

Equality Impact Assessment Template (EqIA)

Section 1 - Data Checklist

When undertaking an EqIA for your policy or project, it is important that you take into consideration everything which is associated with the policy or project that is being assessed.

The checklist below is to help you sense check your policy or project before you move to Section 2.

| | | Yes/No | Please provide details |
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| 1 | Have there been any complaints data related to the policy or project you are looking to implement? | No | N/A |
| 2 | Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented? | Yes | Legal, Finance, and procurement teams have been consulted. |
| 3 | Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective? | No | N/A |
| 4 | Do you have any concerns regarding the implementation of this policy or project? <i>(i.e. Have you completed a self-assessment and action plan for the implementation of your policy or project?)</i> | No | The project extends and develops upon current framework which has successfully run for the last 4 years. |
| 5 | Does any accessible data regarding the area which your work will address identify any areas of | No | N/A |

| | | Yes/No | Please provide details |
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| | concern or potential problems which may impact on your policy or project? | | |
| 6 | Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an equality impact point of view? | Yes | Equality and proportionality are included in the project. |
| 7 | Are there any other issues that you think will be relevant? | No | N/A |

Section 2 - Your EqIA form

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| Directorate: Place | Your Service Area: Economy & Community | Team: NERT | Officer responsible for this assessment: Rick Smith | Date of assessment: 09.02.24 |
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| | Question | Please provide details |
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| 1 | What is the name of the policy or project that is being assessed? | Tree management Framework re-procurement |
| 2 | Is this a new or existing policy? | Existing framework being updated |
| 3 | Briefly describe the aim and purpose of this work. | To renew approval to procure, award and enter into a 4 year multi contractor Framework Agreement to undertake tree works throughout the district following the expiry in December 2024 of the current of 4 year framework agreement. |
| 4 | What are the associated objectives of this work? | Works on trees on council land holdings ensure: <ul style="list-style-type: none"> • Safe, resilient, robust tree stock • Increase biodiversity • Carbon sequestration • Improve public access, amenity and utility |
| 5 | Who is intended to benefit from this work and in what way? | The work will benefit all council landholdings where trees are present, and therefore all users of these landholdings. |
| 6 | What are the outcomes sought from this work? | <ul style="list-style-type: none"> • Access to open green space • Safe, resilient tree stock on council land holdings |
| 7 | What factors/forces could contribute or detract from the outcomes? | <ul style="list-style-type: none"> • Ineffective contract work • Budget issues |
| 8 | Who are the key individuals and organisations responsible for the implementation of this work? | <ul style="list-style-type: none"> • Principal Tree Officer WCC • Service Lead – Sustainability & Natural Environment WCC |

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| 9 | Who implements the policy or project and who or what is responsible for it? | NERT – management of council tree stock |
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| | | Please select your answer in bold . Please provide detail here. | | |
| 10a | Could the policy or project have the potential to affect individuals or communities on the basis of race differently in a negative way? | Y | N | |
| 10b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | | |
| 11a | Could the policy or project have the potential to affect individuals or communities on the basis of sex differently in a negative way? | Y | N | |
| 11b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | | |
| 12a | <p>Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?</p> <p><i>you may wish to consider:</i></p> <ul style="list-style-type: none"> • <i>Physical access</i> • <i>Format of information</i> • <i>Time of interview or consultation event</i> • <i>Personal assistance</i> • <i>Interpreter</i> • <i>Induction loop system</i> • <i>Independent living equipment</i> • <i>Content of interview)</i> | Y | N | |

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| 12b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 13a | Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation differently in a negative way? | Y | N |
| 13b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 14a | Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way? | Y | N |
| 14b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 15a | Could the policy or project have the potential to affect individuals or communities on the basis of religious belief differently in a negative way? | Y | N |
| 15b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 16a | Could this policy or project have the potential to affect individuals on the basis of gender reassignment differently in a negative way? | Y | N |
| 16b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 17a | Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership differently in a negative way? | Y | N |
| 17b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |
| 18a | Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity differently in a negative way? | Y | N |
| 18b | What existing evidence (either presumed or otherwise) do you have for this? | Fair and transparent procurement system in line with Public Contract regulations 2015. | |

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| 19 | Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics? | Y | N | |
| 20 | Can this negative impact be justified on the grounds of promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic. | Y | N | Race: Sex: Disability: Sexual orientation: Age: Gender reassignment: Pregnancy and maternity: Marriage and civil partnership: Religious belief: |
| 21 | How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above? | N/A | | |
| 22 | Do any negative impacts that you have identified above impact on your service plan? | Y | N | |

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| Signed by completing officer |  |
| Signed by Service Lead or Corporate Head of Service | |