

# Equality Impact Assessment (EQIA): Initial Screening Form



Name of the policy, service or project: Grants to voluntary organisations

Is this policy new or existing? New  Existing

When was it last reviewed? 2002

Directorate: Chief Executive's

## a. Preparation

The work on this section should be done **in advance** and be used as part of your EQIA. Please attach examples of available monitoring information, research and consultation reports.

- 1. Do you have monitoring data available on the number of people who are using or impacted upon by your policy, service or project?**
- |   | Yes                        | No                       |
|---|----------------------------|--------------------------|
| • Number of people with disabilities    | x <input type="checkbox"/> | <input type="checkbox"/> |
| • Black and minority ethnic communities | x <input type="checkbox"/> | <input type="checkbox"/> |
| • Women and men                         | x <input type="checkbox"/> | <input type="checkbox"/> |

If you have answered 'Yes' to the above questions your monitoring data should be compared to the current available census data to see whether a proportionate number of people are taking up your service.

- 2. If monitoring has NOT been undertaken, will this be done in future?** Yes  No   
 (Race Relations Amendment Act, 2000)

**If so, specify the arrangements you intend to make; if not, please give a reason for you decision:**

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- 3. If you are aware of any relevant local or national equality or diversity-related consultation, research, or good practice guidance, then please list and attach here:** Yes  No
- Compact Guide – A Code of good practice for Black and Minority Ethnic voluntary and community organisations
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## b. Your policy, service or project

1. What is the main purpose of the policy, service or project?

Funding and support for local voluntary and community organisations

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2. List the areas of activity of the policy, service or project e.g. the recruitment strategy might have advertising, interviewing, short listing etc. as activity areas.

Promotion/publicity for grants programmes; advice and support to applicants; assessment of applications; produce reports and recommendations for decision makers; monitor use of grants.

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3. Who are the main beneficiaries of the policy?

Local voluntary and community organisations and their members and users

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4. Is the policy, service or project corporate and far-reaching?

Yes  Maybe  No

5. In your view, does the policy assist residents and service users in meeting their most basic needs, i.e. shelter and income?

Yes  No

6. Will the impact of the policy, service or project potentially be short-lived or lasting?

Short-lived  Lasting

7. Does the policy, service or project deal with delivering front-line services to residents or employees?

Yes  No

8. Are you expecting to make any changes to the policy, service or project during the next year? Maybe

Yes  No

9. Does this policy, service or project potentially have a high impact on Kingston residents or employees?

Yes  No

If a high impact is indicated you need to progress to a full EQIA

**c. The Impact**

1. Complete the following tables using ticks.  
 Consider the information gathered in Section (a) of this Screening Form, comparing monitoring information with census data, and considering any earlier research or consultations. You could also look at point 7 (c) of the EQIA Screening Guidance Notes for areas of possible effect:
- Where you think that the policy could have a negative impact on any of the equality target groups, i.e. it could disadvantage them
  - Where you think that the policy could have a positive impact on any of the equality target groups or contribute to promoting equal opportunities, or improving relations within the equality target groups

a) How will it impact on men and women e.g. flexible working arrangements might have a positive impact on women with caring responsibilities

Gender	Positive Impact	Neutral Impact	Negative Impact
<b>Woman/Girls</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support women's groups		
<b>Men/Boys</b>	<input type="checkbox"/>	x <input type="checkbox"/>	<input type="checkbox"/>
Reason	Do not support any organisations specifically for men		

b) What type of impact will it have on black and minority ethnic communities e.g. women from certain minority communities may use the Council's swimming pool more often if same sex swimming arrangements are in place

Race	Positive Impact	Neutral Impact	Negative Impact
<b>Asia or Asian British (including Tamil, Gujarati and Korean)</b>	x <input type="checkbox"/>	Korean x <input type="checkbox"/>	<input type="checkbox"/>
Reason	Support organisations in these communities - at the time of EQIA, not supporting any Korean groups		
<b>Black or Black British</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	As above		
<b>Chinese and other</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	As above		
<b>White (including Irish)</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	As above		

