**Equality Impact Assessment (EqIA)**

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| **Name of Project** | Registrars fee review |  | **Cabinet meeting date**  ***If applicable*** | 9/2/16 |
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| **Service area responsible** | Registrars |  |  |  |
|  |  |  |  |  |
| **Name of completing officer** | Paul ORAM |  | **Date EqIA created** | 14/12/2015 |
|  |  |  |  |  |
| **Approved by Director / Assistant Director** |  |  | **Date of approval** |  |

**The Equality Act 2010** places a ‘**General Duty’** on all public bodies to have ‘**due regard’** to:

* **Eliminating discrimination, harassment and victimisation**
* **Advancing equality of opportunity**
* **Fostering good relations**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a ‘**Specific Duty’** to publish information about people affected by our policies and practices.

**All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.**

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

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| **Stage 1 – Names of those involved in preparing the EqIA** |  |
| 1. Project Lead Paul Oram | 5. |
| 1. Equalities / HR | 6. |
| 1. Legal Advisor (where necessary) | 7. |
| 1. Trade union | 8. |

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| **Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups** |
| Review fees for the Haringey Registration and Citizenship Service (Register Office). Some fees will be increased to bring them into line with fees charged at neighbouring boroughs. A number of fees will be reduced to increase access to services. The new fees will allow fees to reflect high demand and infrequent to exceptionally rare requests for services. The fees reflect the diversity of actual and possible demands on the services.  The Register Office serves a diverse range of customers consisting of both Haringey residents and people that live outside the borough. A number of customers do have protected characteristics including those of differing ages, disability status, gender, race, religion and sexual orientation.  The advent of equal marriage makes the service more accessible than ever to different groups. All weddings are offered on a non religious, civil basis. |

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| **Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment**  **Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the Council’s workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.** | |
| **Data Source (include link where published)** | **What does this data include?** |
| EqIA Profile on the website | Age, gender, ethnicity, disability information – for the Council and the Borough |
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| **Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment**  **This section to be completed where there is a change to the service provided** | |
| **Data Source (include link where published)** | **What does this data include?** |
| Data on customers booked in for appointments | Customer nationalities, genders, sexuality, age and occupations |
| Staff profile | Ethnicity, age and family status. |
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| **Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:**  **Positive and negative impacts identified will need to form part of your action plan.** | | | | |
|  | **Positive** | **Negative** | **Details** | **None – why?** |
| **Sex** |  |  |  | The fees charged are not gender specific. They do not impact on one gender more than another. Apart from same sex marriages and nationality all services are formed of both a male and a female customer. Impact is gender neutral. |
| **Gender Reassignment** |  |  |  | Equal marriage now means that a persons gender assignment does not act as a barrier to services with one exception. A same sex couple where one or both have gender reassignment surgery changing them into an opposite sex couple prevents the couple forming a Civil Partnership. The law does not allow the council to change this barrier. |
| **Age** |  |  |  | The service is accessible to people of all ages. Bookings data shows that all services are booked by people of diverse ages. |
| **Disability** |  |  |  | All facilities are fully accessible to people with disabilities. |
| **Race & Ethnicity** |  |  |  |  |
| **Sexual Orientation** | x | The new fees will provide access to the service. For example people can get married at times more suited to them. Some cultures prefer weddings later in the day. These changes will make the service more able to meet this need whilst maintaining supply at more regular times of day. |  | The service is open to people regardless of sexual orientation. The law prevents different sex couples from forming a Civil Partnership. Equal marriage law makes access to services better than ever regardless of customer sexual orientation. |
| **Religion or Belief (or No Belief)** |  |  |  |  |
| **Pregnancy & Maternity** | x | The service must be offered on a strictly non religious basis by law. Some cultures like to get a civil wedding done immediately before a religious ceremony. This is particularly true at approved premises. The new fees propose allowing people to get married over a 24 hour period. This will have the positive benefit of allowing people to have their civil ceremony closer to their religious ceremony. |  | The service will continue to offer birth declarations and same day appointments for people registering Haringey births. A good supply of Notice of Marriage and wedding slots will be maintained to allow people who are pregnant to get married prior to the babies arrival. The service is not increasing the fee for people who wish to naturlaise their children as British citizens. |
| **Marriage and Civil Partnership** | x | Yes – The new fees proposal introduces a number of new fees that will improve access to services and give customers more choice when getting married. Fee increasese are being set to make the service competitive with neighbouring authorities. |  |  |

