



People Impact Assessment (PIA)

Policy / Project / Function					Review Due Date*		
Date of Analysis					Review Completed Date		
Analysis Rating: please tick 1 box ✓ (The analysis rating is identified after the analysis has been completed – See Completion Notes).	RED		AMBER		GREEN	✓	Proportionate means achieving a legitimate aim/can be objectively justified.
Please list methods used to analyse impact on people (e.g. consultations forums, meetings, data collection)							
Please list any other policies that are related to or referred to as part of this analysis							
Please list the groups of people potentially affected by this proposal. (e.g. applicants, employees, customers, service users, members of the public)							
What are the aims and intended effects of this proposal (policy/strategy/alignment of procedure(s)/new procedure/proposal/option/decision)?							
Is any Equality Data available relating to the use or implementation of this proposal (policy/strategy/alignment of procedure(s)/new procedure/proposal/ option/decision)? Please Tick ✓ (See Completion notes)							
YES: NO:							
List any Consultations e.g. with employees, service users, Unions or members of the public that has taken place in the development or implementation of this proposal (policy/strategy/alignment of procedure(s)/new procedure/proposal/option/decision)?							
Financial Analysis If applicable, state any relevant cost implications (e.g. expenses, returns or savings) as a direct result of the implementation of this policy, project, or function.							
Costs (£) n/a				Projected Returns £ n/a			
Implementation £ n/a				Projected Savings £ n/a			
How does this policy/strategy/alignment of procedure(s)/new procedure/proposal/ option/decision meet the Public-Sector Equality Duty? If you are unsure, please contact the Diversity & Inclusion Team directly to discuss any issues you may have.							
<i>The Equality Act says public authorities should think about the need to:</i> • Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act. • Advance equality of opportunity between people who share a protected characteristic and those who do not. • Foster good relations between people who share a protected characteristic and those who do not.							

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What impact will the implementation of this proposal have on people who share characteristics protected by <i>The Equality Act 2010</i> ? ✓ (See Completion notes)				
Protected Characteristic:	Neutral Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification if determining proportionate means of achieving legitimate aims exists
Sex (Men and Women)				
Race (All Racial Groups)				
Disability (Mental, Physical, and Carers of Disabled people)				
Religion or Belief				
Sexual Orientation (Lesbian, Gay, Bisexual, and Straight)				
Pregnancy and Maternity				
Marital Status (Married and Civil Partnerships)				
Gender Reassignment (Includes non-binary)				
Age (People of all ages)				

What impact will the implementation of this proposal have on people who are impacted by and / or local factors that sit outside the Equality Act 2010 (non-legislative). Please consider any impact that the implementation of this proposal will have on our On-Call members of staff. Examples of other local factors include social economic factors (i.e. poverty and or isolation), caring responsibility, unemployment, homelessness, urbanisation, rurality, health inequalities any other disadvantage. ✓ (See Completion notes)				
Identified impact non-legislative factor.	Neutral Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification if determining proportionate means of achieving legitimate aims exists



This People Impact Analysis was completed by:

Action Plan Owner:		Commencement date:		Sign off date:	
As a result of performing this analysis, what actions are proposed to remove or reduce any negative impact of adverse outcomes identified on people (employees, applicants customers, members of the public etc) who share characteristics protected by <i>The Equality Act 2010</i> or are <i>non-legislative characteristics</i> ?					
Action Planning					
Identified Impact Protected Characteristic or local non-legislative factor	Recommended Actions	Responsible Lead	Completion Date	Review Date	



Completion Notes:	
Analysis Ratings:	The analysis rating is located at the top of the document so that if you have several impact assessments you will be able to determine priority impact status. To assure the analysis determines the rating, the rating should not be determined before the analysis has been completed. Red: As a result of performing this analysis, it is evident a risk of discrimination exists (direct, indirect, unintentional, or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics (and / or local non-legislative factors)</i>. In this instance, it is recommended that the use of the activity or policy be suspended until further work or analysis is performed. If it is considered this risk of discrimination (is <i>objectively justified</i>, and/or the use of this proposal (policy, activity, function) is a <i>proportionate means of achieving a legitimate aim</i>; this should be indicated and further professional advice taken. Amber: As a result of performing this analysis, it is evident a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document. Green: As a result of performing this analysis, no adverse effects on people who share Protected Characteristics <i>and / or local non-legislative factors</i> are identified - no further actions are recommended at this stage.
Equality Data:	Equality data is internal or external information that may indicate how the activity or policy being analysed can affect different groups of people who share the nine Protected Characteristics <i>and / or local non-legislative factors</i>. Examples of <i>Equality Data</i> include: (this list is not definitive) 1: Application success rates by <i>Equality Groups</i> 2: Complaints by <i>Equality Groups</i> 3: Service usage and withdrawal of services by <i>Equality Groups</i> 4: Grievances or decisions upheld and dismissed by <i>Equality Groups</i>
Legal Status:	This document is designed to assist organisations in “<i>Identifying and eliminating unlawful Discrimination, Harassment and Victimisation</i>” as required by <i>The Equality Act Public Sector Duty 2011</i>. The NFCC/FRSs may be keen to extend “due regard” to local/non-legislative factors such as social economic factors (i.e. poverty and or isolation), caring responsibility, unemployment, homelessness, urbanisation, rurality, health inequalities any other disadvantage. ✓ (See Completion notes). What impact will the implementation of this proposal have on people for which there is no legal requirement? (consider each local non-legislative factor separately). Doing this analysis may also identify opportunities to <i>foster good relations</i> and <i>advance opportunity</i> between those who share Protected Characteristics <i>and / or local non-legislative factors</i> and those that do not. <i>An EqIA is not legally binding and should not be used as a substitute for legal or other professional advice.</i>
Objective And/or Proportionate	Certain discrimination may be capable of being defensible if the determining reason is: (i) <i>objectively justified</i> (ii) <i>a proportionate means of achieving a legitimate aim</i> of the organisation For <i>objective justification</i>, the determining reason must be a real, objective consideration, and not in itself discriminatory. To be ‘<i>proportionate</i>’ there must be no alternative measures available that would meet the aim without too much difficulty that would avoid such a discriminatory effect. Where (i) and/or (ii) is identified it is recommended that professional (legal) advice is sought prior to completing an Equality Impact Analysis.