

**Equality Impact Assessment
Level One
Initial Screening**

Service Area...Cemeteries x 3 , Crematorium.....

Title of policy, procedure, strategy, function or working practice:

.....

1. What are the aims, objectives and intended outcomes of the proposed policy, procedure, strategy, function or working practice to be assessed?

To provide a high quality, accessible service within financial constraints to meet the needs of all users fairly equitably and consistently.

To listen and take account of stakeholders views

To treat people professionally courteously and with respect.

To ensure that our staff are valued and that we promote equal opportunity and good working relations eliminating discrimination and harassment.

2. Who is intended to benefit from the policy, procedure, strategy, function or working practice and in what way? Think about who will benefit and how. This will prompt thoughts on who will not benefit and whether this can be justified.

All who work within and use the service.

3. Is there any evidence of impact on people on the grounds of Race, Religion, Gender, Disability, Sexual orientation and age as a result of this policy, procedure, strategy, function or working practice. If there is positive or negative impact then please indicate the levels.

a. Race

Impact : Positive	<input checked="" type="checkbox"/>	Negative	<input type="checkbox"/>	Neutral	<input type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input checked="" type="checkbox"/>

b. Religion

Impact : Positive	<input checked="" type="checkbox"/>	Negative	<input checked="" type="checkbox"/>	Neutral	<input type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input checked="" type="checkbox"/>	Low	<input type="checkbox"/>

c. Gender

Impact : Positive	<input type="checkbox"/>	Negative	<input checked="" type="checkbox"/>	Neutral	<input type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input checked="" type="checkbox"/>

d. Disability

Impact : Positive	<input checked="" type="checkbox"/>	Negative	<input checked="" type="checkbox"/>	Neutral	<input type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input checked="" type="checkbox"/>	Low	<input type="checkbox"/>

e. Sexual Orientation

Impact : Positive	<input type="checkbox"/>	Negative	<input type="checkbox"/>	Neutral	<input checked="" type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input checked="" type="checkbox"/>

f. Age

Impact : Positive	<input type="checkbox"/>	Negative	<input type="checkbox"/>	Neutral	<input checked="" type="checkbox"/>
Level : High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input checked="" type="checkbox"/>

4. Has any positive/negative impacts been identified which cannot be justified?

~~YES~~ Need to proceed to stage 2 or 3
(go to question 5)

NO No need to proceed to stage 2 or 3
(go to question 7)

Race - Positive – where possible allow families to follow their customs and practices e.g. accept extremely large coffins from Gypsy community.

Religion -

Positive - Relax regulations for Muslim community.
a) Allow burial without 48 hour required notice, accept late paperwork
b) Allow mourners to backfill grave despite concerns over Health & Safety.
c) Provide a wooden structure to protect coffin from soil.
d) Allow placement of flowers over the lawn burial area at Eid and to leave side gates open to allow this before normal opening time.
e) To alter planned work schedules where possible to accommodate a burial. On occasions having to use Parks staff and on one occasion employ outside contractors to dig grave due to existing work pressures.
f) Allowed separate area for infant burial.

Negative - Unable to offer 365 day a year burials for financial reasons, would require staff on call permanently and burial numbers are so low that this is not justified.
Poor access to Roman Catholic plot circular access road not provided and drainage problems. 10 capital bids submitted and all refused.

Gender - Females especially the elderly feel nervous and vulnerable on their own in the cemetery. Staff presence during working week. Cost prohibitive to provide security 24/7.

Disability -

Negative Access to office difficult for wheelchairs no low counter area. Looked at when carrying out DDA work assessed that high cost not justified. Difficult for disabled to access some graves. Little can be done to overcome this.

Positive - We do try to provide near path side plots where possible and create access on day of funeral for wheelchairs where possible. Works have been carried out subsequent to DDA to improve access for disabled. e.g. additional disabled toilet facilities, handrails on stepped areas, disabled parking spaces, portable hearing loop.

5. Should the policy procedure proceed to stage 2 Partial impact assessment or stage 3 Full Impact Assessment?

STAGE 2
POSITIVE.



STAGE 3



