Equality Impact Assessment Form

screentip-sectionA

1. Document Control

Control Details:

Title:	Increase in cremation, burial and related miscellaneous services fees by 3%
Author:	Dave Stretton Cemetery and Crematorium Manager
Director:	Dave Halstead Director for Neighbourhood Services
Department:	Commercial & Operations
Service Area:	Public Realm - Cemeteries and Cremation Service
Contact details:	eddie.curry@nottinghamcity.gov.uk Tel:- 0115 8764982
Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget)	Y
Exempt from publication: Y/N (All EIA's are published on Nottingham Insight for public viewing unless specified. Exemption criteria is available on the EIA section on the Intranet)	N

2. Document Amendment Record:

Version	Author	Date	Approved
1.0	Dave Stretton	11/12/20	

3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Nasreen Miah	Equality & Employability Consultant	18.12.2020
Sheila Birch	HR Consultant - Commercial & Operations	16.12.2020

4. Glossary of Terms

Term	Description

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5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

This proposal is to increase Cemetery & Crematorium fees and charges from January 2021.

The proposal is based on a 3% increase on cremation fees and 3% increase on burial fees.

Following the last 10 years of annual increases Nottingham City Council's Cemetery & Crematorium fees have now significantly increased and are competitive in comparison to our nearest neighbours.

In addition the Crematorium market has seen significant increased competition from a new operator in Gedling and also still carries the risk of further competition emerging in Rushcliffe. In light of these challenges, it is proposed that only a minimal price increase is applied in 2021 to help stabilise our position in the market and retain our market share.

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Information used to analyse the effects on equality:

(Please include information about how you have consulted/have data from the impacted groups)

The Service carries out a full fee and charges review every year and makes comparisons between the City Fees and the Fees from our neighbouring boroughs.

Authority	Cremation Fee	Burial Fee	Year
Gedling	£770	£887	2020
Bramcote	£730	£765	2020
Nottingham	£700* (* city resident)	£714* (* city resident)	2020

6. Impacts and Actions:

screentip-sectionD	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	☐	☒
Men	☐	☒
Women	☐	☒
Trans	☐	☒
Disabled people or carers.	☐	☒
Pregnancy/ Maternity	☐	☒
People of different faiths/ beliefs and those with none.	☐	☒

Lesbian, gay or bisexual people.	☐	☒
Older	☐	☒
Younger	☐	☒
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults). ***Please underline the group(s) /issue more adversely affected or which benefits.***	☐	☒

screentip-sectionE **How different groups could be affected** (Summary of impacts)	screentip-sectionF **Details of actions to mitigate, remove or justify negative impact or increase positive impact** (or why action isn't possible)
There may be some impact on city and non- city residents as the fee will be increased by 3% to all users of the service. Fees are made available on our website late December each year and are also sent out to all Funeral Directors who in turn work with families wishing to book a funeral. This may adversely affect the poorest families who struggle to pay funeral fees.	No action is required as those that cannot afford to pay the fees can make a claim to the DWP or utilise the Nottingham Funeral package to help fund cremation fees and the service will promote this information to all citizens. The Nottingham Funeral package is advertised on our website / at our main office / at the district NCC hubs and via the Cooperative funeral branches throughout the city. In addition, the service is introducing a new direct cremation fee of which is a direct cremation where there is no attendance at the Crematorium by the family and no service. This new fee is highly competitive and as such does offer another alternative affordable option. These types of funeral are becoming more popular, with popularity increased in relation to the impact of Covid-19 during 2020.

	Carry out an annual review and bench marking of fees against local authorities.

7. Arrangements for future monitoring of equality impact of this proposal / policy / service:

The Cemetery and Cremation service fees and charges are reviewed on an annual basis. As part of this review comparison prices will be checked and adjusted if needed.

9. Outcome(s) of equality impact assessment:

☒	No major change needed	☐	Adjust the policy/proposal
☐	Adverse impact but continue	☐	Stop and remove the policy/proposal

10. Approved by (manager signature) and Date sent to equality team for publishing:

Approving Manager: Dave Stretton Cemetery & Crematorium Manager Email: dave.stretton@nottinghamcity.gov.uk Tel: 0115 87 61919	**Date sent for advice:** Send document or Link to: equalities@nottinghamcity.gov.uk
Approving Manager Signature: **Dave Stretton**	**Date of final approval:**

Before you send your EIA to the Equality and Employability Team for advice, have you:

1. Read the guidance and good practice EIA's
   http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.
7. Clearly cross-referenced your impacts with SMART actions.

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.