

Equality Impact Assessment – Public meetings

Initial screening tool

Person responsible for initial screening	Adrienne Hunt
Date of initial screening	23/07/09
Name of policy/practice	Public meetings
Is the policy/practice new, changing or existing	Existing

<p>What are the main aims, purpose and outcomes of the policy/practice?</p> <ul style="list-style-type: none"> • To demonstrate a commitment to engagement and openness • To inform people in more detail about UK Biobank and the EGC's work • To receive feedback from people regarding the project in order to inform the Council's advice to UK Biobank • To receive feedback from people regarding the EGC in order to inform the Council's own work practice and programme.
<p>Which groups may benefit positively from the policy/practice? (list what evidence, if any, supports this)</p> <p>No particular target group is likely to benefit positively specifically on the basis of the nature of the group. However, other groups can be identified that may or may not include individuals from the target groups:</p> <ol style="list-style-type: none"> 1. Those individuals who are interested in learning more about the project and the EGC and who live within a reasonable distance of the public meeting location. This might include UK Biobank participants and other stakeholders (including interested members of the public both broadly and specifically academics, policy makers, research ethics committee members etc). 2. If the views expressed by attendees at the public meetings are considered to be shared with UK Biobank participants more broadly (e.g. data security concerns), there may be a broader benefit to participants given that the expressed views directly inform the EGC's work programme. <p>Public meeting attendees are invited to fill in feedback forms about the event. These are frequently very positive in terms of both the information provided at the meeting and in terms of attendees having an opportunity to voice their thoughts and/or concerns.</p>
<p>Which groups may be impacted negatively or adversely by the policy/practice? What is the nature of this impact? (list what evidence, if any, supports this)</p> <p>A lack of positive impact, or possibly a low negative impact, may be found in the following circumstances (no evidence exists for the below being an actual adverse impact):</p> <ol style="list-style-type: none"> 1. Members of the public who do not speak English (the meeting is conducted in English). 2. Members of the public who do not live within a reasonable distance of the public meeting location. (The Council generally holds one public meeting per year and has held five meetings to date (London, Manchester, Oxford, Edinburgh, Cardiff).) 3. Members of the public who are unable to attend due to the cost of travelling to the venue. 4. Members of the public who are not reached through the marketing campaign. (Each event is marketed through a range of methods including local newspaper, local radio, local events websites, local Universities and hard copy invites sent to assessment centres, GP practices, libraries, community centres and secondary schools.)

Summary of assessed relevance of the policy include reasoning (state if it is high, medium or low for each of the equality areas)

Impact	low	medium	high	Reasoning
Race Equality	✓			Point 1) may apply for some people within this equality target group.
Disability Equality	✓			Only venues with full disabled access are chosen for the meetings. Attendees are asked to highlight special requirements on their registration form so that these can be addressed ahead of the meeting.
Sex/Gender Equality	✓			No adverse impact identified
Age Equality	✓			No adverse impact identified
Religion/Faith Equality	✓			No adverse impact identified
Sexual Orientation Equality	✓			No adverse impact identified
Socio-economic Equality	✓			Point 3) may apply for some people within this equality target group. The meeting venue is chosen specifically on the basis of being a central city centre location in the hope of promoting accessibility.

If a medium or high negative or adverse impact is identified in the screening assessment a full equality impact assessment should be conducted.

A full equality impact assessment is ~~is~~ not required. (delete as appropriate)

Signature: Adrienne Hunt

Date: 23 July 2009

Screening and decision counter-signed by: Graeme Laurie

Date: 07 December 2009

Equality impact assessment tool

The assessment should be proportionate to the significance and coverage of the policy/practice.

Step 1. Background details

Person responsible for assessment	
Date of assessment	
Name of policy/practice	
Is it new, changing, existing	
What are the main aims, purpose and outcomes of the policy/practice?	

Step 2. Consider the evidence

What data (quantitative and qualitative) and other evidence is available? How reliable is it?
What does the data or evidence tell you about the different needs, impacts and outcomes for the target groups?
Identify any gaps in understanding of the potential or known impacts and describe what additional data or evidence is necessary in order to carry out a thorough assessment (e.g. through the commissioning of new research)?
Have any stakeholders been consulted (including individuals from target groups)? What were their views?
Are there any experts/stakeholders who can/should be approached to explore their view on the issue?
Are there any examples of existing good practice in this area?

Step 3. Assess impacts on basis of the evidence

How does/will the policy/practice affect different groups? Identify any potential for, or known, negative or adverse impact and identify the reasons for this impact.
What positive impact will the policy likely have?

Step 4. Improving policy/practice

What practical, proportionate changes to the policy/practice can and will be made to reduce or remove any negative or adverse impact and/or advance/promote equality?
Will these changes effect other areas of equality (i.e. a positive impact for one group resulting in a negative impact on a different group)?

Step 5. Summary of findings, actions and monitoring

Summarise the conclusions
Summarise the required action points
Provide details on how the impact and effectiveness of the revised/new policy/practice will be monitored (including timescales)

Step 6. Sign off

The EIA should be signed-off by the assessor and checked and signed by the delegated Council member.

Signature:

Date:

Assessment checked and counter-signed by:

Date: