

## **Equality Analysis Report**

<b>Title of activity / Budget Proposal title and number</b> Community Governance Review of Great Denham Parish	<b>Committee meeting (decision maker) and date</b> Final recommendations determined by the Borough Council's General Purposes Committee on 27 June 2017, published and submitted to the Council meeting on 12 July 2017.
<b>Service area</b> Governance and HR	<b>Lead officer</b> Keith Simmons – Head of Democratic and Registration Services
<b>Approved by</b> Barbara Morris Assistant Chief Executive (Governance & Human Resources)	<b>Date of approval</b>
<b>Description of activity:</b> Bedford Borough Council is the principal Council for the Borough of Bedford and is designated in law as the body to review community governance arrangements in its area. Community governance reviews provide the opportunity for principal councils to review and make changes to community governance within their area. Such reviews are often, although not exclusively, in circumstances such as where there have been changes in population, or in reaction to specific or local new issues. A community governance review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove any anomalous parish boundaries that exist.  Great Denham Parish has requested this review of community governance arrangements. The Council is recommending an increase in Parish councillors. The outcome of the recommendations (if approved) would see the number of Councillors increase from 5 to 9 to reflect the expanding size of the electorate.	

**Please refer to the Equality Analysis Template Notes for guidance on completing this form.**

## **Relevance Test**

1. The outcomes of the activity directly and significantly impact on people, e.g. service users, employees, voluntary and community sector groups.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2. The activity could / does affect one or more protected equality groups.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
3. The activity could / does affect protected equality groups differently.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
4. One or more protected equality groups could be disadvantaged, adversely affected or are at risk of discrimination as a result of the activity.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
5. The activity relates to an area where there are known inequalities.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
6. The activity sets out proposals for significant changes to services, policies etc. and / or significantly affects how services are delivered.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
7. The activity relates to one or more of the three aims of the Council's equality duty.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
8. The activity relates to the Council's Corporate Plan objectives, is a significant activity and / or presents a high risk to the Council's public reputation.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
9. An equality analysis of this activity is required.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
This activity has no relevance to Bedford Borough Council's duty to eliminate unlawful discrimination, harassment and victimisation; to advance equality of opportunity; and to foster good relations. An equality analysis is not needed.				<input type="checkbox"/>
<b>Explanation why equality analysis is not needed</b>				

## **Scope of equality analysis**

<b>Who is / will be impacted by the activity's aims and outcomes?</b>	Residents of the Parish are those directly affected by the impact of the potential changes to Governance as the increase number of Councillors will provide greater representation for those within the Parish area.
<b>Which particular protected equality groups are likely / will be affected?</b>	All protected groups that are resident in the Parish will be positively affected. Through the increase in number of councillors there provides the opportunity for the Parish Council to become more representative of the community.

## **Evidence, data, information and consultation**

<b>What evidence have you used to analyse the effects on equality?</b>	<b>Parish Profiles</b> Parish profile summarising 2011 Census data can be found here: <a href="http://www.bedford.gov.uk/council_and_democracy/statistics_and_census/parish_profiles.aspx">http://www.bedford.gov.uk/council_and_democracy/statistics_and_census/parish_profiles.aspx</a>
<b>What consultation did you carry out with protected equality groups to identify your activity's effect on equality?</b>	The consultation process for the Community Governance Review involved communicating to all households within the parish, therefore all of those protected groups would have been reached with their views sought and responses added to the analysis. A total of 1307 consultation letters were issued in connection with the review that included a freepost response reply card inviting comments on the draft recommendations. 13 letters were also sent to interested parties and other stakeholders. Residents could also respond via an online response channel, and by email. The consultation achieved an overall response rate of approximately 10.53%.
<b>What does this evidence tell you about the different protected groups?</b>	<b>1. Consultation data</b> This analysis has not been carried out as there was no provision in the consultation to request that information from consultees.  <b>2. Parish profiles</b> <b>Age</b> Great Denham has a young age profile. Only 10% of the Parish are aged 65 years and over  <b>Race</b> 25% of the population are non-White British. Therefore by increasing the number of Councillors this is an opportunity for the Council to reflect more proportionately the population of the area it represents.  <b>Religion and belief</b> 69% of the Parish hold a religious belief. Overall 60% of the Borough are Christian and 9% have a religion other than Christian.

