

Winchester City Council

Equality Impact Assessment Template (EIA)

Section 1 - Data Checklist

When undertaking an EIA 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
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	Information on grants awarded is made publicly available on the council website.
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	Officers within the communities team are involved in the set up and running of these annual programmes
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	No	Discussions take place with members, other council teams, and the wider the voluntary sector support as part of the delivery of this work.
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	This is an ongoing programme with dedicated resource to deliver.
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	No	Funding criteria are broad and enable support for a range of activity within Winchester Town.
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme	Yes	The Community grants team is experienced in developing grant funding programmes and the Funding and Development Officer

		Yes/No	Please provide details
	from an equality impact point of view?		is well informed on best practices in this area.
7	Are there any other issues that you think will be relevant?	No	

Section 2 - Your EIA form

Directorate: Economy and Community	Your Service Area: Community	Team: Community Grants	Officer responsible for this assessment: Jane Chuhan	Date of assessment: 17 October 2024
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	Question	Please provide details
1	What is the name of the policy or project that is being assessed?	Town Forum community grants
2	Is this a new or existing policy?	Existing
3	Briefly describe the aim and purpose of this work.	To support voluntary and not-for-profit groups and organisations in Winchester town wards that can clearly demonstrate how their services and projects help deliver a cohesive, sustainable, resilient community.
4	What are the associated objectives of this work?	Deliver an annual small grants / project grants programme for the financial years 2024/25 and 2025/26 to support outcomes from the Town Vision.
5	Who is intended to benefit from this work and in what way?	The grants are awarded for work that brings community benefit, in particular inclusion, wellbeing and environmental outcomes and all communities may benefit, but in particular those who are most vulnerable.
6	What are the outcomes sought from this work?	A vibrant voluntary sector that support communities in Winchester town wards
7	What factors/forces could contribute or detract from the outcomes?	Budgets are reducing by £10,000 per year. Town Forum priorities change. Organisations do not take up the opportunity of applying for a grant.
8	Who are the key individuals and organisations responsible for the implementation of this work?	Community Grants Team
9	Who implements the policy or project and who or what is responsible for it?	Communities Team, Corporate Head of Economy and Community has delegated authority for programme, Cabinet Member for Community and

		Engagement, Winchester Town Forum (Town Vision) informal group
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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	People who don't speak English (or for whom English is not their first language) may have difficulty accessing funding.
10b	What existing evidence (either presumed or otherwise) do you have for this?	<ul style="list-style-type: none"> Census data from 2021 showed that 3.4% of the district population did not speak English as a first language. 		
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	With regard to the proposed reductions in grant funding, there is no indication that there would be disproportionate impacts on individuals with this protected characteristic.
11b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
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	A proportion of grant-funded projects and the core funding to Citizens Advice Winchester specifically support individuals with this protected characteristic, who could be impacted if funding is reduced which in turn could cause a reduction in the support available and or experience an increase in the length of time that they will be seen.
12b	What existing evidence (either presumed or otherwise) do you have for this?	Approximately 50% of Citizens Advice's clients have a disability or long-term health condition.		

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	With regard to the proposed reductions in grant funding, there is no indication that there would be disproportionate impacts on individuals with this protected characteristic.
13b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
14a	Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way?	Y	N	A proportion of grant-funded projects and the core funding to Citizens Advice Winchester specifically support individuals with this protected characteristic, who could be impacted with the reduction in the support available and or experience increases in the length of time that they will be seen.
14b	What existing evidence (either presumed or otherwise) do you have for this?	20% of Citizens Advice's clients are aged 65 years and older.		
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	With regard to the proposed reductions in grant funding, there is no indication that there would be disproportionate impacts on individuals with this protected characteristic.
15b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
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	With regard to the proposed reductions in grant funding, there is no indication that there would be disproportionate impacts on individuals with this protected characteristic.
16b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
17a	Could this policy or project have the potential to affect individuals on the basis	Y	N	With regard to the proposed reductions in grant funding, there is no indication that there would

	of marriage and civil partnership differently in a negative way?			be disproportionate impacts on individuals with this protected characteristic.
17b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
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	With regard to the proposed reductions in grant funding, there is no indication that there would be disproportionate impacts on individuals with this protected characteristic.
18b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
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	There is potential for the change to discriminate in the following ways: <ul style="list-style-type: none"> Inability of people who don't speak English (or for whom English is not their first language) to understand the changes.
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?	Access to information on the grants scheme is made in a variety of formats to ensure accessibility. <p>Applicants are asked to explain how they ensure their activities and services are open and inclusive when they apply for a grant.</p> <p>Successful grant holders are required to report back through an end of grant report.</p>		

		<p>Information about community grants is published on the council website and people are encouraged to contact the team if they require assistance in making an application. Contact details are provided. The grants team support applicants for whom the online application process may be a barrier, by making the application on their behalf.</p> <p>A new EDI collection tool in the grant management system is being implemented to collect information on applicants.</p>		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	

Signed by completing officer	Jane Chuhan, Funding and Development Officer
Signed by Service Lead or Corporate Head of Service	Steve Lincoln, Service Lead: Community & Wellbeing