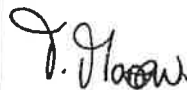



**EQUALITY IMPACT
ASSESSMENT/ ANALYSIS
(EqIA)**

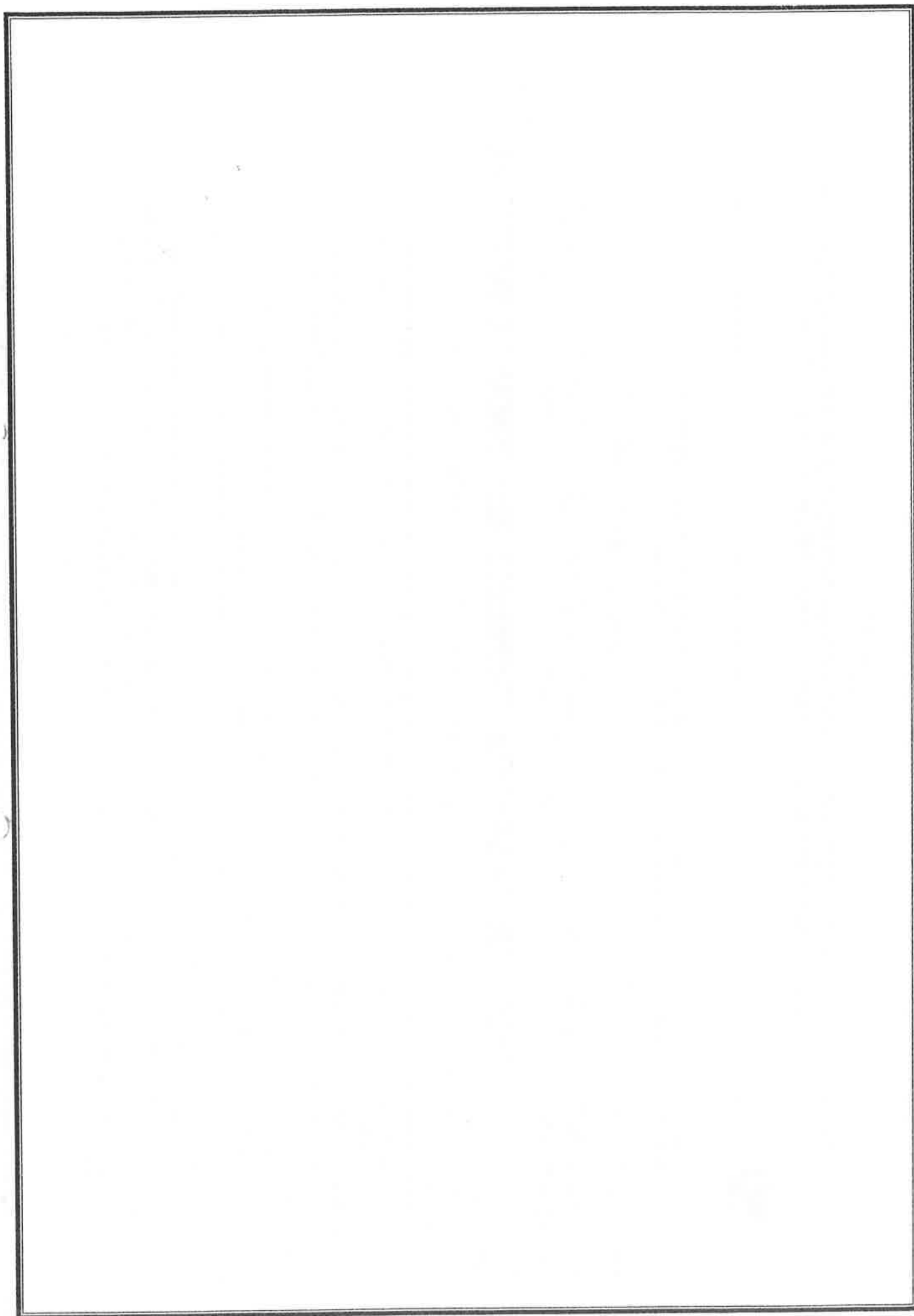
**Development of the OOP 2020 (2017 – 2020)
Version 2: November 2016**

