



Equality Impact Assessment

Name of project/strategy/service being assessed	Proposed new Penn Road Cemetery – Queensway, Hazlemere	Cabinet meeting date <i>If applicable</i>	
Service area	Community Services	Date EIA created	04/07/16 Reviewed 20/12/19
Name of Completing Officer	Andy Sherwood		
Approved by Head of Service	Nigel Dicker	Date approved	

Equality Impact Assessments (EIA's) are designed to ensure that Wycombe District Council complies with all relevant legislation and fulfils its duty under the Public Sector Equality Duty (PSED). This comprises of three limbs which are set out in Section 149(1) of the Equality Act 2010. This requires that all public bodies, in the exercise of its functions, to have '**due regard**' to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Each service area has an Equality Champion (see the Equalities tab on WySpace for an up to date list). Please ensure that the relevant Champion is aware that an EIA is being undertaken as, if needed, your Equality Champion can provide advice and guidance on completing the EIA.



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Stage 1 – Initial Scope of the Equality Impact Assessment

Please answer the five questions below to determine whether a full EIA needs to be conducted.

Will the service/policy/strategy affect any people or groups of people directly (including staff/members of the public)?	Yes	Yes	No	
Will it affect how other services are provided?	Yes		No	No
Will it have employment implications?	Yes		No	No
Do you have information suggesting that this service/policy/strategy will affect particular groups of people?	Yes	Yes	No	
Do you need further information or to undertake further research to answer any of the above questions?	Yes		No	No

If the answer to any of the above is 'yes', then a full EIA will need to be carried out and Sections 2- 4 will need to be completed.

If the answer to all of the above is 'no' then a full EIA does not need to be carried out, but to ensure consistency in approach, the EIA will need to go through the Challenge Process. Then, if following the Challenge Process:

- a) it is agreed with the Policy Officer that no further stages need to be completed the Head of Service needs to approve the assessment and return a Word electronic copy to the Policy Officer for publication.

OR

- b) it is agreed with the Policy Officer that Stages 2 - 4 need to be completed, then the Head of Service will need to approve only once the full EIA is completed at which point a Word electronic copy should be returned to the Policy Officer for publication.



Stage 2 – Information Gathering/Data Collection

<p>What are the aims of the strategy/policy/procedure? Why is it necessary? What is it trying to achieve?</p>	<p>The creation of a new cemetery at Queensway in Hazlemere.</p> <p>The current cemetery within High Wycombe is close to reaching capacity. The children’s burial area will be full in approximately 3 to 4 years; non Church of England burials will reach capacity in 8 – 10 years and Church of England burials will be at full capacity in 15 – 18 years. There are on average a 150 burials a year at the current cemetery; this figure is likely to increase as the population increases within the High Wycombe Town Committee (HWTC) area over the next decade.</p> <p>The building of a new cemetery within Wycombe District will enable burials to take place within the District and is funded and supported by High Wycombe Town Committee. The new cemetery will, in the future, also feature designated columbaria enabling people to have a specific location to inter ashes.</p>
<p>Which aspects of the policy/strategy/procedure are relevant to equalities? NB A list of impacts is NOT required at this stage, just identify areas – can be a bullet point list.</p>	<p>New cemetery will impact on the following:</p> <ul style="list-style-type: none"> Religion Age Disability
<p>Identify the main data sources/information gathered e.g. Workforce reports, census data, staff survey etc.</p>	<p>Current burial rates at the cemetery in High Wycombe. Over the last two years (2018 & 2019) the average number of burial remains relatively constant at a 150 burials a year.</p> <p>Census (2011) and demographic data (including population forecasts provided by BCC in 2014) for Wycombe District area. The 2011 Census¹ showed that 171,644 people were resident within Wycombe District which is an increase of 6% since the last census (2001)¹.</p> <p>Buckinghamshire County Council published additional demographic work in 2015, and calculated that in 2014 the population of Wycombe District had increased to 174,878 people².</p>



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	<p>In addition, they have projected that the population of Wycombe District is likely to increase to 186,500 people by 2025, an increase in the population of over 11,000 people in ten years.</p> <p>From the 2011 census data¹ – 57% of those who responded within Wycombe District identified as affiliated to the Christian religion (98,182 people). The size of the group who stated that they had no religious affiliation has increased by 64% since 2001, from 16% (25,279) to 24% (41,582) in 2011. Other religions accounted for 11% of the Wycombe District population in 2011 and those who did not state a religion accounted for 7%.</p> <p>The ethnic makeup of the district (according to the 2011 census¹) is 81% White British, Irish or European with the remaining 19% coming from a wide ethnic/ heritage base which includes, but is not limited to Pakistani, Black Caribbean, Chinese, Indian and Black African people, most of whom live in High Wycombe. 12% of people identified as either Asian, or Asian British (including Chinese); 3% of Wycombe residents identified as Black or Black British and 3% identified as having a Mixed or Multiple Ethnic Heritage. No other group comprise more than 1% of the total population.</p> <p>(¹ http://www.buckscc.gov.uk/community/research/2011-census-profiles/ & accessed 29th June 2016 & ² http://www.buckscc.gov.uk/media/2906123/Appendix-Projections-Dec2014-.pdf accessed 28th June 2016)</p>
<p>How have you engaged with service users/members of the public/staff? e.g. staff forums, consultations, questionnaires etc.</p>	<p>Planning permission was granted in Sept 2019. The permission included a consultation on the project and considerations on the design.</p>
<p>Is the responsibility for this strategy/policy/procedure shared with another service/organisation/agency?</p>	<p>The site shares boundaries with other local Parishes Councils: Hazlemere Parish Council, The Parish Council of Chepping Wycombe, The Parish Council of Penn & The Parish Council of Hughenden</p>
<p>Is further consultation/research or data collection planned or required? Is so, what is the aim of the research? Why is it needed?</p>	<p>Planning permission was agreed in Sept 2019.</p>



Stage 3 – Impact Assessment & Analysis

Areas to consider	Impact Identified Y/N	Description of impact and likelihood of occurrence (positive, negative, no impact; high/medium/low likelihood)
<p>Protected Characteristics (i.e. age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion & belief, sex and sexual orientation)</p>	<p>Y</p>	<p>Age (Positive impact) – The current Snowdrop Burial garden is close to reaching capacity. Once this has reached capacity, there would be no designated area for baby and child burials within Wycombe District. Whilst, some such burials could be accommodated within the current main cemetery site, this would not be ideal. By building a new cemetery a separate designated area can be designed to enable an appropriate burial and memorial area for baby & child burials for people within the High Wycombe Town Committee area. This would enable local residents to have a local burial area, rather than being required to travel out of area (as would happen once the current cemetery has run out of space).</p> <p>In addition, the new Cemetery site is predominantly flat. This will enable ease of access for all people, but is something which older people may particularly find helpful when navigating the Cemetery.</p> <p>Disability (Positive impact) – the current cemetery within High Wycombe is set on a hill and the cemetery features steep slopes and terraced burials. Whilst the site is accessible, it can be difficult for people with limited mobility to access and visit particular grave sites. Whilst every effort is made to assist those with mobility requirements, some areas of the current cemetery are still difficult to access. In contrast, the new cemetery at Queensway is a mainly flat site. Considerations for those with limited mobility/disabilities will be incorporated into the design enabling people to access the majority of the site without restriction (including wheelchair accessible toilets, a flatter layout, and wheelchair accessible routes).</p>



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		<p>Religion (Positive Impact) – Muslim burial spaces at the current cemetery will reach capacity within the next 8 – 10 years. Once capacity is reached, any additional Muslim burials would need to take place out of the High Wycombe Town Committee area which would not be ideal for local residents. The new cemetery at Queensway will have an allocated area for Muslim burials ensuring that the burial vaults are orientated correctly towards Mecca.</p> <p>In addition, burial spaces will be available for Church of England, Catholic and Jewish faiths which can be consecrated at time of burial as well as non-consecrated burial spaces. This will enable burials for people of all religions and faiths and those of no religion or faith.</p> <p>There will also be columbaria where people can inter the ashes of their loved ones should they wish to do so. This again can be used by people of all religions and faiths</p>
<p>Other relevant groups (E.g. low income, ex-armed forces personnel, homeless people etc.)</p>		<p>Low Income (Positive Impact) - the building of a new cemetery within the Wycombe District area should have a positive impact on people with low incomes. Once the current cemetery reaches capacity, residents would be required to travel out of the Wycombe District Council area for funerals and/or to visit burial plots. An out of area burial is also likely to incur additional non-resident fees. By providing a cemetery within the district, High Wycombe Town Committee is ensuring a local service is provided and that residents will only have to pay a resident burial fee rather than an out of area burial cost.</p>

NB. Please note that when considering impacts in relation to marriage & civil partnership - the duty is solely to ensure that there is no unlawful discrimination against this protected characteristic.



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Stage 4 - Equalities Improvement Plan

Protected Characteristic/Other relevant groups	Impact Identified Y/N	Measures identified to reduce/mitigate impact (Also include all positive actions included in your proposals)	Review date	Review update/ monitoring comments	Officer/Service Responsible
Disability	Y	Positive – ensure design of new cemetery is easily accessible to those with limited mobility/disability. Positive – ensure all signage and layout information is clean and simple. Positive – 2 x wheelchair accessible toilets could be provided. Positive – The design and number of car parking spaces at the new cemetery will create better parking conditions for those with disabilities.			
Religion	Y	Positive - design of the burial spaces will enable people to choose appropriate burial spaces: <ul style="list-style-type: none">• Muslim burial vaults appropriately orientated;• Burial spaces for those of Church of England/Catholic/Jewish faith which can be consecrated at time of interment;• Non-consecrated burial spaces for those of no religion or faith.			



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		In addition, interment of ashes within columbaria will also be available to all.			
Age	Y	Positive – the creation of a designated Children’s Burial area within the Cemetery will enable these burials to take place close to town. In addition, the design of this burial area will be separated enabling people to leave appropriate tributes to children & babies as required.			

Area of Consideration	How are/will we work to: (Also include all positive actions included in your proposals)	Review date	Review update/ monitoring comments	Officer/Service Responsible
Eliminate discrimination, harassment & victimisation	N/A			
Advance equality of opportunity	<ul style="list-style-type: none"> • By offering different burial options (for different religious beliefs) High Wycombe Town Committee is ensuring that, as far as practically possible, people with differing faiths are able to inter their loved ones within the District. • The aim is to ensure that the site is easily accessible to all people and that all information and signage regarding the cemetery will be clear and easy to read. 			
Promote good relations between groups (including community cohesion)	Within the scope of the cemetery, a woodland walk is being incorporated along one of the edges. It is hoped that the design of this			



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	woodland walk will be enjoyed by local residents and users of the cemetery.			
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