

Equality Impact Assessment

Title:	Community, Rural and Small Grants	
Version:	1.3	
Date of draft:	11.3.16	
Date approved by Equalities Group	21.7.16	

Section 1A: Overview

Name of Policy, Procedure, Practice, Strategy or Service:	The awarding of funding via the Members Community Grant Scheme, the Small Grants Scheme and the Rural Grants Scheme.
Service, Group, Team:	Performance and Communities
Equality Assessment Lead Officer:	Colin Handley
Head of Service	Lorraine Poyser – Director of Community Services

1B: Please state the intended outcomes of the policy	How will you know these have been achieved? <i>What performance monitoring is in place?</i>
<p>The Grant Funding Policy (2013-2016) aims to communicate the application and award process, ensuring that the process is fair and accessible to all:</p> <ul style="list-style-type: none"> • Provide clear guidance for organisations to help them to bid for small grants made available by the Council and identify other sources of funding that they can apply to. • Ensure awards are made in an equitable, transparent and fair manner. • Improved monitoring and management of grants. • A streamlined and co-ordinated process for the award of all grants, regardless of which funding programme. 	<p>There will be an increase in organisations applying for funding, including new applicants.</p>

Section 2A: The policy. How will the policy/plan/strategy impact on residents, visitors, businesses or other agencies that we work with? <i>What work has been undertaken to advise these groups about the changes planned in the policy/plan/strategy?</i>
<p>Grants are awarded where applicants show that funding will have a benefit to the residents of the borough. Applicants are asked to link the activities of the project to the priorities within the Corporate Plan. The voluntary sector has a key role in delivering social, economic, environmental, cultural and other services that promote well-being. Services provided by councils and health groups are affected by ongoing cuts to funding and the community and voluntary sector has become an increasingly important partner in the delivery of local services.</p> <p>Ongoing work will include a Funding Forum to help identify different funding streams, with further consideration being given to funding workshops to enable organisations that have not received funding to identify projects that might be considered for funding and help organisations resolve any issues with completing applications that will ensure that applicants feel more confident in being able to submit an application that is more</p>

likely to be shortlisted and submitted to the funding panel. This will increase the number and range of organisations who are successful with applications being submitted to the panel and may reduce the need for additional rounds to ensure that all available funding is taken up.

By identifying other sources of funding the Council will be able to help eligible organisations increase the opportunity to apply for grants bringing in much needed revenue and increasing the potential to increase the range of benefits to residents.

2B: What needs is the policy/service designed to meet? *You could also refer to your current Service Plans and how the policy/service fits into EBC's Corporate Plan Priorities. How does the policy, procedure, practice, strategy or service align with Corporate Priorities*

The grants programme will meet the 2016 Corporate Plan priorities as it will ask applicants to identify which of the priorities it is intended to meet:

- **A safe, clean and welcoming borough** – ensure that residents have access to a greater range of activities that have been identified as a need by the applicant.
- **Improved access to services** – this will allow community groups etc. to provide activities that are additional to those provide by the borough council and will be targeted at the local community, particularly where funded by a Member's Community Grant or by a Rural Grant.
- **Delivering efficient and effective services that residents need** – each applicant will need to identify the need of a project or activity and in what way it will produce a benefit to residents.
- **Creating opportunities for economic growth and prosperity** – the awards scheme ensures that projects are run locally and where possible rely on the local business community to support delivery.
- **A well run and efficient council** – this recognises the role of community groups etc. to run activities on a smaller scale than the council might provide and allows the use of established groups to expand their role within the community. By providing the funding the council can demonstrate it is working in partnership to support the delivery of community priorities in a time of austerity (Service Plan 2015-16 and 2016-19).

2C: Is the service provided subject to any element of outsourcing? *Is the service delivered in part, or in its entirety by an outside company or organisation? If challenged about a service delivered on our behalf you must show that the organisation meets the expectations with regard to equalities in its customer service and recruitment and retention of staff.*

No

Section 3A: Gathering Information

What equality monitoring information do you gather and how is this information used to develop services, functions and policies at the current time. *You could look at the take up of services, customer satisfaction (complaints and compliments) and enforcement action.*

Currently there is no equality monitoring of applications or the beneficiaries of any project funded. One of the future developments of the policy may be to review the application form to ask applicants to show which of the “protected characteristic” groups their project intends to benefit. This will help us to identify who our residents are, often those who may chose not to engage with the council and provide further insight into who our residents are.

3B: What does available data and the results of any consultations show about the take up of services? What is the impact on different groups? (qualitative and quantitative). *You could look at previous community consultation exercises, customer reviews, census data, staff feedback etc.*

Remember: by law you are required to be able to demonstrate, through data analysis and evidence, that you have considered the impact of your service on **ALL** of the relevant protected groups. This document is just a short summary of this process and a tool to help you to check that you have taken the Equality Act 2010 and the Council’s equality objectives into consideration.