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Corporate
Business Units/Service Area	County Wide
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New Plan
EqIA Review team – List of members	Customer & Transformation Board: David Carter, Monica Fogarty, John Dixon, Andy Hickmott, Tricia Morrison, John Betts, Marie Seaton, Elizabeth Abbott
Date of this assessment	28 th November 2016 – On-going
Signature of completing officer (to be signed after the EqIA has been completed)	Elizabeth Abbott
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Tricia Morrison Head of Performance &  John Betts Head of Finance
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	David Carter, Strategic Director for Resources Group

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Form A2 – Details of Plan/ Strategy/ Service/ Policy

<p>Stage 1 – Scoping and Defining (1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<ul style="list-style-type: none"> The primary aim and objective of the OOP 2020 is to have an Organisational Plan for Warwickshire that continues to be policy driven and is underpinned by sound financial, performance, customer insight and contextual information that will enable the Organisation to continue to move forward at a time of considerable challenge and austerity.
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<ul style="list-style-type: none"> The OOP 2020 will set out the Vision for Warwickshire County Council and the outcomes that it will be seeking to deliver for those who live, work and visit Warwickshire over the next 3 years2 (2017 – 2020) The OOP 2020 will focus on the redesign of the organisation and the role of local government and public services going forward and will draw on all the disciplines from across the Organisation
<p>(3) What are the expected outcomes?</p>	<p>The expected outcome is a single policy led Organisational plan which will deliver the following outcomes:</p> <ul style="list-style-type: none"> Clear & compelling Vision for Warwickshire: One that is understandable and communicated effectively so that everyone knows where the Organisation is going and what is expected of them and feels real to all. Agreed set of Outcomes: Enabling the Organisation to make sound business decisions that are clear and all effort is directed towards delivering them no matter how services are delivered. Agreed Purpose & Focus: Enabling the Organisation to be consistent and operate as one in the designing of services and organising itself to deliver the Council's identified priority outcomes and strategies. A balanced budget that is sustainable in the long term and one which enables the Council to allocate it reduced resources to achieve its priority outcomes and strategies.
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<ul style="list-style-type: none"> The expected benefits of the delivery of the OOP 2020 will be to ensure that Warwickshire's communities and individuals are supported to be safe, healthy and independent and that Warwickshire's economy is vibrant and supported by the right jobs, training and skills and infrastructure. The OOP 2020 will direct, inform and guide business unit/ service strategies and plans to delivering the Organisation's vision for Warwickshire and the Outcomes it is seeking to deliver and these will need to ensure that they consider all groups with protected characteristics and social inequalities

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Evidence Base

- An initial review and refresh of the evidence base underpinning the existing One Organisational Plan has been undertaken which drew on a wider expanse of information taking the Organisation to 2020. The initial paper set out a number of key messages in relation to economic growth / prosperity, dynamic & changing population, the environment, our customers and the future of WCC.
- In addition to this benchmarking analysis using the Grant Thornton Financial Toolkit and across our WCC family group has been undertaken. Benchmarking analysis has been carried out on the following areas:- Adult Social Care, Children's Social Care, Public Health, Waste, Transport, Learning & Education and an extract from the Resources and Fire and Rescue O&S Committee (January 2016) in relation to Fire and Rescue. The focus has been specifically in relation to performance, cost, demand and throughputs where the information is available.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

- This is a working document and consultation will continue throughout the process. As at the 28th November 2016, given the sensitive and confidential nature of the OOP 2020, Corporate Board, Customer & Transformation Board and Leadership Team have been engaged/ consulted with in detail.
- Member engagement has taken place and as at the end of November, the information shared to date has only covered the emerging saving options.
- Throughout the development of the One Organisational Plan 2020 consultation and engagement will be carried out at the appropriate level and will continue to reflect the sensitive and confidential nature of the savings proposals that are being developed as part of the plan. A detailed Consultation and Engagement Plan will be developed to reflect the phases of the Plan's development.

(3) Which of the groups with protected characteristics have you consulted with?

- As part of Phase 2, a Consultation, Communication & Engagement Plan has been developed covering:-
 - Members
 - Organisation / Stakeholders
 - Public/customers/ service users
 - Staff
- Engagement activity with Members of the Public commenced after the Leader's announcement on the 22nd September with the 'OOP 2020 Let's Talk programme'. Details of which will be shared with Cabinet on the 8th December.
- We will continue ensure there is equitable access to consultation for affected people regardless of their protected characteristics and will adapt our consultation methods accordingly.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.

