so far as this is possible)
- Upon request, grant application forms will be created in a range of languages
- Support will be given for group members with visual impairments
- There are 5 Communities Officers who, with support from the Council's Equalities Engagement Officer, will support groups with the Small Grants application process.
- The specific engagement work, detailed above, will focus on ensuring particular effort is taken to engage individuals and groups who experience particular barriers to participation.

Please note any actions you have already taken as a result of this EQIA here.

- Team review of potential grant applicants to ensure that equalities groups have information and capability to apply

9. How will you track/monitor that the actions you mentioned in 8. have been achieved?

e.g. by adding them to a work plan, service plan etc.

- Communities Team Work Plan
- Monitoring and Evaluation Assessment of grant applicants

10. If you have decided not to take any action, please note why this is, and any justification, here.

A significant negative impact, even if it affects only a small number of people, should be addressed.

12. Is a more detailed assessment recommended?

No

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