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| **Stage 5b – For your employees and considering the above information, what impact will this proposal have on the following groups:**  **Positive and negative impacts identified will need to form part of your action plan.** | | | | |
|  | **Positive** | **Negative** | **Details** | **None – why?** |
| **Sex** |  | x | A large proportion of staff are female 7/10. There is a slight negative impact that conducting more out of hours weddings will impact on women with children. One out of the three men also has children and may find it harder to cover evening weddings. Most if not all staff with children have partners that with notice can look after the children. The service is recruiting more casuals to make covering out of hours weddings easier and reduce the possible burden on permanent staff. |  |
| **Gender Reassignment** |  |  |  | The service understands that no staff are under going or have undergone gender reassignment surgery |
| **Age** |  |  |  | All staff regardless of age are well trained and able to deliver services as proposed. |
| **Disability** |  |  |  | None – two members of staff have disabilities covered by the Disability Discrimination Act. None of these disabilities affect staffs mobility and ability to fulfil appointments and outside weddings. |
| **Race & Ethnicity** |  |  |  | The highest proportion of staff are Black African / Caribbean. Staff are able to offer appointments regardless of their race and ethnicity. |
| **Sexual Orientation** |  |  |  | The workforce reflects the profile of gay people in the community. Sexuality has no bearing on these proposals. |
| **Religion or Belief (or No Belief)** |  |  |  | Services are offered on a strictly non religious basis. Where staff cannot attend a wedding (for example because of attending church on a Sunday morning) other collegues are able to provide cover. An increasing number of casual registrars also makes covering weddings easier. |
| **Pregnancy & Maternity** |  |  |  | No staff are pregnant or maternity. Commonsense would be applied to providing cover were a staff member pregnant. |
| **Marriage and Civil Partnership** |  |  |  | Staff are given adequate notice of duties they need to cover. This allows them to arrange family commitments around work. |

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| **Stage 6 - Initial Impact analysis** | **Actions to mitigate, advance equality or fill gaps in information** |
| The changes are generally neutral. Increased provision of services outside of normal working hours may slightly impact on staff with children. Staff are given adequate notice of when they are needed. This allows them to plan.  There are some positive elements to the proposals. The new fees will ensure increased access to the service, parotcuurly for people that may wish to get married outside of normal hours. | The service is recruiting additional casual staff to ensure wedding cover and reduce the burden on permanent staff. Staff are given adequate notice to plan their schedules. |

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| **Stage 7 - Consultation and follow up data from actions set above** | |
| **Data Source (include link where published)** | **What does this data include?** |
| Referred to Equalities Team for review. |  |

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| **Stage 8 - Final impact analysis** |
| * All services are offered on a strictly non religious and secular basis * Fee increases will allow the service to remain competitive with that offered at nearby register offices * A range of fees are available to cater for everything from the smallest to the highest budget * A number of fees are being reduced to promote accessibility to services * What may appear to be some high fee increases are in fact the service bringing in services that there was no fee for before * New fees are being introduced to allow a bigger service offer to be given. Lack of a formal fee for events like evening weddings prevents these services from being added. By agreeing a fee the service will be able to offer these servces and benefit the community. * There could be some impact to staff with children if there is a wedding outside normal working hours to cover. The service is recruiting additional casuals and gives ample notice to staff needed to cover. This offsets reduces any possible impact. |

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| **Stage 9 - Equality Impact Assessment Review Log** | | | | |
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| Review approved by Director / Assistant Director |  |  | Date of review |  |
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| Review approved by Director / Assistant Director |  |  | Date of review |  |

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| **Stage 10 – Publication** |
| Ensure the completed EqIA is published in accordance with the Council’s policy. |