RACE	DISABILITY	GENDER
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION

- As the development of the OOP 2020, is an evolving process, consultation has not yet taken place on the individual savings options and therefore we cannot determine what if any, adverse or negative impact the delivery of the OOP 2020 will have on the groups listed above. The delivery of the saving options may have an impact on all customers as a result to services changes. However, in the development of the specific savings options that will support the delivery of the OOP 2020, actions required to reduce or eliminate negative or adverse impact on any protected group will be identified and detailed in individual business case EIAs.

(2) If there is an adverse impact, can this be justified?

- The financial position of the authority is such that the change is inevitable. The amount of savings required by 2020 cannot be delivered without any negative impacts. By 2020, the authority will be a leaner organisation with both reformed services and new delivery models in places as services are transformed and redesigned. Throughout the period and despite the difficult decisions we will need to make, scarce resources will have to be aligned to the Council's Core Purpose and Outcomes in order to meet the critical needs of our communities going forward.
- As stated above, the authority has no choice but to find the savings needed to balance the budget

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

Customers and Communities

- Where difficult choices are needed we will deliver the changes sensitively, working with customers and communities to find alternative solutions to meet local needs.
- The associated savings options that will support the delivery of the OOP 2020 will identify where policy changes are needed and the authority is committed to undertaking consultation with customers and communities on these changes to ensure all options are explored and the adverse impacts on individuals and communities are minimised.

Staff

- Over half of the authority's spending each year is on staffing and we will use the workforce profile to help understand the impact of the savings. A range of policies and processes will be put into place to mitigate the impact on staff.

<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<ul style="list-style-type: none"> • Through engaging with our communities and stakeholders, the promotion of self-help wherever possible, continuing to ensure that the most vulnerable members of our communities are protected and safe from harm, providing universal services for all where it is right and proper to do so and valuing the contribution of the workforce, Warwickshire County Council will continue to promote equality for all and this is a central element in the development of the OOP 2020.
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done</p>	<ul style="list-style-type: none"> • Aligned with the above statement, Warwickshire County Council will continue to promote good relations between groups in terms of equitable access to services, equal treatment and ultimately equal outcomes both in terms of the development and subsequent implementation of the OOP 2020.
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<ul style="list-style-type: none"> • The development of the OOP 2020 may impact on access to services. However, in the development of the specific savings options that will support the delivery of the OOP 2020 any obvious barriers to accessing services will be identified and addressed accordingly.
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<ul style="list-style-type: none"> • The outcome of the consultation that will be undertaken as part of the development of the OOP 2020, as well as any service specific consultation, will determine with greater clarity what the negative consequences for health and wellbeing will be as a result of the Plan. • However, aligned with the promotion of equality of opportunity, one of the primary outcomes in the development of the plan is that Warwickshire's communities and individuals are supported to be safe, healthy and independent.
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<ul style="list-style-type: none"> • No specific actions in the development of the OOP 2020 will be taken to reduce or eliminate negative or adverse impact on population health. However, in the development of the specific savings options that will support the delivery of the OOP 2020, actions required to reduce or eliminate negative or adverse impact on the population's health will be identified and these will be detailed in individual business case EIAs.
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<ul style="list-style-type: none"> • The development of the OOP 2020 will not impact on the number of people needing access to health services but will have an impact on how services will be structured and delivered in the future. • However, in the development of the specific savings options that will support the delivery of the OOP 2020 and from service specific consultation, any actions required to mitigate any potential increase in the number of people needing to access health services will be identified and addressed accordingly.
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<ul style="list-style-type: none"> • The development of the OOP 2020 will seek to ensure that Warwickshire's residents are supported to be safe, healthy and independent and done so in tandem with the promotion of equality. Further details as to how this can be achieved will be identified from the specific savings options and any evidence will be identified in the associated EIAs.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

Action	Lead Officer	Date for completion	Resource requirements / Comments
Individual EIAs to be completed for each Savings Option	Heads of Service	All Savings Options EIA to be completed by 28 th November	Equality & Diversity Team is available to support the development and review of the EIAs.
Performance BU to Review in consultation with Corporate Equalities Team completed Savings Options EIA for any emerging themes, actions and any areas of concern	Sarah McClusky & Elizabeth Abbott	To be completed by 28 th November 9 th September	
OOP 2020 EIA to be reviewed and completed after general consultation	Sarah McClusky & Elizabeth Abbott	To be completed by 28 th November 2016	
OOP 2020 EIA & Individual EIAs for each Savings Option to be published as supporting documents to budget proposals	Elizabeth Abbott	To be published on CMIS by 6 th December	
Saving Option EIAs to be reviewed and completed after consultation	Head of Service	Subject to consultation period	

