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| EQIA Submission Form  Information collected from the EQIA Submission |
| **EQIA Submission – ID Number**  **Section A** |
| **EQIA Title** |
| [Title] |
| **Responsible Officer** |
| [Q04\_ResponsibleOfficer] |
| **Approved by (Note: approval of this EqIA must be completed within the EqIA App)**  [Q05\_ResponsibleHeadOfService] |
| **Type of Activity** |
| **Service Change** |
| [Q07a\_ServiceChange] |
| **Service Redesign** |
| [Q07b\_ServiceRedesign] |
| **Project/Programme** |
| [Q07c\_ProjectProgramme] |
| **Commissioning/Procurement** |
| [Q07d\_CommissioningProcurement] |
| **Strategy/Policy** |
| [Q07e\_StrategyPolicy] |
| **Details of other Service Activity** |
| [Q07g\_OtherActivityDetails] |
| **Accountability and Responsibility** |
| **Directorate** |
| [Q02\_Directorate] |
| **Responsible Service** |
| [Q03\_ResponsibleService] |
| **Responsible Head of Service** |
| [Q05\_ResponsibleHeadOfService] |
| **Responsible Director** |
| [Q06\_ResponsibleDirector] |
| **Aims and Objectives** |
| [Q08\_AimsObjectives] |
| **Section B – Evidence** |
| **Do you have data related to the protected groups of the people impacted by this activity?** |
| [Q09\_DataProtectedGroupsImpacted] |
| **It is possible to get the data in a timely and cost effective way?** |
| [Q10DataTimelyCostEffectiveWay] |
| **Is there national evidence/data that you can use?** |
| [Q11\_DataNationalEvidence] |
| **Have you consulted with stakeholders?** |
| [Q12\_ConsultedWithStakeholders] |
| **Who have you involved, consulted and engaged with?** |
| [Q13\_WhoConsultedEngagedWith] |
| **Has there been a previous Equality Analysis (EQIA) in the last 3 years?** |
| [Q14\_PreviousEqualitiesLast3Years] |
| **Do you have evidence that can help you understand the potential impact of your activity?** |
| [Q15\_EvidenceOnPotentialImpact] |
| **Section C – Impact** |
| **Who may be impacted by the activity?** |
| **Service Users/clients** |
| [Q16a\_AreServiceUsersClientsImpacted] |
| **Staff** |
| [Q16c\_AreStaffImpacted] |
| **Residents/Communities/Citizens** |
| [Q16b\_AreResidentsCommunitiesCitizensImpacted] |
| **Are there any positive impacts for all or any of the protected groups as a result of the activity that you are doing?** |
| [PositiveImpactsYN] |
| **Details of Positive Impacts** |
| [Q17\_DetailsOfPositiveImpacts] |
| **Negative impacts and Mitigating Actions** |
| 19.Negative Impacts and Mitigating actions for Age |
| **Are there negative impacts for age?** |
| [Q19a\_AreThereNegativeImpactsAge] |
| **Details of negative impacts for Age** |
| [Q19b\_NegativeImpactsAgeDetail] |
| **Mitigating Actions for Age** |
| [Q19c\_MitigatingActionsAge] |
| **Responsible Officer for Mitigating Actions – Age** |
| [Q19d\_ResponsibleOfficerAge] |
| 20. Negative impacts and Mitigating actions for Disability |
| **Are there negative impacts for Disability?** |
| [Q20a\_AreThereNegativeImpactsDisability] |
| **Details of Negative Impacts for Disability** |
| [Q20b\_NegativeImpactsDisabilityDetail] |
| **Mitigating actions for Disability** |
| [Q20c\_MitigatingActionsDisability] |
| **Responsible Officer for Disability** |
| [Q20d\_ResponsibleOfficerDisability] |
| 21. Negative Impacts and Mitigating actions for Sex |
| **Are there negative impacts for Sex** |
| [Q21a\_AreThereNegativeImpactsSex] |
| **Details of negative impacts for Sex** |
| [Q21b\_NegativeImpactsSexDetail] |
| **Mitigating actions for Sex** |
| [Q21c\_MitigatingActionsSex] |
| **Responsible Officer for Sex** |
