

Equality Impact Assessment / Equality Analysis

(Version 4)

Item name	Details
Title of service or policy	Haycombe – Cemetery Extension
Name of directorate and service	PLACE – Bereavement Services
Name and role of officers completing the EqlA	Vincent Young – Bereavement Services Manager
Date of assessment	10/04/2025

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on people and different groups within our community. The main aim is to identify any adverse impacts (i.e. discriminatory or negative consequences for a particular group or sector of the community, and to identify areas where equality can be better promoted). Equality impact Assessments (EqIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EqIA) or Equality Analysis. **Not all sections will be relevant – so mark N/A any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council's website following relevant service lead approval.

1.1 Identify the aims of the policy or service and how it is implemented

Key questions	Answers / notes
<p>1.1 Briefly describe purpose of the service/policy e.g.</p> <ul style="list-style-type: none"> How the service/policy is delivered and by whom If responsibility for its implementation is shared with other departments or organisations Intended outcomes 	<p>Bereavement Services deliver the provision of burial space within Haycombe, who will remain the Senior End User of the project.</p> <p>Delivery of the expansion will be project will be managed by Capital Project Delivery, and will be subject to planning consent, the following internal services will be consulted and informed throughout the project - Legal, Environmental Protection, Emergency Planning/CCTV, Highways and Parks Services.</p> <p>These are to ensure we continue to offer burial space for all faith groups and none, adding extra natural burial space and extending the options for cremated remains, memorials, burials & scatterings</p>
<p>1.2 Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> Is it a new service/policy or review of an existing one? Is it a national requirement?). 	<p>Essentially this is an additional service as it is creating an entirely new cemetery area, however, it does directly link to the current framework and ways of working.</p> <p>This is not a national requirement as there is no expectation that a Local Authority should provide burial space, however, this proposal clearly</p>

<ul style="list-style-type: none"> How much room for review is there? 	<p>acknowledges our commitment to be an inclusive authority and one which does not disadvantage any group or people with protected characteristics.</p> <p>The only option for review is to decide not to proceed with this project, which is subject to investigative works, planning consent and capital funding.</p>
1.3 Do the aims of this policy link to or conflict with any other policies of the Council?	The aims of this policy link directly to the Council's aspirations to Giving People a Bigger Say, Tackling the Climate & Ecological Emergency, Delivering for Local Residents, Preparing for the Future & Focusing on Prevention.

2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
2.1 What equality focussed training have staff received to enable them to understand the needs of our diverse community?	All staff have completed the Equalities Training and one has also completed the Neurodiversity Training.
2.2 What is the equality profile of service users?	By virtue of the service that is offered through Bereavement Services – it is likely that the equalities profile of our service users will be extremely diverse. Although it would be impossible to accurately identify the characteristics of each user.
2.3 Are there any recent customer satisfaction surveys to refer to? What were the results? Are there any gaps? Or differences in experience/outcomes?	All customers that are looked after through Bereavement Services are sent a customer survey. Those that respond are almost always positive and complimentary and the overall score received is ordinarily Strongly Agree for the different categories. Requests are often made for wake facilities and for a florist on site – whilst the service would relish having these options available, financially and logistically these are not an option.
2.4 What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	A full Public Consultation will take place at the appropriate time during the planning application process with all stakeholders, including statutory consultees and residents.

<p>2.5 If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equality considerations within this?</p>	<p>The proposal will highlight that the extension will continue to offer faith groups burial space and that it will have areas which are accessible for wheelchair users and those that have mobility restrictions.</p>
---	---

3. Assessment of impact: 'Equality analysis'

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or could help promote equality in some way.
- Could have a negative or adverse impact for any of the equality groups

Key questions	Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
<p>3.1 Issues relating to all groups and protected characteristics</p>	<p>The site will be open and accessible to all groups.</p> <p>Bereavement services recognise the importance of delivering individualised services to the public in a sensitive and responsive way. This by way of definition means that we cater for all groups and people with protected characteristics.</p>	
<p>3.2 Sex – identify the impact/potential impact of the policy on women and men.</p>	<p>Services are inclusive and accessible to all people regardless of their sex</p>	