The OOP 2020 and final EIA will be reviewed as part of the strategic planning framework once the Plan has been implemented

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:


‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – CS 03 Trading Standards Reduction in Officer numbers and Service Re-design

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Community Services
Plan/ Strategy/ Policy/ Service being assessed	Funding reduction resulting in reduced staff numbers and service re-design
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Phil Evans
Date of this assessment	24/08/16
Signature of completing officer (to be signed after the EqIA has been completed)	Phil Evans
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Phil Evans
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 10/11/2016

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.	NO
---	----

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	A reduction in funding
(2) How does it fit with Warwickshire County Council's wider objectives?	The reduction in funding is required due to the Council's reduced financial resources
(3) What are the expected outcomes?	A different level of support being provided by Trading Standards
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	All – the Trading Standards Service is a universal service and open to all. It is now seeking more of a focus on persons with vulnerability and the this service redesign approved will need to consider how best to ensure all protected characteristics are assisted to positive outcomes.
Stage 2 - Information Gathering	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	The Council's overall approach to delivering savings has mandated a level of saving required across all Business Units
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	No
(3) Which of the groups with protected characteristics have you consulted with?	None

Stage 3 – Analysis of impact

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE Not completed at this stage</p>	<p>DISABILITY Not completed at this stage</p>	<p>GENDER Not completed at this stage</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>MARRIAGE/CIVIL PARTNERSHIP Not completed at this stage</p>	<p>AGE Not completed at this stage</p>	<p>GENDER REASSIGNMENT Not completed at this stage</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>RELIGION/BELIEF Not completed at this stage</p>	<p>PREGNANCY MATERNITY Not completed at this stage</p>	<p>SEXUAL ORIENTATION Not completed at this stage</p>
<p>No Impact has yet been identified.</p>	<p>See Later</p>		

<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Existing funding will continue to seek to support the promotion of equality</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Existing funding will continue to seek to support the promotion of good relations</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>None identified at this stage</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>None identified at this stage</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>No</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Should the proposal be accepted further work will be undertaken to fully consider the impact of reduced funding and any mitigation which may be undertaken should any negative consequences occur.	Phil Evans	Post decisions on funding	Not Yet known	

To be determined when a decision on funding is made

Please annotate your policy with the following statement:


An Equality Impact Assessment/ Analysis on this policy was undertaken on 16th November 2016 and will be reviewed on 10th February 2017.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – CS 04 Youth Justice Service – a service redesign focused on reactive court ordered activity with a reduction in staffing and management costs as a result

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Community Services
Plan/ Strategy/ Policy/ Service being assessed	Funding reduction
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Phil Evans
Date of this assessment	24/08/16
Signature of completing officer (to be signed after the EqIA has been completed)	Phil Evans
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Phil Evans
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 10/11/2016

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	A reduction in funding
(2) How does it fit with Warwickshire County Council's wider objectives?	The reduction in funding is required due to the Council's reduced financial resources
(3) What are the expected outcomes?	A withdrawal from preventative activity will likely result in more young persons coming into the criminal justice system. Whilst it cannot be guaranteed that less positive outcomes would arise for that individual it is likely.
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	This proposal will specifically impact on younger people (18 and under)
Stage 2 - Information Gathering	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	The Council's overall approach to delivering savings has mandated a level of saving required across all Business Units
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	No
(3) Which of the groups with protected characteristics have you consulted with?	None

Stage 3 – Analysis of impact

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE Not completed at this stage</p>	<p>DISABILITY Not completed at this stage</p>	<p>GENDER Not completed at this stage</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP Not completed at this stage</p>	<p>AGE Not completed at this stage but considered likely given the cohort supported by the current activity</p>	<p>GENDER REASSIGNMENT Not completed at this stage</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>RELIGION/BELIEF Not completed at this stage</p>	<p>PREGNANCY MATERNITY Not completed at this stage</p>	<p>SEXUAL ORIENTATION Not completed at this stage</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>See Later</p>		

No Impact has yet been formally identified.

