

**Equality Impact Assessment (EIA) Report Form**

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

**Please refer to the ‘Equality Impact Assessment Guidance’ while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.**

<b>Where do you work?</b>
Service Area: Glamorgan Further Education Trust Fund
Directorate: Education Leisure and Life Long Learning

**(a) This EIA is being completed for a...**

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**(b) Please name and describe below...**

Since Local government reorganisation, responsibility for the administration of the Trust Fund has fallen to Neath Port Talbot CBC.

**(c) It was initially screened for relevance to Equality and Diversity on 21/10/2019**

**(d) It was found to be relevant to...**

Age .....	<input checked="" type="checkbox"/>	Race.....	<input type="checkbox"/>
Disability .....	<input type="checkbox"/>	Religion or belief .....	<input type="checkbox"/>
Gender reassignment .....	<input type="checkbox"/>	Sex.....	<input type="checkbox"/>
Marriage & civil partnership .....	<input type="checkbox"/>	Sexual orientation .....	<input type="checkbox"/>
Pregnancy and maternity.....	<input type="checkbox"/>	Welsh language .....	<input type="checkbox"/>

**(e) Lead Officer**

**Name:** Helen Lewis

**Job title:-** Senior Awards Officer

**Date:** 23/10/2019

**(f) Approved by Head of Service**

**Name:** Mr Andrew Thomas

**Date:** 23/10/2019

## **Section 1 – Aims (See guidance):**

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project:

**What are the aims?** The Fund is intended to benefit:

- (i) pupils who have for not less than two years at any time attended a County Secondary School in the area of the former Administrative County of Glamorgan or Howell's Glamorgan County School, Cardiff, providing that candidates who have attended Howell's Glamorgan County School have been resident for not less than two years while a pupil at the school, in the former Administrative County of Glamorgan;
- (ii) girl pupils who, in addition, have for not than two years at any time attended any maintained Primary School in the Parishes of Llantrisant, Pontypridd, Pentyrch, Llanfabon, Llantwit Fardre, Eglwysilan and former Ynysybwl Ward of the former Mountain Ash Urban District with a preference for such girls who while in attendance at any such school were resident in the Parish of Eglwysilan.

The Fund is to be applied with the following objects in the case of pupils falling within categories (i) and (ii) above.

- a) Grants tenable at any educational institution for teachers, university or other institution of further (including professional and technical) education, approved by the Council, to be awarded under rules made by the Council, including rules as to the value and period of tenure of the exhibitions, and the qualifications and method of ascertainment and selection of candidates;

And with the following additional objects in the case of pupils falling within category (i) above only:-

- b) Financial assistance, outfits, clothing, tools, instruments or books to enable beneficiaries on leaving school, university or other educational establishments, to prepare for, or to assist their entry into a profession, trade or calling.

**Who has responsibility?** Director of Education, Leisure and Life Long Learning, The Head of Transformation and the School Admission Officer.

**Who are the stakeholders?** Pupils and Parents who wish their child to attend a community school within Neath Port Talbot CBC, with consideration being given to staff and the schools.

## Section 2 - Information about Service Users (See guidance):

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age .....	<input checked="" type="checkbox"/>	Race.....	<input type="checkbox"/>
Disability .....	<input type="checkbox"/>	Religion or belief .....	<input type="checkbox"/>
Gender reassignment .....	<input type="checkbox"/>	Sex.....	<input type="checkbox"/>
Marriage & civil partnership .....	<input type="checkbox"/>	Sexual orientation .....	<input type="checkbox"/>
Pregnancy and maternity.....	<input type="checkbox"/>	Welsh language .....	<input type="checkbox"/>











**What information do you know about your service users and how is this information collected? Information is provided via the application form.**

### Any Actions Required?

n/a

## Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	 <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Thinking about your answers above, please explain in detail why this is the case including details of any consultation (and/or other information) which has been undertaken to support your view**

An applicant's religion or faith is not applicable to the application.

An applicant's sexual orientation is not applicable to the application.

There is no impact on the Welsh Language.

**What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view?**

N/A

**Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)**

To monitor the administration of the Trust Fund against protected groups.

## **Section 4 - Other Impacts:**

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

<b>Foster good relations between different groups</b>	<b>Advance equality of opportunity between different groups</b>
<b>Elimination of discrimination, harassment and victimisation</b>	<b>Reduction of social exclusion and poverty</b>

**(Please see guidance for definitions)**

**Please explain any possible impact on each of the above.**

Neath Port Talbot County Borough Council administers the Trust Fund and allocates monies to applicants in accordance with the aims and objects of the Trust Fund.

**What work have you already done to improve any of the above?**

Introduction of online applications.

**Is the initiative likely to impact on Community Cohesion?**

**How will the initiative treat the Welsh language in the same way as the English language?**

Applicants can apply in either Welsh or English.

**Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

To monitor the oversubscription and other admission criterion against protected groups.

## **Section 5 – Post Consultation**

Please explain the impact of the consultation process on the issues stated above.

## Section 6 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this function, service, policy, procedure, strategy, plan or project:

**Monitoring arrangements:** To be reviewed on an annual basis

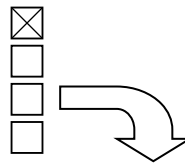
**Actions:**

To monitor the oversubscription and other admission criterion against protected groups.

## Section 7 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

## Section 8 - Publication arrangements:

On completion, please contact the Corporate Strategy Team for advice on the legal requirement to publish the findings of EIAs.

The policy relating to Admission to community school in Neath Port Talbot requires an equality impact assessment as part of the publication process.

## Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
To provide a report to Cabinet (Finance) Sub Committee to seek approval for the allocation of monies.	Helen Lewis	By 30 <sup>th</sup> November 2019	Applicants will be allocated monies.	
To place notice in local newspaper.	Helen Lewis	April 2020	Details of Trust Fund published in Local Newspaper.	