

Cambridge City Council Equality Impact Assessment



Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from David Kidston, Strategy and Partnerships Manager on 01223 457043 or email david.kidston@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Electoral Services - Registration

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

To assess access to voter registration for customers, specifically the impact of the introduction of Individual Electoral Registration (IER).

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- Residents
- Visitors
- Staff

A specific client group or groups (please state):
Residents who are eligible to register to vote.

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
- Revised
- Existing

5. Responsible directorate and service

Directorate: Chief Executive's

Service: Democratic Services (Electoral)

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

No

Yes (please give details):

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people)

Rising 18's (16 & 17 year olds) who are entitled to register in advance of their 18th birthday and young people/students as the 18-24 age group is traditionally under-registered and disengaged with democracy.

NEGATIVE impact: The change to an individual application, rather than one made by the 'head of household', will mean that this age group are less likely to register as they are potentially less engaged with politics and democracy. The changes to the registration application process require the supply of information, such as a national insurance number, which is not readily available to students and young people. This may cause some to be dissuaded from registering.

POSITIVE impact: The introduction of an online application facility provides for greater interaction with this age group who are more likely to use this facility. A large amount of engagement work has been funded to engage, educate and enrol this particular group of traditionally under-registered residents.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

POSITIVE impact: Changes to the registration application process now mean that applications can be made online, by telephone or in person. This allows a range of options for those with a disability that may have previously prevented them from making a paper application and providing a signature.

(c) Gender

No known impact.

(d) Pregnancy and maternity

No known impact.

(e) Transgender (including gender re-assignment)

No known impact.

(f) Marriage and Civil Partnership

No known impact.

(g) Race or Ethnicity

NEGATIVE impact: BME groups have been identified as traditionally under-registered. Engagement work is funded in order to engage, educate and enrol this group and ensure these messages are getting across in certain communities.

POSITIVE impact: Explanatory material are available in several formats, including other languages. The online application facility means translation services are readily available.

(h) Religion or Belief

No known impact.

(i) Sexual Orientation

No known impact.

(j) Other factor that may lead to inequality (please state):

8. If you have any additional comments please add them here

Voter registration is heavily legislated as well as held under scrutiny by the Electoral Commission. In general such regulations and guidance are intended to promote equal access to registration.

The introduction of IER has had the above impacts across the country and these issues are not exclusive to Cambridge. We have been working closely with the Electoral Commission and the Cabinet Office to make changes which will have a more positive impact.

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to David Kidston, Strategy and Partnerships Manager, who will arrange for it to be published on the City Council's website. Email david.kidston@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: Vicky Breeding, Electoral Services Manager

Names and job titles of other assessment team members and people consulted:

Date of completion: 6 August 2015

Date of next review of the assessment: August 2016

Action Plan

Equality Impact Assessment title:

Date of completion: 6 August 2015

Equality Group	Age
Details of possible disadvantage or negative impact	The 18-24 age groupd have been identified as less-likey to enage with registration and voting.
Action to be taken to address the disadvantage or negative impact	As part of the engagement strategy, we are committed to providing advice and support to these groups, via registration ddrives and interactive sessions.
Officer responsible for progressing the action	Vicky Breading / Emily Watts
Date action to be completed by	Ongoing.

Equality Group	Disability
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Gender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Pregnancy and Maternity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Transgender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Marriage and Civil Partnership
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Race or Ethnicity
Details of possible disadvantage or negative impact	BME groups have been identified as less-likely to register to vote.
Action to be taken to address the disadvantage or negative impact	Provision of support and information to community groups as part of the wider engagement strategy.
Officer responsible for progressing the action	Vicky Breeding / Emily Watts
Date action to be completed by	Ongoing.

Equality Group	Religion or Belief
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Sexual Orientation
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Other factors that may lead to inequality	
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	