<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Existing funding will continue to seek to support the promotion of equality</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Existing funding will continue to seek to support the promotion of good relations</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>None identified at this stage</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>None identified at this stage</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>No</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Should the proposal be accepted further work will be undertaken to fully consider the impact of reduced funding and any mitigation which may be undertaken should any negative consequences occur.	Phil Evans	Post decisions on funding	Not Yet known	

To be determined when a decision on funding is made

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:

An Equality Impact Assessment/ Analysis on this policy was undertaken on 16th November 2016 and will be reviewed on 10th February 2017.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CGEL04

Reduction of 25% to the information, advice and guidance budget (tracking post 16 destinations and identifying NEETs and Not Knowns).

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities Group
Business Units/Service Area	Education & Learning
Plan/ Strategy/ Policy/ Service being assessed	Information, Advice and Guidance. Tracking of Post 16 destinations and NEET re-engagement.
Is this is a new or existing policy/service?	Existing
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Sarah Bradwell
Date of this assessment	5 th September 2016
Signature of completing officer (to be signed after the EqIA has been completed)	S Bradwell
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Sally Taylor.</i>
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>[Signature]</i> 02/12/2016

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



<ul style="list-style-type: none"> • Those with their own child are more likely to be NEET than those without • Those who have a disability are more likely to be NEET than those who do not 	
<p>Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.</p>	NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<p>To achieve saving targets. To meet the local authorities' following statutory duties – to:</p> <ul style="list-style-type: none"> • encourage, enable and assist the participation of young people in education or training, including the most vulnerable and those at risk of disengaging; • promote the effective post-16 participation in education and training of young people in Coventry and Warwickshire; • have in place arrangements to identify those who are not participating
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The savings are part of the Council's OOPS 2020 savings plan.</p> <ul style="list-style-type: none"> - Proposed reduction of 25% to the information, advice and guidance budget (tracking post 16 destinations, identifying NEETs and Not Knowns) in the financial year 2019/2020. <p>This work also contributes to the following Education & Learning Business Unit strategies:</p> <ul style="list-style-type: none"> • Education Strategy

<p>(3) What are the expected outcomes?</p>	<p>We have recently tendered this work and awarded a contract for four years with effect from 01 May 2016. This has enabled us to make £91,000 of savings per year for the duration of the contract (£364k in total).</p> <p>If we reduce the contract value by 25% there is a risk that:-</p> <ul style="list-style-type: none"> • The numbers of 16-19 year old young people who are NEET could increase. • The numbers of young people aged 16-19 recorded as situation not known could increase. • We may not have the capacity to track all young people's post 16 destinations and report on a monthly basis to the DfE. • We could be vulnerable to DFE intervention if our performance declines. • No one would tender for this work, we would need to test the market. • Many school leavers who are not in education or training (NEET) are no longer developing their skills and thus are more likely to suffer from low pay at work both now and in the future.
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>N/A</p>
<p>Stage 2 - Information Gathering</p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Participation data. Demographic data. There is a risk that particular districts/wards in the county could be disadvantaged by this proposal. For example, a higher proportion of young people who are NEET live in Nuneaton and Bedworth.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>We have not yet consulted on the proposals.</p>

<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	None to date.		
<p>Stage 3 – Analysis of impact</p>	<p>Consultation has not yet taken place. If we complete any consultations then this section will reflect the results and impact of any inequalities.</p>		
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p>	RACE	DISABILITY	GENDER
<p>If yes, identify the groups and how they are affected.</p>	MARRIAGE/CIVIL PARTNERSHIP	AGE We have identified that the 16-19 age group is most impacted.	GENDER REASSIGNMENT
	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
<p>(2) If there is an adverse impact, can this be justified?</p>	N/A		

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Options include:-</p> <ol style="list-style-type: none"> 1. renegotiating a reduced contact value with the current provider or 2. re-tendering the work on a reduced budget. <p>The DfE have recently relaxed some of the tracking and reporting requirements for LAs in relation to 18 and 19 year olds. Therefore, we could remove this from the contract and potentially make some savings.</p> <p>Those eligible for free school meals, those who have been excluded from school, those with their own child and those who have a disability are more likely to be NEET. Working with key stakeholders (schools/colleges) to support the above vulnerable groups. To try and enhance aspirations and opportunities.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>N/A</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>N/A</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Many school leavers who are not in education or training (NEET) are no longer developing their skills and thus are more likely to suffer from low pay at work both now and in the future.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>N/A</p>

N/A

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Many school leavers who are not in education or training (NEET) are no longer developing their skills and thus are more likely to suffer from low pay at work both now and in the future.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqJA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 15th September 2016 and will be reviewed on 15th September 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG-EL-05

25% reduction in the budget for the ACE service

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Education and Learning Attendance, Compliance and Enforcement
Plan/ Strategy/ Policy/ Service being assessed	OOPS 2020
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Paul Fellows
Date of this assessment	12/09/16
Signature of completing officer (to be signed after the EqIA has been completed)	Paul Fellows
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Sally Taylor</i>
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>[Signature]</i> 02/12/2016

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

how.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Local Authorities have a duty to ensure that children of compulsory school age receive a suitable education and, where a child of compulsory school age is not in full-time education, the Local Authority is to establish the reasons why.

In Warwickshire this is delivered through the two arms of the Attendance, Compliance and Enforcement service. The traded service, as part of the Vulnerable Learners group, provides support to schools by enabling them to build capacity, buying time from a specialist Education Casework Officer. Through a process of audit/intake, assessment and intervention, the Attendance Compliance and Enforcement (ACE) service ensures that the LA is able to meet its statutory responsibilities in relation to school attendance.

As part of the Warwickshire County Council 2017-2020 One Organisational Plan the Attendance, Compliance and Enforcement service will have a 25% reduction in their budget by the year 2019-2020.

(2) How does it fit with Warwickshire County Council's wider objectives?

Support for pupils in schools is met through the traded arm of the ACE Service and is therefore dependent on schools choosing to subscribe to receive support. Compliance and Enforcement are delivered in accordance with the Code for Crown Prosecutors and therefore it must be within the public interest that it is fair and equitable to commence intervention. This area of the service requires clear evidence of the appropriate offer of support and intervention in cases that are referred by schools.

Savings made within the ACE team are part of the wider savings to be made by the Education and Learning Business Unit as part of Warwickshire's One Organisational Plan, specifically that resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership.

As ACE do not provide a service directly to the public the savings to be made do not impact on them

(3) What are the expected outcomes?

By 2019-2020 ACE will have achieved a 25% reduction in their budget. There will be no impact on the statutory services provided by the ACE team who will continue to be able to deliver the statutory requirement. Currently the AIC team offer all schools that have signed up to the Memorandum of Understanding an audit of attendance practice. It is likely that this offer will become part of the service traded offer in order to enable Audit, Intake and Communication Officers adequate time to meet their statutory duties.

N/a

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Stage 2 - Information Gathering

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>The information used in order to support the judgement of the service include:</p> <ul style="list-style-type: none"> • Vulnerable Learners Business Plan. • The Warwickshire County Council Code of Conduct. • Code for Crown Prosecutors • Education Act 1996 • Service data 			
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>N/a</p>			
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>N/a</p>			
<p>Stage 3 – Analysis of impact</p>				
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE No identified negative impact</p>	<p>DISABILITY No identified negative impact</p>	<p>GENDER No identified negative impact</p>	<p>GENDER REASSIGNMENT No identified negative impact</p>
<p>(2) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>MARRIAGE/CIVIL PARTNERSHIP No identified negative impact</p>	<p>AGE No identified negative impact</p>		

	RELIGION/BELIEF No identified negative impact	PREGNANCY MATERNITY No identified negative impact	SEXUAL ORIENTATION No identified negative impact
(2) If there is an adverse impact, can this be justified?	N/a The decision to continue with a prosecution is not based on the consideration of the presentation of any particular group		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	N/a Each decision to prosecute is taken in accordance with the Code for Crown Prosecutors in that it is fair and equitable to do so.		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	The ACE team have the ability to contribute to the promotion of equality through our mission, our principles and our objectives. ACE aims to build capacity in universal services and deliver direct targeted services to vulnerable children and their families. Delivery can include the initiation of CAF and signposting to Vulnerable Learners teams and any other agencies. ACE also work directly with the Priority Families team to provide information and support to families. The core business of the ACE service is to improve school attendance and prosecute parents/carers who knowingly fail to secure their child's attendance either at school or otherwise. Children supported by ACE are identified and therefore referred by schools. In order to promote equality the service uses a range of interventions. The savings made as part of the plan will not impact on this.		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	N/A		

