

Equality Impact Assessment

Title of the policy	Tree Work Policy
Date	6/7/11
Lead Officer	M Bills
Who else is involved in undertaking this assessment?	

Step 1 – Overview of policy/function being assessed

A. Outline: What is the purpose of this policy? (specify aims and objectives)
The tree work policy will give residents consistent information and understanding of what work can be undertaken to trees adjacent to their property. It will also give officers the support they need in explaining to members of the public why tree work cannot be undertaken. To implement the decision to cut the non essential tree works budget.
B. What specific groups is the policy designed to affect/impact?
None
C. Which groups have been consulted as part of the creation or review of the policy?
Consultation on website for one month asking for comment from members of the public

Step 2 – What we already know and where there are gaps

A. List any existing information/data you have/monitor about different diverse groups in relation to this policy? Such as in relation to ethnicity, religion, sexual orientation, disability, age, gender, transgender etc.
Data/information such as:
§ Consultation
§ Previous Equality Impact Assessments
§ Demographic information
§ Anecdotal and other evidence

District	Code	All people (Census 2001)	People Stating Religion as: Buddhist (Census 2001)	People Stating Religion as: Christian (Census 2001)	People Stating Religion as: Hindu (Census 2001)	People Stating Religion as: Jewish (Census 2001)	People Stating Religion as: Muslim (Census 2001)	People Stating Religion as: No Religion (Census 2001)	People Stating Religion as: Other Religions (Census 2001)	People Stating Religion as: Religion Not Stated (Census 2001)	People Stating Religion as: Sikh (Census 2001)
Harborou gh	31UD	76559	107	59700	358	103	177	10747	109	5026	232

District	Code	All People (Census 2001)	People Aged 0-4 (Census 2001)	People Aged 5-7 (Census 2001)	People Aged 8-9 (Census 2001)	People Aged 10-14 (Census 2001)	People Aged 15 (Census 2001)	People Aged 16-17 (Census 2001)	People Aged 18-19 (Census 2001)	People Aged 20-24 (Census 2001)	People Aged 25-29 (Census 2001)	People Aged 30-44 (Census 2001)	People Aged 45-59 (Census 2001)	People Aged 60-64 (Census 2001)	People Aged 65-74 (Census 2001)	People Aged 75-84 (Census 2001)	People Aged 85-89 (Census 2001)	People Aged 90+ (Census 2001)
Harborou gh	31UD	76559	4590	2886	1998	5040	912	1795	1580									
Harborou gh	31UD		3203	3884	18039	16745	3915	6426	4165	932	449							

B. What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (please list)

This tells us that the number of people that could potentially be affected by the policy and that some of those people may be from a priority group. Only a small % will live adjacent to a POS and only a small % of those will be affected by trees.

Trees will not affect a priority group any more or less than any other member of the community.

The proposed tree work application form and tree policy document will be provided as a paper copy. Those people with a visual impairment may require a larger print version, and some people may prefer an electronic version so that e – readers can be used.

Step 3 – Do we need to seek the views of others? If so, who?

<p>A. In light of the answers you have given in step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.</p>
<p>No. The policy will not adversely affect priority groups, but will affect all people equally irrespective of priority status. Information will be provided in a more usable format for those people with visual impairment.</p>

Step 4 – Assessing the impacts

	<p>In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the groups specified and provide an explanation for your decision. (please refer to the general duties on the front page)</p>
A. Age	No adverse impact because of age
B. Disability (physical, visual, hearing, learning disabilities, mental health)	Visually impaired people can request a larger print version and an electronic version will be available on the website if an e reader is used
C. Gender / Sex	No adverse impact because of Gender/sex
D. Religious Belief	No adverse impact because of Religious belief
E. Racial Group	No adverse impact because of racial group
F. Sexual Orientation	No adverse impact because of sexual orientation
G. Transgender	No adverse impact because of transgender
H. Other protected groups (pregnancy & maternity, marriage & civil partnership)	No adverse impact because of other
I. Other socially excluded groups	

(low literacy, priority neighbourhoods, socio-economic, etc)	No adverse impact because of social exclusion
J. All	None

Step 5 – Action Plan

Please include any identified concerns/actions/issues in this action plan: The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan			
Question Number (Ref)	Action	Responsible Officer	Target Date
4b	Provide information on large print formats and on the website	MB/CA	End July 2011
1c	To provide the information on the website for consultation and feedback for 1 month.	MB/CA	1 st week Sept 2011

Step 6 – Who needs to know about the outcomes of this assessment and how will they be informed

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Employees	Ground Maintenance team	Team meetings or 1:1
Service users	Residents	Through website or through notification when an enquiry is made
Partners and stakeholders	FOCSA	Through GM meetings
Others	Members	Through website and minutes of committee meeting
To ensure ease of access, what other communication needs/concerns are there?	Disability liaison group	Through the regular meeting which officers are able to attend

Step 7 – Conclusion (to be completed and signed by the Service head)

Please delete as appropriate

I agree / disagree with this assessment / action plan
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Service Head):
Date:

Please send completed & signed assessment to the Equality and Diversity officer.