

PROJECT-LEVEL ASSESSMENT TEMPLATE

A sample project-level assessment table is provided below, which follows EqIA principles to help to provide assurance that the duty has been appropriately discharged (and the outcomes recorded). Each box should be limited to around 250 words, and some may not be relevant (e.g. where there is no negative or mixed effect). The template can be completed for each project and submitted alongside the business case, as well as included in the summary document. Towns may make amendments to the template to reflect local circumstances or needs.

(Note, there is an alternative, long-form layout to this template in Appendix A, which you may find easier to complete. You might choose to use this version as a summary / comparison version.)

Name of project:	Crewe Youth Zone Cheshire East
Project objectives: (describe the project's aim as it relates to protected characteristics)	A high-quality new build facility that supports young people to develop new skills and socialise in a safe, positive and accessible environment

Consideration	Protected Characteristics (Part 1)				
	Age	Disability	Gender reassignment	Marriage and civil partnerships	Pregnancy and maternity
Baseline situation (describe only where different to the national average, or where otherwise relevant)					
Assessment text (summary of how the proposed project affects the protected characteristic)	This project stands to benefit younger people as that is the focus of this new facility. This is a positive effect. However, there is the possibility that older people who live in the vicinity of the new facility may be concerned about anti-social behaviour. This is a potential negative effect on this protected characteristic group. This could be mitigated via some early local community engagement and involvement of any older residents in the area.	This project is open to young people with disabilities and additional needs. The key issue here is access. This means physical access and the building being fully accessible and having a full Changing Places toilet facility. Good access also means good bus routes and close bus stops. Promotion of the service and methods of booking will also need to take into account people with sensory disabilities and learning disabilities. Easy read versions of any promotional materials will be built in. The mitigating action here could be to involve disability user groups and access experts in the planning	There is no clear evidence that this protected characteristic group could be disproportionately affected	There is no clear evidence that this protected characteristic group could be disproportionately affected	There is no clear evidence that this protected characteristic group could be disproportionately affected
Is the effect positive/negative/mixed? (add an explanation)	+VE / M / -VE	+VE / M / -VE	+VE / M / -VE	+VE / M / -VE	+VE / M / -VE
	Mixed	Potentially negative	N/A	N/A	N/A
If the effect is negative or mixed:					
Is the effect significant? (add an explanation)	Y	Y	Y / N	Y / N	Y / N
	Explained above	Explained above	N/A	N/A	N/A

Consideration	Protected Characteristics (Part 1)				
	Age	Disability	Gender reassignment	Marriage and civil partnerships	Pregnancy and maternity
What embedded mitigation does the project contain?	This noted potential mixed impact could be mitigated via some early local community engagement and involvement of any older residents in the area. This may not yet be embedded into the project plan – see below	All aspects of access, and transport for disabled young people will be embedded in project plans	N/A	N/A	N/A
What residual significant effects remain?	Without the above recommended action there is the potential for a residual negative impact	None likely			
Is there an in-combination effect across multiple protected characteristics (across both Part 1 and Part 2 of the assessment table)? <i>(e.g. the proposed project has minor effects across several protected characteristics which, when considered together, have a more significant impact)</i>	There are no clear combination effects				
What action is required? Who will be accountable for it? <i>(this could include further mitigation measures or re-prioritisation of projects)</i>	Early local community engagement and involvement of any older residents in the area	As long as all aspects of access are built into the planning process then no mitigating actions should be needed. It is however recommended that once the provision is up and running that access audits are completed by disabled people and the results fed back	N/A	N/A	N/A

Consideration	Protected Characteristics (Part 2)				
	Race	Religion or belief	Sex	Sexual orientation	'Family Test' (if used)
Baseline situation <i>(describe only where different to the national average, or where otherwise relevant)</i>					
Assessment text <i>(summary of how the proposed project affects the protected characteristic)</i>	There is a substantial Polish population in Crewe. It is anticipated that multilingual promotion would be advantageous. Cheshire East are also supporting the national Afghan citizens resettlement scheme and all cultures will be encouraged and supported to access the centre. Community Support Officers are well placed to ensure all cultures are supported to access services. In the new Youth Zone.	Some ethnic groups require strict segregation of males/females – for instance the potential need for one sex swimming classes. These aspects will be built into the service offer specification to mitigate this risk	The take-up of organised sports activity amongst females is known to be lower than males. To mitigate this particular attention will be paid to gender when designing and rolling out marketing and promotion	There is no clear evidence that this protected characteristic group could be disproportionately affected	
Is the effect positive/negative/mixed? <i>(add an explanation)</i>	-VE	-VE	-VE	+VE / M / -VE	+VE / M / -VE
	Potential negative impact	Potential negative impact	Potential negative impact		