To date the funding of projects has been based on the need identified within the community. No questions have been asked of applicants about the protected groups represented within the organisation, current users or those who are intended to benefit from the project to be funded. The Council has in the past held a Funding Fair to provide information and guidance to local community groups to ensure that they are aware of the funding schemes the Council run and to increase their understanding of the process.

The Community Grants scheme has been changed in 2016 to provide a rolling application programme, rather than two or three application periods during a financial year, this will ensure groups can continue to bid for funding and not have to wait for application periods to open. All grant programmes are promoted via EBC Today, the website and local media.

All applications are shortlisted and scored in the same way to ensure a consistently applied and transparent process.

Section 4: Impact Assessment *Here you need to analyse the needs of different groups and the possible impacts the service may have on them. How is the policy or decision likely to affect the **promotion of equality** and the **elimination of discrimination** in each of the groups?*

Stake Holder Group	Is this group likely to be affected in a positive way?	In what way will they be affected?	Is this group likely to be affected in a negative way?	In what way will they be affected?
Age (older people, young people)	Yes	The Council supports a wide range of community and voluntary organisations, some of whom support elderly residents and young people's activities and projects.	No	There are no barriers to groups of any age applying for funding.
People with Disabilities (Both physical and mental impairments)	Yes	The Council supports a wide range of community and voluntary organisations, including those that provide activities and support for vulnerable adults and young people, disabled groups etc.	No	The application process can be made available in different formats/sent electronically where required.
Gender (Women, Men, Transgender, Transsexuals)	No		No	There are no barriers to groups of any gender applying for funding.
Race (Black, Asian, Minority Ethnic groups.	No		No	The application process can be made available in different languages or sent

Include people whose first language is not English)				electronically for applicants to use internet based translation services or in larger print.
Sexual Orientation	No		No	There are no barriers to groups of any sexual orientation applying for funding.
Religion and belief	No		No	There are no barriers to groups of any faith or belief applying for funding.
Dignity, Human Rights and Socio-economic disadvantage	No		No	There are no barriers to groups from any economic group applying for funding. For any groups that do not have access to a PC computers are provided in town hall receptions.
Marriage and Civil partnerships	No		No	There are no barriers to anyone applying because of their marital status.
Pregnancy and maternity/paternity	No		No	There are no barriers to anyone applying because they are pregnant or have given birth in the previous 26 weeks.

Section 5A: Actions How will you monitor the ongoing effect of the policy/strategy/plan?	When will this be undertaken?	Expected outcomes / performance measures	Which Corporate Plan aim will this action meet?
Further information will be collected about the protected characteristics of beneficiaries.	During the application process – we will ask organisations to identify any work that is specifically designed to target any of the protected characteristic groups.	To demonstrate that protected characteristic groups are represented as beneficiaries of awards made.	Improved access to services.
Identify how the work of the Funding Forum or workshops generate additional applications being submitted to the	2016 – up until the policy is reviewed.	To be able to show that more applications are being received and the quality of applications is	Improved access to services

funding panel		such that more are being shortlisted for consideration by the funding panel, including new organisations who have not previously applied or received funding.	
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5B: If you have identified any negative impacts on any of the groups in section 4 how will you mitigate the effect?					
Negative impact	Action required to mitigate any potential negative impact	Outcome / performance measure	Lead Officer – who will the monitoring of this action be reported to?	Date that the monitoring will be undertaken, how often will it be done?	Which of the current Equality Objectives does this action meet? (State number *)
The need to assess the suitability of the process to be accessible to people where English is not their first language or a different format is required.	As part of the Equality Objectives Action Plan a review of access channels is planned in Year One.	A definitive understanding of the services we need to provide and a timetable for annual review.	Colin Handley (Community Engagement Officer)/Suzanne Gorman (Customer Care Officer)	December 2016	Equality Objective 2
The need to identify the diversity of groups that are receiving funding and identify equality data that can be collected	Amend the application to identify the diversity of groups applying and the intended beneficiaries,	A greater understanding of the diversity of applicants and beneficiaries at each round of application and understanding of the needs of those groups where the application process is an issue.	Colin Handley (Community Engagement Officer)	December 2016	Equality Objective 3

*The objectives are:

1. **Provide a welcoming and safe place for our communities, visitors and businesses which embraces equality and is free from discrimination.**
2. **Provide relevant services that are free from discrimination and delivered in a way that is responsive and accessible.**
3. **Understand and value the diversity of our communities through community engagement**
4. **Foster an accessible and inclusive working environment for all our staff and strive to achieve a workforce that is representative and diverse.**