| [Q21d\_ResponsibleOfficerSex] |
| 22. Negative Impacts and Mitigating actions for Gender identity/transgender |
| **Are there negative impacts for Gender identity/transgender** |
| [Q22a\_AreThereNegativeImpactsGenderTransgender] |
| **Negative impacts for Gender identity/transgender** |
| [Q22b\_NegativeImpactsGenderTransgenderDetail] |
| **Mitigating actions for Gender identity/transgender** |
| [Q22c\_MitigatingActionsGenderTransgender] |
| **Responsible Officer for mitigating actions for Gender identity/transgender** |
| [Q22d\_ResponsibleOfficerGenderTransgender] |
| 23. Negative impacts and Mitigating actions for Race |
| **Are there negative impacts for Race** |
| [Q23a\_AreThereNegativeImpactsRace] |
| **Negative impacts for Race** |
| [Q23b\_NegativeImpactsRaceDetail] |
| **Mitigating actions for Race** |
| [Q23c\_MitigatingActionsRace] |
| **Responsible Officer for mitigating actions for Race** |
| [Q23d\_ResponsibleOfficerRace] |
| 24. Negative impacts and Mitigating actions for Religion and belief |
| **Are there negative impacts for Religion and belief** |
| [Q24a\_AreThereNegativeImpactsReligionBelief] |
| **Negative impacts for Religion and belief** |
| [Q24b\_NegativeImpactsReligionBelief] |
| **Mitigating actions for Religion and belief** |
| [Q24c\_MitigatingActionsReligionBelief] |
| **Responsible Officer for mitigating actions for Religion and Belief** |
| [Q24d\_ResponsibleOfficerReligionBelief] |
| 25. Negative impacts and Mitigating actions for Sexual Orientation |
| **Are there negative impacts for Sexual Orientation** |
| [Q25a\_AreThereNegativeImpactsSexualOrientation] |
| **Negative impacts for Sexual Orientation** |
| [Q25b\_NegativeImpactsSexualOrientationDetail] |
| **Mitigating actions for Sexual Orientation** |
| [Q25c\_MitigatingActionsSexualOrientation] |
| **Responsible Officer for mitigating actions for Sexual Orientation** |
| [Q25d\_ResponsibleOfficerSexualOrientation] |
| 26. Negative impacts and Mitigating actions for Pregnancy and Maternity |
| **Are there negative impacts for Pregnancy and Maternity** |
| [Q26a\_AreThereNegativeImpactsPregnancyMaternity] |
| **Negative impacts for Pregnancy and Maternity** |
| [Q26b\_NegativeImpactsPregnancyMaternityDetail] |
| **Mitigating actions for Pregnancy and Maternity** |
| [Q26c\_MitigatingActionsPregnancyMaternity] |
| **Responsible Officer for mitigating actions for Pregnancy and Maternity** |
| [Q26d\_ResponsibleOfficerPregnancyMaternity] |
| 27. Negative impacts and Mitigating actions for Marriage and Civil Partnerships |
| **Are there negative impacts for Marriage and Civil Partnerships** |
| [Q27a\_AreThereNegativeImpactsMarriageCivilPartnership] |
| **Negative impacts for Marriage and Civil Partnerships** |
| [Q27b\_NegativeImpactsMarriageCivilPartnershipsDetail] |
| **Mitigating actions for Marriage and Civil Partnerships** |
| [Q27c\_MitigatingActionsMarriageCivilPartnership] |
| **Responsible Officer for Marriage and Civil Partnerships** |
| [Q27d\_ResponsibleOfficerMarriageCivilPartnership] |
| 28. Negative impacts and Mitigating actions for Carer’s responsibilities |
| **Are there negative impacts for Carer’s responsibilities** |
| [Q28a\_AreThereNegativeImpactsCarersResponsibilities] |
| **Negative impacts for Carer’s responsibilities** |
| [Q28b\_NegativeImpactsCarersResponsibilitiesDetails] |
| **Mitigating actions for Carer’s responsibilities** |
| [Q28c\_MitigatingActionsCarersResponsibilities] |
| **Responsible Officer for Carer’s responsibilities** |
| [Q28d\_ResponsibleOfficerCarers] |