Consideration	Protected Characteristics (Part 2)				
	Race	Religion or belief	Sex	Sexual orientation	'Family Test' (if used)
If the effect is negative or mixed:					
Is the effect significant? <i>(add an explanation)</i>	N	N	N	N	Y / N
	See above	See above	See above	N/A	
What embedded mitigation does the project contain?	It is recommended that multilingual promotion would be advantageous. Community Support Officers will also provide support and ensure any new cultural settlers / refugees are provided with culturally sensitive access to services.	These aspects will be built into the provision specification to mitigate this risk			
What residual significant effects remain?	None if the above mitigating actions are taken	None if the above mitigating actions are taken	None if the above mitigating actions are taken		
Is there an in-combination effect across multiple protected characteristics (across both Part 1 and Part 2 of the assessment table)? <i>(e.g. the proposed project has minor effects across several protected characteristics which, when considered together, have a more significant impact)</i>	There are no clear combination effects				
What action is required? Who will be accountable for it? <i>(this could include further mitigation measures or re-prioritisation of projects)</i>	Multilingual promotion and sensitive approaches regarding refugee families new to the area. The Charity and OnSide will be accountable for this.	These aspects will be built into the provision specification to mitigate this risk	Attention will be paid to gender when designing and rolling out marketing and promotion		

SAMPLE PROGRAMME-LEVEL ASSESSMENT TEMPLATE

Following project-level assessment, a programme-level assessment should be undertaken which considers effects on the protected characteristics across the whole portfolio of projects. A sample programme-level assessment table is provided below, to be submitted alongside the business case and included in the summary document. It is suggested that the overall assessment should be around 500 words across the assessment, although this will depend on the issues arising. As above, Towns may make amendments to the template to reflect local circumstances etc.

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[Town name] Programme Level Public Sector Equality Duty (PSED) Assessment	
Consideration	Response
Summary of the main findings of project-level assessments undertaken:	<p>Early engagement with a range of stakeholders is crucial for a project of the nature of Crewe Youth Zone, especially when there is such a range of important projects to regenerate Crewe town centre. Over the last six months meetings have taken place to engage with the following stakeholders:</p> <ul style="list-style-type: none"> - Children and young people - Crewe Town Council - Crewe Town Board - Crewe ward members and other lead members - Various partners and leads for related Crewe regeneration projects - Council planners, transport and highways colleagues. <p>The views of young people are included in the specification.</p> <p>Although the following consultation results are not specific to Cheshire East they are very reflective of the service that will be mobilised in Cheshire East. This provides strong evidence of comprehensive consultation:</p> <p>The latest OnSide Network – Ambition and Impact report published in February 2021 provides a vast array of outstanding evidence, case studies and quotes from young people. The impacts for young people cover personal development, health and wellbeing improvements, improved school attendance and reductions in crime and anti-social behaviour by Youth Zone members. The following provides an extract from the Ambition and Impact report:</p> <ul style="list-style-type: none"> - 100% of stakeholders said that the Youth Zones provided a safe place for young people to have fun and grow - 66% of young people thought they were better at bouncing back from setbacks and disappointments - 73% feel happier about their lives (89% for those on free school meals) - 70% of members believe that they are more healthy physically - 78% of parents consider that the Youth Zone has had a positive impact on their child's life, a figure which rises to 95% amongst those whose children have been attending more than 2 years - 74% of young people aged 14 and over said they understand more about the dangers of smoking, drugs and alcohol - 78% say staff and volunteers at the Youth Zone encourage them to prepare for the future - 97% of stakeholders thought that their area was better since their Youth Zone opened.

[Town name] Programme Level Public Sector Equality Duty (PSED) Assessment	
Consideration	Response
Is there an additional cumulative impact at the programme level? <i>(e.g. whether the combined impact of more than one project on protected characteristic(s) has a different or more significant effect than when considered on a project-by-project basis)</i>	This Equality Impact Assessment is specific to this Crewe Youth Zone project and so there is no cumulative issue envisaged.
Are there any other impacts of the Towns Fund programme which are not included elsewhere in the PSED assessment?	This Equality Impact Assessment is specific to this Crewe Youth Zone project.

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[Town name] Programme Level Public Sector Equality Duty (PSED) Assessment	
Consideration	Response
What actions (if any) have arisen from the assessment?	<p>The major impact of the Crewe Youth Zone is overwhelmingly positive for the target group of young people.</p> <p>There are some minor recommendations set out in the earlier sections and summarised below:</p> <p>Age: Early consultation with older people in the vicinity</p> <p>Disability: All aspect of access for disabled people to be built into planning and the use of service used access audit groups to test out effectiveness when the provision has opened</p> <p>Race: Multilingual promotion, cultural awareness and sensitivity</p> <p>Religion: Awareness and sensitivity built into planning</p> <p>Sex: Attention will be paid to gender when designing and rolling out marketing and promotion. This is because the take up of females into these kind of services tend to be lower.</p> <p>As well as the above protected characteristics there may be a need to assess impacts on two other user groups namely carers and socio-economic groups. For example:</p> <ul style="list-style-type: none"> • Some young people may not be able to attend for early evening or early morning sessions if they have caring roles back at home, In these cases the young person would be encouraged to be referred to the Carers Hub. There could be potential for respite care to be arranged allowing inclusion for the young carer. • Some young people from a home setting where there is poverty/ border line poverty, may not have the resources to fund bus fares when needed to get to the new service. Consideration could be given to a young persons' "Ride to the Youth Zone" mini bus with a scheduled route pick up and drop off for young people with the relevant Youth Zone membership card.