What further research or data do you need to fill any gaps in your understanding of the potential or known effects of the activity?	None
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### **General Equality Duty**

Which parts of the general equality duty is the activity relevant to?			
	Eliminate discrimination, harassment and victimisation	Advance equality of opportunity	Foster good relations
Age		Increasing the number of Councillors is an opportunity for the Parish Council to better reflect the population of the area it represents and encourage participation in public life from younger Parishioners.	
Disability			
Gender reassignment			
Pregnancy and maternity			
Race		Increasing the number of Councillors is an opportunity for the Parish Council to better reflect the population of the area it represents and encourage participation in public life from ethnic minority Parishioners.	
Religion or belief		Increasing the number of	

		Councillors is an opportunity for the Parish Council to better reflect the population of the area it represents and encourage participation in public life from Parishioners who have a diversity of religious beliefs or none.	
Sex			
Sexual orientation			
Marriage & civil partnership			

### **Impact on equality groups**

<b>Based on the evidence presented what positive and negative impact will your activity have on equality?</b>				
	Positive impact	Negative impact	No impact	Explanation
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	With an increase in the number of parish council seats there is a greater opportunity for people from a range of ages to stand as a candidate at election and thus for the council to be more representative of the community. However, ensuring this as an outcome is outside of the scope of the review recommendation.
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	With an increase in the number of parish council seats there is a greater opportunity for those from ethnic minority groups to stand as a candidate at

				election and thus for the council to be more representative of the community. However, ensuring this as an outcome is outside of the scope of the review recommendation.
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	With an increase in the number of parish council seats there is a greater opportunity for those from a range of religious beliefs and no belief to stand as a candidate at election and thus for the council to be more representative of the community. However, ensuring this as an outcome is outside of the scope of the review recommendation.
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Other relevant groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### **Commissioned services**

<b>What equality measures will be included in Contracts to help meet the three aims of the general equality duty?</b>	None
<b>What steps will be taken throughout the commissioning cycle to meet the different needs of protected equality groups?</b>	None

### **Actions**

	What will be done?	By who?	By when?	What will be the outcome?
<b>Actions to lessen negative impact</b>	None			
<b>Actions to increase positive impact</b>	None			
<b>Actions to develop equality evidence, information and data</b>	None			
<b>Actions to improve equality in procurement / commissioning</b>	None			
<b>Other relevant actions</b>	None			

### **Recommendation**

<b>No major change required</b>	<input checked="" type="checkbox"/>	<b>The recommendations of the Community Governance Review of Great Denham Parish will have a neutral impact on equality.</b>
<b>Adjustments required</b>	<input type="checkbox"/>	
<b>Justification to continue the activity</b>	<input type="checkbox"/>	
<b>Stop the activity</b>	<input type="checkbox"/>	

### **Summary of analysis**

In preparing this report, due consideration has been given to the Borough Council's statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010.

A Community Governance Review seeks to secure community governance that reflects the identities and interests of the community in the area and is effective and convenient. The proposals to increase the number of councillors on the Parish from 5 to 9 provides for the opportunity for a greater number of residents to stand as a candidate. Whilst this opportunity brings the potential for Great Denham Parish to better reflect more proportionately the population of the area it represents, activities required to ensure this as an outcome are outside

of the scope of this review. There is no negative impact identified resulting from this Review. The recommendations of the Community Governance Review of Great Denham Parish will have a neutral impact on equality.

### **Monitoring and review**

<b>Monitoring and review</b>	<b>Review date</b>
Government guidance suggests that it is good practice to conduct a Community Governance Review every 10-15 years.	