

Huntingdonshire District Council Equality Impact Assessment (EIA)



Service area	Human Resources and OD
Date of assessment	August 2026
Name of policy/service to be assessed	Time Off for Volunteering Policy
Is this a new or existing policy/service?	New Policy
Name of manager responsible for new or amended policy/service	Leanne Harfield
Names of people conducting the assessment	Kiran Hans
Kiran Hans	
Describe the aims; objectives and purpose of the new or amended policy/service (include how it fits in to wider aims or strategic objectives).	Policy provides up to 3 days paid volunteering leave per year (pro rata) to support employee wellbeing, skills development and community engagement while supporting Corporate Plan priorities.
The Equality Act 2010 requires the Council to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations, the Council also needs to demonstrate its compliance with the Equality Duty. The Council therefore needs to understand how its decisions and activities impact on different people. An Equality Impact Assessment is the current method by which the Council can assess and keep a record of the impact of new or amended strategies, policies, functions or services. The council retains these duties even when outsourcing services or providing shared services. <i>Definition of Adverse Impact - occurs when a decision, practice, or Policy has a disproportionately negative effect on a protected group. Adverse Impact may be unintentional.</i>	

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Are there any (existing) equality objectives of the new/amended policy/service	Promotes fair and equitable access to volunteering opportunities for all employees regardless of protected characteristics.
Who is intended to benefit from the new/amended policy/service and in what way?	Employees, local communities, voluntary organisations and the Council through skills development, wellbeing and community engagement in Huntingdonshire.
What are the intended outcomes of this new/amended policy/service?	Increased volunteering participation, employee development, wellbeing and stronger community relationships.
Step 2 – Data	
What baseline quantitative data (statistics) do you have about the function relating to equalities groups (e.g. monitoring data on proportions of service users compared to proportions in the population), relevant to this new/amended policy/service? Huntingdonshire Statistics	Uptake will be monitored through iTrent records.
What qualitative data (opinions etc) do you have on different groups (e.g. comments from previous consumer satisfaction surveys/consultation, feedback exercises, or evidence from other authorities undertaking similar work), relevant to this new/amended policy/service?	Evidence from volunteering programmes and employee feedback indicates positive impacts on wellbeing, inclusion and skills development.
The Consultation and Engagement Strategy Accessibility Guidance may be helpful when thinking about the potential impact of a policy/service on people with different protected characteristics.	
Age – this refers to the protected characteristic of age. A person belonging to a particular age (for example 32-year olds) or range of ages (for example 18 to 30-year olds). Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic?	No adverse impact identified. Available equally to employees of all ages.



Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? For some services this should include consideration of impact in terms of safeguarding young people. What evidence do you have for your answer?	
Disability – this refers the protected characteristic of disability. A person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified. Reasonable adjustments can be considered where required.
Gender reassignment – gender reassignment discrimination occurs when a person is treated differently because they are trans*. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic?	No adverse impact identified.

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What evidence do you have for your answer? *although the term gender reassignment and transsexual is in the Equality Act 2010, it is accepted that the preferred term is trans.	
Marriage and civil partnership in the workplace; this refers the protected characteristic of marriage and civil partnership which is a union between a man and a woman or between a same-sex couple. Civil partnership is between partners of the same sex. Discrimination is when a person is treated differently at work because a person is married or in a civil partnership. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified.
Are there concerns that the function could have a differential impact in terms of pregnancy and maternity in the workplace (e.g. pregnant or breast-feeding women). Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic.	No adverse impact identified for pregnancy and maternity. Participation can be supported appropriately according to individual circumstances.

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Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	
Race – this refers to the protected characteristic of race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins. Gypsy/Travellers are distinct group within this category Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified regardless of race, nationality or ethnic origin.
Religion and Belief in the workplace - refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief and includes a lack of belief. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified. The policy does not favour any religion or belief.

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Sex - this refers to the protected characteristic of sex which can mean either male or female, or a group of people like men or boys, or women or girls. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified and entitlement applies equally to all sexes.
Sexual orientation – this relates to whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes. Are there concerns that the new policy/service could have a differential impact on individuals with this protected characteristic. Are there any concerns that the policy/service amendments could have differential impact on individuals with this protected characteristic? What evidence do you have for your answer?	No adverse impact identified regardless of sexual orientation.
Are there concerns that the function could have a differential impact on part time/full time employees? What evidence do you have for your answer?	No adverse impact identified. Part-time employees receive a pro-rata entitlement ensuring equitable access.
Are there concerns that the function could have a differential impact in terms of specific characteristics of Huntingdonshire e.g. Rural isolation	Potential positive impact through support to local organisations and communities across Huntingdonshire, including rural areas.



Findings

Recommendations