

## Appendix 1: Equality Analysis Report Template

<b>Title:</b>	<b>Electoral Review</b>
<b>EA Lead :</b>	<b>Jackie Gavigan, Head of Democratic Services</b>
<b>EA Team:</b>	<b>Electoral Services</b>
<b>Date Commenced:</b>	<b>January 2015</b>
<b>Target Completion Date:</b>	<b>October 2016</b>
<b>Reason for assessment:</b>	<b>Report to Cabinet/Council</b>

### **Context and Scope**

1. What are the main purposes and aims of the service/project/decision?

*The Electoral Review examines the Council's existing electoral arrangements in respect of council size (ie. number of councillors) and ward numbers, boundaries and names. Its main purpose is to address electoral variances.*

2. What effect does it have on how other organisations operate and what commitments of resources are involved?

*The Electoral Review is being conducted in conjunction with East Sussex County Council and all the District and Borough Councils across East Sussex. It is overseen by a joint officer project team with representatives from all the authorities.*

3. How does it relate to the demographics and needs of the local community?

*As the purpose of the Electoral Review is to address electoral variances and to ensure fair electoral representation, it has the potential to relate to all electors within the voting area.*

4. How does it relate to the local and national political context?

*East Sussex County Council is required to undertake an Electoral Review prior to the next County Council elections in May 2017. In addition, reviews are being conducted in Wealden and Hastings as part of the process as, in both authorities, electorate imbalance in wards/divisions (where some councillors represent significantly more or fewer electors than other councillors) has triggered the need for such a review.*

*Although there was no current requirement for such a review in Eastbourne, Lewes or Rother, the Local Government Boundary Commission for England asked to review the whole County at the same time and all the relevant authorities agreed to take part. There are a number of advantages of the County Council and the District and Borough Councils being reviewed together which include the potential for coterminous boundaries and economies of scale.*

5. Is there any obvious impact on particular equality groups?

Race (includes ethnic or national origins, colour, & nationality)	Disability (includes mental & physical)	Gender (includes gender reassignment)	Pregnancy (includes maternity & paternity)	Sexual Orientation (includes heterosexual, homosexual & bisexual)	Religion & Belief (includes all faiths, beliefs & agnostic)	Age (includes all age groups)
--	--	---------------------------------------	---	--	--	----------------------------------



Lewes District Council

Impact	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None
Tick if relevant	✓			✓			✓			✓			✓			✓			✓		

6. How does it help to us meet our general duties under the Equality Act 2010?

*The Electoral Review will help us decide how we represent communities in the future and ensure that our governance arrangements reflect the Council's long term priorities and ambitions. It will build divisions and wards that reflect communities and lock in electoral fairness for future elections.*

7. What is the scope of this analysis?

*The Electoral Review examines the Council's existing electoral arrangements in respect of council size (ie. number of councillors) and ward numbers, boundaries and names.*

**Information gathering and research**

8. What existing information and data was obtained and considered in the assessment?

*An Electoral Review survey was circulated to all councillors to complete. The survey captured the time spent on Council duties and enabled members to give their views on what size the Council should be in the future. The Electoral Review Working Group reviewed the results of the survey and other considerations*



**Lewes District Council**

*to formulate a proposed council size that would be sufficient to ensure that three specific functions can be carried out effectively at the Council in the future, namely governance, scrutiny and community representation.*

9. What gaps in information were identified and what action was undertaken/is planned to address them?

*None identified so far.*

10. What communities and groups have been involved and what consultation has taken place as part of this assessment?

*All Councillors have been consulted on council size so far. Further consultation will be carried out by the Boundary Commission with all members of the public, Town & Parish Councils, community and residents groups, and MPs.*

## **Analysis and assessment**

11. What were the main findings, trends and themes from the research and consultation undertaken?

*TBC once consultation and review completed.*

12. What positive outcomes were identified?

*TBC once consultation and review completed.*

13. What negative outcomes were identified?

*TBC once consultation and review completed.*

### Action planning

14. The following specific actions have been identified:

Issue Identified	Action Required	Lead Officer	Required Resources	Target Date	Measure of Success
<i>Actions TBC once review completed</i>					

## Summary Statement

Between January 2015 and June 2015 Equality Analysis was undertaken by the Head of Democratic Services on the Electoral Review.

Due regard was given to the general equalities duties and to the likely impact of the decision/project on people with protected characteristics, as set out in the Equality Act 2010.

The assessment identified:

\*The decision/project is likely to have positive outcomes for all electors within the voting area as the purpose of the Electoral Review is to address electoral variances and to ensure fair electoral representation. The EA Action Plan will be updated once the outcomes of the review are known, and actions will be incorporated and monitored within the service/project plan.

## Approval

Director/Head of Service	Jackie Gavigan, Head of Democratic Services
Signed	Jackie Gavigan
Dated	3 June 2015