

Equalities Screening Record Form

Date of Screening: November 9, 2011	Directorate: Corporate Services	Section: Community Engagement and Equalities
1. Activity to be assessed	Neighbourhood Engagement Review Outcome At its meeting on 16 th December 2010, the Bracknell Forest Partnership agreed to conduct a review of the current processes and structures in place for its neighbourhood engagement work. A review was undertaken during between January and April 2011 and five options were put out to consultation between September 1 – November 4 2011. A significant majority of the responses to the public consultation supported Option 4, which was a Town and Parish Council/Elected members' model for neighbourhood engagement, the main elements of which are detailed in section 6 below. This assessment considers the impact of Option Four on our diverse communities in Bracknell Forest.	
2. What is the activity?	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input checked="" type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change	
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
4. Officer responsible for the screening	Fiona Heston and Abby Thomas	
5. Who are the members of the EIA team?	Abby Thomas, Fiona Heston	
6. What is the purpose of the activity?	<p>The main elements of option 4 of the Neighbourhood Engagement review include:</p> <ul style="list-style-type: none"> i) developing the capacity of Neighbourhood Action Groups and Extended Services Area Partnerships through 2011-12 to become independent and less reliant on Council and Police support; with the Council withdrawing support to NAGs by 2012-13. ii) encouraging the development of closer partnership working with the Town and Parish councils by these groups. This may include developing a more formal relationship with the Parish or Town Council e.g. NAGs or Extended Services Area Partnerships operating with some support from and/or as a sub committee of the Parish or Town Council. iii) consulting on further developing the capacity of Parish and Town Councils and Borough Elected Members to act as a focal point for neighbourhood engagement working with the voluntary and community sector. iv) considering whether the Partnership could, for example, work with the Parish and Towns to hold Parish/Town Council area based 'Community Conferences' as a means for partners to directly engage residents on a range of issues; these may be able to replace the annual NAG forum meetings and/or meetings of the wider Partnerships with the Town and Parish Council's taking a leading role in facilitating the conference. v) considering whether the role of elected Members in community engagement could be further development and further community engagement training for Members provided. vi focussing on engaging borough wide using an annual or biennial household survey to test resident satisfaction and perceptions; social media and/or scenario planning type focus groups. <p>Option Four does not change the level of support provided by the Council to Community Associations or the Area Partnerships. This assessment therefore focussed on the removal of administration support to the NAG by the Council. Under Option 4 the NAGS can chose to continue their work and the Council will work with the Police to</p>	

	<p>support the NAGS to adjust to the removal of administrative support from the Council by April 2012. The NAGs outside of Bracknell town may chose to work more closely with or under the umbrella of their Parish or Town Council. In some cases the NAG may be disbanded and its responsibilities taken on by the Parish or Town Council. However, within the town area a number of NAGs want to continue their work more independently from the Council and have indicated that they could cover their own administration.</p> <p>No equality monitoring data is collected on those people that are members of or attend NAGs or their annual open public form meetings so no data exists to evidence whether those engaged in the NAG reflect the diversity of their communities in their neighbourhood areas. However, data on attendance levels at the annual NAG forum meetings shows that in some areas there are very low levels of engagement relative to the cost of supporting the NAGs which between the Police and the Council is £40,000; please see the attendance figures in Appendix one. This does not represent good value for money when compared with for example the 2009 Residents Survey which cost £18,000 but achieved a response rate of 15 % which is approximately 17,000 residents. Work to improve attendance at NAG meetings in the past has included press releases, sending invitation letters to the annual forums, using posters and dropping fliers into houses to promote the NAG, as well as using publications such as the Council's Town and Country newspaper to promote the NAG meetings.</p> <p>The Neighbourhood Survey in 2009 delivered to all households in the borough, and achieving a 15% response rate, showed that 30% of residents were aware of NAGs while 78% aware of their Parish and Town Council. The implementation of this option will increase the number of opportunities that residents have to engage in their local area, they can engage through the biennial residents survey, through the Community Conference or as at present through their Parish and Town Council. This option would make the Parish or Town Council the point of focus for neighbourhood engagement and empower them to take a leading role in engagement. It also enables each Town and Parish area to take an approach to neighbourhood engagement which best suits their locality.</p>		
<p>7. Who is the activity designed to benefit/target?</p>	<p>This activity is designed to benefit all residents of Bracknell Forest borough and support all members of Bracknell Forest Partnership in their neighbourhood engagement work.</p>		
<p>Protected Characteristics</p>	<p>Please tick yes or no</p>	<p>Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both? If the impact is neutral please give a reason.</p>	<p>What evidence do you have to support this? E.g equality monitoring data, consultation results, customer satisfaction information etc Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data</p>
<p>8. Disability Equality</p>	<p>Y</p>	<p>There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish</p>	<p>No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups have differing views on local issues.</p>

			and Town area annually.	
9. Racial equality	Y		There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.	No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups have differing views on local issues.
10. Gender equality	Y		There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.	No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups have differing views on local issues.
11. Sexual orientation equality	Y		There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.	No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.
12. Gender re-assignment	Y		There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.	No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.

