

Equality Impact Assessment Form



Directorate: Transformation	Service: Partnership & Performance
Completed by: Alison Grimes	Date: 02 January 2015
Subject Title: Business Plan 2015-18	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	Yes
Is a service being designed, redesigned or cutback:	Yes
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	No
Is a programme or project being planned:	Yes
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	Yes
<p>Details of the matter under consideration:</p> <p>The assessment is for the first year of the Council's three-year Business Plan, 2015-18. The plan is refreshed annually.</p> <p>The Business Plan is the overarching strategy for the Council and sets the vision and priorities for the Council, summarising the main actions/projects to achieve this. The plan as a whole aspires to maintain performance and the range of services provided by the Council where possible. The plan includes items (actions) which may themselves involve service design, redesign or cutback, or contract specification development, or require budget considerations.</p>	
<p><i>If you answered Yes to any of the above go straight to Section 3</i></p> <p><i>If you answered No to all the above please complete Section 2</i></p>	
2. RELEVANCE	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	Yes <i>*delete as appropriate</i>
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>	Delivery of the vision and priorities is through a variety of actions and outcomes and outputs will therefore impact on a variety of customers, service users, communities, Councillors and employees depending on the action.
If you answered No to both Sections 1 and 2 provide details of why there is no impact on	

<p>these three groups: <i>You do not need to complete the rest of this form.</i></p>	
<p>3. EVIDENCE COLLECTION</p>	
<p>Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?</p>	<p>Any actions that may impact upon equality groups should be subject to an individual EIA by the relevant service. Given the wide range of actions included, there is unlikely to be a disproportionately negative effect on any single group with protected characteristics.</p>
<p>If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?</p>	<p>As above. The current wide-range of actions included in the plan across many service areas means that there is unlikely to be 'most relevant' protected characteristics affected. This may change with content in the lifetime of the plan.</p>
<p>Which of the protected characteristics are most relevant to the work being carried out?</p> <ul style="list-style-type: none"> Age Gender Disability Race and Culture Sexual Orientation Religion or Belief Gender Reassignment Marriage and Civil Partnership Pregnancy and Maternity 	<p>No No No No No No No No No</p>
<p>4. DATA ANALYSIS</p>	
<p>In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?</p>	<p>The plan applies borough-wide. Given the wide range of actions included, the work detailed in the plan will therefore likely impact on a variety of stakeholders in different ways.</p>
<p>What will the impact of the work being carried out be on usage/the stakeholders?</p>	<p>The overall impact should be positive since the priorities of the plan aim for a positive impact on the borough. Negative impact will be mitigated through individual EIAs by the relevant service.</p>
<p>What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?</p>	<p>No specific consultation has taken place against the draft Business Plan for 2015/2018, however the Council's priorities are informed by the Citizen Survey which gathers views on a range of issues including the Council's budget. The survey results assist the Council in making plans to deliver services and make efficiency improvements. The survey results for 2015 will be available later in the year. Results from the Citizen/Stakeholder Survey provide information about satisfaction with certain Council services and these can be broken down into protected characteristics (other than beliefs,</p>

Appendix B

	<p>culture, marriage/partnership, pregnancy/maternity). The reason for levels of satisfaction is not explored.</p> <p>For proposals developed under the Major Service Review process which are deemed significant, these are fully consulted on in line with Major Service Review processes. This consultation process does provide scope for comment around whether the proposals will affect the user and results are subject to an EIA.</p>
<p>What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?</p>	<p>As above. Individual projects that may impact upon equality groups should be the subject of EIAs themselves with involvement/consultation as appropriate.</p>
<p>If any further data/consultation is needed and is to be gathered, please specify:</p>	<p>MSR consultation will be undertaken as appropriate.</p>
<p>5. IMPACT OF DECISIONS</p>	
<p>In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?</p>	<p>Outlining the Council's plan for managing budgets to better protect services should provide reassurance that local services are being carefully managed to facilitate their continuation. The plan can be provided in alternative formats on request. Impacts of changes resulting from individual actions will be dealt with by the relevant service.</p>
<p>6. CONSIDERING THE IMPACT</p>	
<p>If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).</p>	<p>Any initiatives within the plan that may impact upon equality groups should be subject to an individual EIA by the relevant service. The Council needs to achieve savings and this is increasingly difficult to achieve without impacting somehow on service delivery.</p>
<p>What actions do you plan to take to address any other issues above?</p>	<p><i>No actions.</i></p>
<p>7. MONITORING AND REVIEWING</p>	
<p>When will this assessment be reviewed and who will review it?</p>	<p>The assessment will be reviewed annually as part of the Business Plan refresh process. This will include review by the senior management team.</p>