

Equality Analysis Form

By completing this form you will provide evidence of how your service is helping to meet Stroud District Council's General Equality duty:

The Equality Act 2010 states that:

*A public authority must, in the exercise of its functions, have **due regard** to the need to –*

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The protected characteristics are listed in Question 9

Stroud District Equality data can be found at: <https://inform.gloucestershire.gov.uk/equality-and-diversity/>

Please see Appendix 1 for a good example of a completed EIA.

[Guidance available on the HUB](#)

1. Persons responsible for this assessment:

Name(s): Hannah Barton	Telephone:
	E-Mail: hannah.barton@stroud.gov.uk
Service: Corporate Policy and Governance	Date of Assessment: 23 November 2022

2. Name of the policy, service, strategy, procedure or function:

Parish and Town Council Charter

Is this new or an existing one? **New** (please delete as appropriate)

3. Briefly describe its aims and objectives

<p>This Charter has been developed to provide a clear and mutual understanding of roles and expectations, develop good working relationships between councils, and promote partnership working within and beyond statutory frameworks.</p> <p>By creating a framework for parish councils and Stroud District Council to work effectively in</p>
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partnership, we can better address the challenges faced by our local communities and make the whole of the district a better place to live, work and visit for everyone.

4. Are there external considerations? (Legislation / government directive, etc)

There are some statutory requirements for working and consulting with parish and town councils, and this Charter goes beyond those requirements.

5. Who is intended to benefit from it and in what way?

Both SDC officers and parish and town council clerks, staff and councillors should benefit from this Charter as it sets out clear roles and expectations for all parties.

6. What outcomes are expected?

- Greater awareness of the relationship between SDC and parish and town councils and the roles and expectations of each.
- Fostering good relationships between SDC and parish and town councils.
- Improved partnership working between SDC and parish and town councils.

7. What evidence has been used for this assessment?: (eg Research, previous consultations, Inform (MAIDEN); Google assessments carried out by other Authorities)

- Several working group meetings with parish and town councils where feedback on the current working relationship between SDC and parish and town councils was given and grouped into themes.
- Responses to the consultation held with LMT, Members and all parish and town councils in the district.
- Charters adopted by other local authorities, including GCC's [Gloucestershire Charter](#).

8. Has any consultation been carried out?

Yes

Details of consultation

The Charter was developed in collaboration with a parish and town council working group, including representation from the Gloucestershire Association of Parish and Town Councils (GAPTC).

This draft of Charter was consulted on with SDC managers to ensure that the SDC commitments were achievable and there were not any missing.

An updated version of the Charter was then consulted on with Members and all parish and town

councils in the district, including those not involved in the working group. Feedback and comments from parish and town councils were collated using an online survey, and 27 parish and town councils responded to the consultation in total. Feedback from this consultation was incorporated into the current version of the Charter which is being submitted to Council for adoption.

If NO please outline any planned activities

9. Could a particular group be affected differently in either a negative or positive way?

(Negative – it could disadvantage and therefore potentially not meet the General Equality duty;

Positive – it could benefit and help meet the General Equality duty;

Neutral – neither positive nor negative impact / Not sure)

Protected Group	Type of impact, reason and any evidence (from Q7 & 8)
Age	The Charter will not have a negative impact on any of the protected characteristics.
Disability	Improving the relationship between the district council and parish and town councils will bring us closer to our communities and increase our awareness of issues affecting them. By working in partnership with parish and town councils we can then address these issues more effectively.
Gender Re-assignment	
Pregnancy & Maternity	
Race	
Religion – Belief	
Sex	
Sexual Orientation	
Marriage & Civil Partnerships (part (a) of duty only)	
Rural considerations: le Access to services; transport; education; employment;	

broadband;	
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10. If you have identified a negative impact in question 9, what actions have you undertaken or do you plan to undertake to lessen or negate this impact?


Please transfer any actions to your Service Action plan on Excelsis.

Action(s):	Lead officer	Resource	Timescale

Declaration

I/We are satisfied that an Impact Assessment has been carried out on this policy, service, strategy, procedure or function * (delete those which do not apply) and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment

Completed by: Hannah Barton	Date: 28 November 2022
Role: Policy and Projects Officer	
Countersigned by Head of Service/Director: 	Date: 6 December 2022

Date for Review: Please forward an electronic copy to eka.nowakowska@stroud.gov.uk