

## Equality Analysis Report

<p><b>Title of activity / Budget Proposal title and number</b> Community Governance Review of Cardington and Eastcotts Parishes</p>	<p><b>Committee meeting (decision maker) and date</b> Final recommendations determined by the Borough Council's General Purposes Committee on 27 June 2017, published and submitted to the Council meeting on 12 July 2017.</p>
<p><b>Service area</b> Governance and HR</p>	<p><b>Lead officer</b> Keith Simmons – Head of Democratic and Registration Services</p>
<p><b>Approved by</b> Barbara Morris Assistant Chief Executive (Governance &amp; Human Resources)</p>	<p><b>Date of approval</b></p>
<p><b>Description of activity:</b> Bedford Borough Council is the principal Council for the Borough of Bedford and is designated in law as the body to review community governance arrangements in its area. Community governance reviews provide the opportunity for principal councils to review and make changes to community governance within their area. Such reviews are often, although not exclusively, in circumstances such as where there have been changes in population, or in reaction to specific or local new issues. A community governance review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove any anomalous parish boundaries that exist.</p> <p>Cardington and Eastcotts Parishes have requested this review of community governance arrangements. The Parish Councils are recommending the transfer of an area of land from Cardington Parish to Eastcotts Parish, and the Borough Council is recommending a change in the number of Councillors representing the separate Parish Wards off Eastcotts Parish. The outcome of the recommendations (if approved) would see the transfer of land (as referred to previously) implemented and the number of Councillors for Eastcotts Parish amended to 13 representing Shortstown Parish Ward and two representing Cotton End Ward to reflect greater electoral equality and representation for residents in those areas (currently there are 10 councillors representing Shortstown Parish Ward and five representing Cotton End Parish Ward).</p>	

**Please refer to the Equality Analysis Template Notes for guidance on completing this form.**

## Relevance Test

1. The outcomes of the activity directly and significantly impact on people, e.g. service users, employees, voluntary and community sector groups.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2. The activity could / does affect one or more protected equality groups.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
3. The activity could / does affect protected equality groups differently.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
4. One or more protected equality groups could be disadvantaged, adversely affected or are at risk of discrimination as a result of the activity.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
5. The activity relates to an area where there are known inequalities.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
6. The activity sets out proposals for significant changes to services, policies etc. and / or significantly affects how services are delivered.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
7. The activity relates to one or more of the three aims of the Council's equality duty.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
8. The activity relates to the Council's Corporate Plan objectives, is a significant activity and / or presents a high risk to the Council's public reputation.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
9. An equality analysis of this activity is required.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
This activity has no relevance to Bedford Borough Council's duty to eliminate unlawful discrimination, harassment and victimisation; to advance equality of opportunity; and to foster good relations. An equality analysis is not needed.				<input type="checkbox"/>
<b>Explanation why equality analysis is not needed</b>				

## Scope of equality analysis

<b>Who is / will be impacted by the activity's aims and outcomes?</b>	Residents of the Parish are those directly affected by the impact of the potential changes to Governance arrangements. The proposal to transfer an area of land from one Parish Council to another will result in those who have a closer affiliation with that area having a greater say over its determination. Changes to the proportion of Councillors for the Parish Wards will provide greater electoral equality and representation for residents in those areas.
<b>Which particular protected equality groups are likely / will</b>	All protected groups that are resident in the Parish will be positively affected, as the transfer of the area will create a closer connection of that area to the appropriate community. Through the increase

be affected?	in number of councillors in the particular parish ward there provides the opportunity for the Parish Council to become more representative of the community.
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**Evidence, data, information and consultation**

<b>What evidence have you used to analyse the effects on equality?</b>	Current Electoral Registration data. The most recent parish profile does not provide separate data for the Parish Wards of Shortstown and Cotton End.
<b>What consultation did you carry out with protected equality groups to identify your activity's effect on equality?</b>	The consultation process for the Community Governance Review involved communicating to all households within the parish, therefore all of those protected groups would have been reached with their views sought and responses added to the analysis. A total of 145 consultation letters were issued in connection with the review for Cardington Parish and 1,686 for Eastcotts Parish that included a freepost response reply card inviting comments on the draft recommendations. 16 letters were also sent to interested parties and other stakeholders for both Cardington and Eastcotts Parishes. Residents could also respond via an online response channel, and by email. The consultation achieved an overall response rate of approximately 24.84% for Cardington and 17.50% for Eastcotts.
<b>What does this evidence tell you about the different protected groups?</b>	<p><b>1. Consultation data</b> This analysis has not been carried out as there was no provision in the consultation to request that information from consultees.</p> <p><b>2. Electoral Registration Data</b></p> <p><b>Age</b> Shortstown has a young age profile. Only 8.55% of the Parish are aged 65 years and over compared with 22.88% in Cotton End.</p> <p><b>Nationality</b> 11.07% of electors are of EU or Commonwealth nationality compared with 3.49% in Cotton End. Therefore by altering the number of Councillors for the Parish Wards this is an opportunity for the Council to reflect more proportionately the population of the area it represents.</p>

<b>What further research or data do you need to fill any gaps in your understanding of the potential or known effects of the activity?</b>	None
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**General Equality Duty**

<b>Which parts of the general equality duty is the activity relevant to?</b>			
	Eliminate discrimination, harassment and victimisation	Advance equality of opportunity	Foster good relations
Age		Altering the number of Councillors in the Parish Wards is an opportunity for the Parish Council to better reflect the population of the area it represents and encourage participation in public life from younger Parishioners.	
Disability			
Gender reassignment			
Pregnancy and maternity			
Race		Altering the number of Councillors is an opportunity for the Parish Council to better reflect the population of the area it represents and encourage participation in public life from ethnic minority Parishioners.	
Religion or belief			

Sex			
Sexual orientation			
Marriage & civil partnership			

**Impact on equality groups**

<b>Based on the evidence presented what positive and negative impact will your activity have on equality?</b>				
	Positive impact	Negative impact	No impact	Explanation
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The proposed changes mean that all residents of Eastcotts Parish who have a greater affiliation with the area to be transferred will have a greater say over its determination. By altering the number of parish council seats for the Parish Wards there is a greater opportunity for people from a range of ages to stand as a candidate at election and thus for the council to be more representative of the community. However, ensuring this as an outcome is outside of the scope of the review recommendation.
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The proposed changes mean that all residents of Eastcotts Parish who have a greater affiliation with the area to be transferred will have a greater say over its determination. By altering the number of parish council seats for the Parish Wards there is a greater opportunity for those from ethnic minority groups to stand as a candidate at election and thus for the council to be more representative of the community. However, ensuring this as an outcome is outside of the scope of the review recommendation.

Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other relevant groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Commissioned services**

<b>What equality measures will be included in Contracts to help meet the three aims of the general equality duty?</b>	None
<b>What steps will be taken throughout the commissioning cycle to meet the different needs of protected equality groups?</b>	None

**Actions**

	What will be done?	By who?	By when?	What will be the outcome?
<b>Actions to lessen negative impact</b>	None			
<b>Actions to increase positive impact</b>	None			

<b>Actions to develop equality evidence, information and data</b>	None			
<b>Actions to improve equality in procurement / commissioning</b>	None			
<b>Other relevant actions</b>	None			

### Recommendation

<b>No major change required</b>	<input checked="" type="checkbox"/>	The recommendations of the Community Governance Review of Cardington and Eastcotts Parishes will have a neutral impact on equality.
<b>Adjustments required</b>	<input type="checkbox"/>	
<b>Justification to continue the activity</b>	<input type="checkbox"/>	
<b>Stop the activity</b>	<input type="checkbox"/>	

### Summary of analysis

<p>In preparing this report, due consideration has been given to the Borough Council's statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010.</p> <p>A Community Governance Review seeks to secure community governance that reflects the identities and interests of the community in the area and is effective and convenient. The proposals to transfer the area of land referenced from one Parish to the other means that those who have a closer affiliation with that area have a greater say over its determination. Changes to the proportion of Councillors for the Parish Wards will provide greater electoral equality and representation for residents in those areas. Whilst this opportunity brings the potential for Eastcotts Parish to better reflect more proportionately the population of the area it represents, activities required to ensure this as an outcome are outside of the scope of this review. There is no negative impact identified resulting from this Review. The recommendations of the Community Governance Review of Cardington and Eastcotts Parishes will have a neutral impact on equality.</p>
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### Monitoring and review

<b>Monitoring and review</b> Government guidance suggests that it is good practice to conduct a Community Governance Review every 10-15 years.	<b>Review date</b>
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