<p>13. Age equality</p>	<p>Y</p>	<p>There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.</p> <p>There is a low level of adverse impact on volunteers running the NAGs in that they may need to take on responsibility for taking the minutes of meetings and anecdotally they tend to be older. However, many have indicated that they are prepared to do this.</p>	<p>No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.</p>
<p>14. Religion and belief equality</p>	<p>Y</p>	<p>There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.</p>	<p>No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.</p>
<p>15. Pregnancy and maternity equality</p>	<p>Y</p>	<p>There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.</p>	<p>No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.</p>
<p>16. Marriage and civil partnership equality</p>	<p>Y</p>	<p>There is the potential to improve neighbourhood engagement with diverse groups through the implementation of this option. There is greater awareness of Parish and Town Councils by residents than NAGs and therefore the potential through working in partnership with Parish and</p>	<p>No equality monitoring data is currently held on the makeup of Neighbourhood Action Groups. However, a biennial household survey will be conducted and distributed to all households in Bracknell Forest and an equality analysis will be done to see if different groups had differing views on local issues.</p>

			Town Councils to significantly increase engagement, including through the idea of organising a community conference in each Parish and Town area annually.	
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carer's/ex-offenders) and on promoting good community relations.	There is potential for a positive impact on other groups and on good community relations through the implementation of this option, as it proposes to widen the remits of Parish and Town Councils and Borough Elected Members to act as focal points for neighbourhood engagement working with the voluntary and community sector.			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	There is a low level of adverse impact on volunteers running the NAGs in that they may need to take on responsibility for taking the minutes of meetings and anecdotally they tend to be older. However, many have indicated that they are prepared to do this and the NAGs will be supported to become more independent and adjust to the removal of the Council's administration support.			
19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	There is no significant difference			
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?				
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?	N The remainder of the options which were proposed for future neighbourhood engagement work can be found in the full <i>Neighbourhood Engagement Review</i>			
22. On the basis of sections 7 – 17 above is a full impact assessment required?		N		
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.				

Action	Timescale	Person Responsible	Milestone/Success Criteria
Support the NAGs to become increasingly independent and adjust to the removal of administrative support where the NAGs want to continue their work independently of their Parish or Town Council. These will be the Bracknell Town NAGs.	Jan – April 2012	Abby Thomas Head of Community Engagement and Equalities	Number of Bracknell town NAGs that continue to operate successfully as independent community groups.
Work with the Parish and Town Councils to support them to design an inclusive approach to neighbourhood engagement for their locality including discussing a community conference and the biennial household survey.	Jan - April 2012 and ongoing in 2012-13	Abby Thomas Head of Community Engagement and Equalities	Improved levels of engagement and a more localised approach to engagement
Develop the biennial resident's survey, ensuring that the results report shows how resident's views vary by the Equality Act protected characteristics.	January 2013	Abby Thomas Head of Community Engagement and Equalities	A high response rate to the survey from a group of resident's representative of the make up of Bracknell Forest.
24. Which service, business or work plan will these actions be included in?	Community Engagement and Equalities Team Business Plan		
25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?	N/A		
26. Chief Officers signature.	Signature: Alison Sanders		Date: 9/11/11
27. Which PMR will this screening be reported in?	Q4 Corporate Services PMR 2010/11		

APPENDIX A – 2011 NAG FORUM ATTENDANCE FIGURES	RESIDENTS (INCLUDING NAG MEMBERS)	COUNCILLORS	POLICE	COUNCIL STAFF	OTHER	TOTAL
Binfield – Forum CANCELLED due to no residents attending		1 (Chairman)	3	2		6
Birch Hill and Hanworth	7 (including Chairman)	2	2	2	2 (including 1 speaker)	15
Bullbrook	12	2 (including Chairman)	3	4	1	22
Central and Little Sandhurst	9	5	2	1	1	18
College Town and Owlsmoor	5 (including Chairman)	4	3	1		13
Crown Wood and Forest Park	10	3	3	1		17
Crowthorne	5 (including Chairman)	1	5	1	1	13
Easthampstead and Wildridings	2	1 (Chairman)	1	2	2	8
Great Hollands	5	3	3	1		12
Harmans Water	6	3 (including Chairman)	2	3	4 (3 speakers)	18
Martins Heron & The Warren	7	2	2	2	2	15
Priestwood and Garth	2	3	5 (1 chaired)	2		12
Town Centre		1	5	2 (including Chairman)	2	10
Warfield	3	2 (including Chairman)	3	2		10
Winkfield, Cranbourne and North Ascot	18	3 (Including Chairman)	4	2		27