**c) People of different faith such as Christians, Muslims, Jews, Hindus, Humanists or Atheist**

	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>
	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support faith communities although not for promoting religion but for community activities		

**d) What type of impact will it have on people with disabilities, e.g. if information about Council Tax benefits are not made available in large print or alternative formats, access to such benefits might be denied to people with a visual impairment or learning disability.**

<b>Disability</b>	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>
<b>Visually impaired</b>	<input type="checkbox"/>	x <input type="checkbox"/>	<input type="checkbox"/>
Reason	Do not fund any organisations in this field – tend to be well resourced from national and public donations		
<b>Hearing impairment</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support organisations working with deaf and hearing impaired users		
<b>Physically disabled</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support organisations working with disabled people		
<b>Learning disability</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support organisations working with people with learning disabilities		
<b>Mental health problem</b>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reason	Support organisations working with people with mental health issues		

**e) Lesbian, gay men and bisexuals**

	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>
	<input type="checkbox"/>	x <input type="checkbox"/>	<input type="checkbox"/>
Reason	Not currently supporting any gay or lesbian groups		

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|----|---|--------------------------|-------------------------------------|-------------------------------------|
| 2. | <b>Considering the results of this initial screening, what is the relevance of this policy, service or project to Kingston's equality target groups? Also see high impact assessment criteria point 7 (c) of the EQIA Screening Guidance Notes, If a high impact is indicated you need to progress to a full EQIA</b> | Low                      | Me-<br>dium                         | High                                |
|    |   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 3. | <b>Does the policy, service or project have a negative impact on any of the equality target groups?</b><br>If so, you will need to proceed to a Full Equality Impact Assessment.  |                          | Yes                                 | No                                  |
|    |   |                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 4. | <b>Is progression to a full EQIA required?</b>  |                          | Yes                                 | No                                  |
|    |   |                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |

**Criteria for moving on to a full EQIA (if the answer is yes to any of the following questions a full EQIA is required)**

- **If the general impact of the policy is side and far reaching**
- **If any of our equality target groups are specifically impacted upon by the policy, service or project**
- **If a differential impact has been identified on the equality target groups**
- **Where a lack of information exists about whether Kingston's equality target groups have been differentially impacted upon**
- **If a negative impact on any of the equality target groups have been identified**

Please keep a copy on record to which the public could have full access. Also e-mail a copy to Johanna Renz, Equalities Advisor and to your Equality Directorate Lead.

Signed  
(EQIA  
Directorate  
Lead)

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Signed  
(Completing Officer)

\_\_\_\_\_

Date:

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## Equality Impact Assessment: Action Plan



Please list below any recommendations for action that you plan to take as a result of this EQIA  
Consideration to be given to:

- Ensuring that front-line staff regularly attend the Council's Race and Disability Awareness Training
- A complete re-think of the way in which the Service is publicised
- An agreement about future monitoring arrangements

Issue	Action Required	Lead Officer	Time-scale	Resource implications	Comments
Actively encourage applications from the Korean community	Make contact with Korean Residents Society and any other known community groups and assist to apply for grants for 2005/06	Gillian Pennington Voluntary Sector Unit	September -October 2004	None – part of Unit's role	Contact was made with KRS and the London Korean School – two applications were received and two grants awarded with conditions about financial information
Training in equalities issues	Training in equalities issues for Grants Panel members	Andrew Bessant/ Marie Gadsden	Before end of 2005	Part of members' training programme	
Ethnic monitoring	To ensure strategic funded organisations are carrying out ethnic monitoring of users to inform development of services/activities	Gillian Pennington	Autumn 2004	None – part of Unit's monitoring role	Raised with organisations at annual monitoring visits – follow up with guidance as part of the development of baseline performance indicators
Accessibility/promotion of grants	To review format of guidelines and other information; review publicity with a view to broadening if necessary	Gillian Pennington	Summer 2005	May be some costs associated with larger print or translation	For 2005/06, grants surgeries were held in all four neighbourhoods to allow access for harder to reach groups
Review Plan			September 2007		