	The site will be open and accessible to all sexes.	
3.3 Pregnancy and maternity	<p>The site will be open and accessible to all.</p> <p>Seating is provided throughout the site for pregnant people and for feeding babies.</p> <p>There will be a circular roadway, and footpaths installed suitable for prams/pushchairs.</p>	It should be noted that by virtue of the fact that this will be a cemetery, there will be areas that will have restricted access for prams/pushchairs and wheelchairs.
3.4 Gender reassignment – identify the impact/potential impact of the policy on transgender people	<p>The site will be open and accessible to all.</p> <p>Services are inclusive and accessible to all people and is respectful of gender identity.</p>	
3.5 Disability – identify the impact/potential impact of the policy on disabled people (ensure consideration of physical, sensory and mental health needs/differences)	<p>Both chapels have hearing loops installed and each has a wheelchair available for use.</p> <p>There are large print hymn books available for partially sighted people.</p>	<p>It should be noted that by virtue of the fact that this will be a cemetery, there will be areas that will have restricted access for some disabled people who have restricted mobility or are wheelchair users.</p> <p>However, there will be a circular roadway, and footpaths installed facilitating access to some areas for people of restricted mobility or are wheelchair users.</p>
3.6 Age – identify the impact/potential impact of the policy on different age groups	The site will be open and accessible to all.	It should be noted that by virtue of the fact that this will be a cemetery, there will be areas that will have restricted access to some people/children. However, there

		will be a circular roadway, and footpaths installed.
3.7 Race – identify the impact/potential impact on across different ethnic groups	The site will be open and accessible to all. Services are inclusive and accessible to all people and is respectful of all ethnicities.	Where certain faith group space has expired within the current cemetery, new provision will be made in the proposed new extension – for example there will be a new dedicated Roman Catholic section.
3.8 Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual, questioning people	The site will be open and accessible to all. Services are inclusive and accessible to all people and is respectful of sexual orientation.	
3.9 Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?	The site will be open and accessible to all.	
3.10 Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	The site will be open and accessible to all. Services are inclusive and accessible to all people and is respectful of different faiths and religions and also for people with no faith or religion.	Where certain faith group space has expired within the current cemetery, new provision will be made in this proposed new extension – for example there will be a new dedicated Roman Catholic section.
3.11 Socio-economically disadvantaged* – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances	The site will be open and accessible to all. Funerals can be costly and some people are impacted by financial constraints. To assist with this three options have been made available: <ul style="list-style-type: none"> • Unattended Direct Cremation • Attended Direct Cremation 	As a service we understand the impact due to these factors. As such areas are found within the current cemetery and will continue to be so in the new extension to provide burial space for those that are impacted financially.

(this is not a legal requirement, but is a local priority).	<ul style="list-style-type: none"> • A price Sensitive Option with our in-house Celebrant. 	
3.12 Rural communities* identify the impact / potential impact on people living in rural communities	The site will be open and accessible to all.	
3.13 Armed Forces Community ** serving members; reservists; veterans and their families, including the bereaved. Public services are required by law to pay due regard to the Armed Forces Community when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).	The site will be open and accessible to all.	
3.14 Care Experienced *** This working definition is currently under review and therefore subject to change: In B&NES, you are 'care-experienced' if you spent any time in your childhood in Local Authority care, living away from your parent(s) for example, you were adopted, lived in residential, foster care, kinship care, or a special guardianship arrangement.	The site will be open and accessible to all.	

*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

** The Equality Act does not cover armed forces community. However, the Armed Forces Bill (which came in on 22 Nov 2022) introduces a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

***The Equality Act does not cover care experienced people. B&NES adopted this group as a protected characteristic in March 2024 alongside over 80 other Local Authorities. Although we have data for care leavers and children/young people who are currently in the care of B&NES we do not have wider data on disadvantage experienced through being in care.

4. Bath and North East Somerset Council Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment/analysis. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equality Team (equality@bathnes.gov.uk), who will publish it on the Council's website. Keep a copy for your own records.

Signed off by: Chris Major

(Divisional Director or nominated senior officer)

Date: 06/06/2025