

# Equality Impact Assessment Form



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| <b>Directorate:</b> Housing & Inclusion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Service:</b> Partnership & Performance                                                                                                                                                                                                                                |
| <b>Completed by:</b> Alison Grimes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Date:</b> 15 January 2018                                                                                                                                                                                                                                             |
| <b>Subject Title:</b> Council Plan 2018/19-2020/21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                          |
| <b>1. DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                          |
| Is a policy or strategy being produced or revised:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Yes                                                                                                                                                                                                                                                                      |
| Is a service being designed, redesigned or cutback:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | No                                                                                                                                                                                                                                                                       |
| 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:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | No                                                                                                                                                                                                                                                                       |
| 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 ( <b>Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations</b> ):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Yes                                                                                                                                                                                                                                                                      |
| <p>Details of the matter under consideration:<br/>           The assessment is for the Council Plan 2018/19 - 2020/21. The Council Plan reflects the Council's vision, values and priorities.</p> <p>The Council 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 sets well-defined priorities to be used during service planning and when shaping future budget decisions. 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 <b>Yes</b> to any of the above go straight to Section 3</i><br/> <i>If you answered <b>No</b> to all the above please complete Section 2</i></p> |                                                                                                                                                                                                                                                                          |
| <b>2. RELEVANCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                          |
| Does the work being carried out impact on service users, staff or Councillors (stakeholders):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Yes                                                                                                                                                                                                                                                                      |
| If <b>Yes</b> , provide details of how this impacts on service users, staff or Councillors (stakeholders):<br><i>If you answered <b>Yes</b> go to <b>Section 3</b></i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Delivery of the vision and priorities is through a variety of actions. Specifying priorities assists with managing resources. Outcomes and outputs will impact on a variety of customers, service users, communities, Councillors and employees depending on the action. |
| If you answered <b>No</b> to both Sections 1 and 2 provide details of why there is no impact on these three groups:<br><i>You do not need to complete the rest of this form.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                          |

| <b>3. EVIDENCE COLLECTION</b>                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?                                                                                                                                                                                         | Given the wide range of actions included in the Plan, there is unlikely to be a disproportionate effect on any single group with protected characteristics, or on any stakeholder group. The plan directly or indirectly impacts on all Council services and therefore all who work for the Council, those who use Council services or engage with the Council. Any actions that may impact upon equality groups should be subject to an individual EIA by the relevant service. |
| 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)?                                                                                                                        | As above.<br><br>The current wide-range of actions included in the whole plan across many service areas means that there is unlikely to be a 'most relevant' protected characteristics affected, or any particular group affected more than others. This may change with content in the lifetime of the plan.                                                                                                                                                                    |
| Which of the protected characteristics are most relevant to the work being carried out?<br>Age<br>Gender<br>Disability<br>Race and Culture<br>Sexual Orientation<br>Religion or Belief<br>Gender Reassignment<br>Marriage and Civil Partnership<br>Pregnancy and Maternity | No<br>No<br>No<br>No<br>No<br>No<br>No<br>No<br>No                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>4. DATA ANALYSIS</b>                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?                                                                                                                                   | The plan applies borough-wide and beyond. 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.                                                                                                                                                                                                                                                                                   |
| What will the impact of the work being carried out be on usage/the stakeholders?                                                                                                                                                                                           | By having a clear statement of priorities through the Plan, attention and resources can be effectively focussed on achieving the Council's core objectives. 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.                                                                                                                  |
| 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?                                                                                                         | Council priorities are informed by the Citizen/Stakeholder 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.                                                                                                                                                                                                                           |

## Appendix B

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|                                                                                                                                                                                                                             | <p>The most recent survey results are from the survey conducted in March 2017. 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, culture, marriage/ partnership, pregnancy/ maternity). The reason for levels of satisfaction is not explored.</p> <p>Responses to the Policy Options consultation (July-September 2017) also provided a wide range of views on the impact the policy options would have on Council services and around the financial constraints that the Council works within.</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?                                                 | As above. Individual projects that may impact upon equality groups should be the subject of EIAs themselves by the relevant service with involvement/consultation as appropriate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| If any further data/consultation is needed and is to be gathered, please specify:                                                                                                                                           | As above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>5. IMPACT OF DECISIONS</b>                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?                                                           | Outlining the Council's priorities should provide reassurance that resources are being carefully managed. There is unlikely to be a disproportionate effect on any single group with protected characteristics, or on any stakeholder group. 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.                                                                                                                                                                                                                                            |
| <b>6. CONSIDERING THE IMPACT</b>                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 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.). | Any initiatives within the plan that may impact upon equality groups should be subject to an individual EIA by the relevant service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| What actions do you plan to take to address any other issues above?                                                                                                                                                         | No actions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>7. MONITORING AND REVIEWING</b>                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| When will this assessment be reviewed and who will review it?                                                                                                                                                               | The assessment will be reviewed as part of the Council Plan annual refresh process. This will include review by the senior management team.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |