

EQUALITY IMPACT ASSESSMENT – STAGE 1

EIA Ref	C/12/42	
Lead Officer	Name	Andrew Lucas
	Position	Superintendent Registrar
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SECTION 1 –Context & Background

1.1 What is the title of the policy / practice?

Registration Service; changes to fees and charges wef 2013 / 2014 financial year.

1.2 What is the current status of the policy / practice?

Existing ☒

Changed ☒

New ☐

1.3 What are the principal aims and intended outcomes of the policy / practice?

Registration of births, deaths, marriages, civil partnerships. Rise in fees due to need to cover costs of future service provision.

1.4 Who has primary responsibility for delivering the policy / practice?

Superintendent Registrar

1.5 Who are the main stakeholders?

Halton BC, Registration Service

1.6 Who is the policy / practice intended to affect?

Residents ☒

Staff ☐

Specific Group(s) ☐

(add details below)

The service may also be used by people from outside the Borough.

1.7 Are there any other related policies / practices?

General Register Office guidelines, including Marriage Act 1995 and Civil Partnership Act 2005, which allow local authorities to set the fees for the attendance of a Superintendent Registrar and Registrar at a ceremony in approved premises.

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SECTION 2 – Consideration of Impact

2.1 Relevance: – the Public Sector Equality Duty

Does this policy / practice / service have due regard to the need to: -

- (a) Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- (b) Advance equality of opportunity between two persons who share a relevant protected characteristic
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

Yes (✓) No ()

State reasons below

(Relevance to service users/staff)

Service is available to all irrespective of protected characteristic.

2.2 Has data and information has been used in determining the impact of the policy / procedure under review?

Equality Group(s)	All
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Baseline data and information

Comparisons of charges made in neighbourhood councils were undertaken.

2.3 On the basis of evidence, has the actual / potential impact of the policy/ practice been judged to be positive (+), neutral (=) or negative (-) for each of the equality groups and in what way? Is the level of impact judged to be high (H), medium ((M), or low (L)?

Protected Characteristic	Impact type +, =, -	Level H, M, L, -	Nature of impact
Age	=	/	All protected groups can access the service and none are affected by the changes as a result of their protected characteristic. * The Registration Service is not allowed to perform religious ceremonies
Disability	=	/	
Gender	=	/	
Race / ethnicity	=	/	
Religion / belief	= *	/	
Sexual Orientation	=	/	
Transgender	=	/	
Marital status/ Civil Partnerships	=	/	
Pregnancy/Maternity	=	/	

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In Halton two further vulnerable groups have been identified: -			
Carers	=	/	
Socio – economic disadvantage	**	/	** It is recognised that the proposal (to increase fees and charges) potentially has some negative socio-economic impact; however it does not have a proportionally increased impact because of any of any characteristic as identified under the Equality Act. Any persons may have a civil ceremony in the Registrar's Office for £43.50 (national charge), additional fees payable for use of other rooms / venues.

2.4 Does the policy / practice have any potential impact on safeguarding vulnerable people?

No

2.5 How will the impact of the policy / practice be monitored?

Standard registration requirements and statistical returns e.g. to GRO and ONS.

2.6 Who will be responsible for monitoring?

Superintendent Registrar

2.7 If any negative impacts, or potential negative impacts, have been identified what mitigating actions will be put in place, thereby eliminating the need for a further Stage 2 assessment Where none have been identified insert 'no further action required' in the first column

Action & purpose / outcome	Priority	Timeframe	Lead Officer
No further action required	(H, M, L)		

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2.8 Summary of stakeholders involved in this review

Name / Job Title	Organisation / representative of
Andrew Lucas, Superintendent Registrar	Halton Borough Council
Les Unsworth, Policy Officer, Policy and Development Services	Halton Borough Council

2.9 Completion Statement

As the identified Lead Officer of this review I confirm that:-
No negative impact has been identified for one or more equality groups and that a Stage 2 Assessment is not required √

Signed: A Lucas

Date: 09.05.2012

Completed EIAs should be sent to Les Unsworth, Corporate and Organisational Policy, to be given a unique reference number and for inclusion on the central register.