<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>Access to attendance casework is through the traded service and therefore it is schools' choice whether or not to subscribed and therefore receive support.</p> <p>The statutory function of ACE has enabled all schools to receive a service on the agreement and signing of the Memorandum of Understanding. All schools that have signed the Memorandum of Understanding receive an attendance audit and can refer students to the ACE statutory team for enforcement and prosecution in line with the terms of the MOU.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>ACE support families to remove the barriers to education and this may include signposting to support for the wider family, including around issues such as mental health, substance misuse, housing, domestic abuse etc. This support is offered as part of the traded offer and so will continue to depend on whether schools subscribe to the service or otherwise.</p> <p>Wherever possible ACE will enable, promote and support positive wellbeing either directly or indirectly by signposting to appropriate services in order to address issues and concerns around negative consequences. This will be undertaken in accordance with any existing punitive measures.</p> <p>The savings to be made will not impact on these processes.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>ACE signpost families and schools to appropriate services to provide support for families regarding health issues that may impact on students attendance or act as a barrier to accessing school for example Ill Health Team, Education Casework Officers liaise regularly with services for example Children and Adolescent Mental Health Services and request medical consent form parents/carers to approach G.P's This will continue to be undertaken in accordance with any existing punitive measures.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No.</p> <p>Wherever possible ACE enables, promotes and supports positive wellbeing either directly or indirectly by signposting to appropriate services in order to address issues and concerns around negative consequences. This is undertaken in accordance with any existing punitive measures.</p>

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

N/a

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on September 15th 2016 and will be reviewed on September 2019





EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Option CG-EL-07 - Access & Organisation

Reduce planning costs, remove funding for vacant sites and new school costs

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Education and Learning - Access and Organisation
Plan/ Strategy/ Policy/ Service being assessed	
Is this is a new or existing policy/service?	Existing
If existing policy/service please state date of last assessment	No previous Assessment completed
EqIA Review team – List of members	
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	Sarah Mills
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO There is no requirement to complete an assessment at this time as the identified savings by use of EYS rental income, will not impact upon any specific community. The rental income has been used previously to support small capital projects, this will now fall under the agreements in the section 106 and CIL agreements
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 02/12/2016

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



John Taylor
John Taylor
Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

<u>Stage 1 – Scoping and Defining</u>	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	
(2) How does it fit with Warwickshire County Council's wider objectives?	
(3) What are the expected outcomes?	
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	
<u>Stage 2 - Information Gathering</u>	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	
(3) Which of the groups with protected characteristics have you consulted with?	

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE

DISABILITY

GENDER

MARRIAGE/CIVIL PARTNERSHIP

AGE

GENDER REASSIGNMENT

RELIGION/BELIEF

PREGNANCY MATERNITY

SEXUAL ORIENTATION

(2) If there is an adverse impact, can this be justified?

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

OOP 17-20 Cost savings to the Salaries, Overheads and Administration Budget



(

2

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Public Health
Plan/ Strategy/ Policy/ Service being assessed	Cost savings to Leadership and Administration Budget
Is this is a new or existing policy/service?	Existing
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Ann Gill Kate Woolley
Date of this assessment	09/08/16
Signature of completing officer (to be signed after the EqIA has been completed)	Ann Gill <i>A. Gill</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	John Linnane <i>John Linnane</i>
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans <i>Phil Evans</i> 10/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.

NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Public Health is about improving and protecting the health of groups of people, rather than about treating individual patients.

This budget covers the salaries, overheads and administration costs of the Public Health Department. Savings from this budget will be met by the natural wastage of staff retiring and the move to becoming more digitally aware.

(2) How does it fit with Warwickshire County Council's wider objectives

Warwickshire County Council continues to face extreme financial challenges, and needs to identify an additional £67m over the next 3 years (2017 to 2020) as a result of reductions in Government grant, inflation and additional demographic pressures.

In responding to these challenges, we need to review our existing 2014-18 One Organisational Plan looking at our key outcomes and, our redesign activity together with identifying additional savings over the period 2017 to 2020.

The growing gap between resources and needs can only be met by taking a radically different approach that requires whole council transformation with cultural change at its heart.

(3) What are the expected outcomes?

The expected outcome of staff retiring will be a re-structure of the Public Health Dept. The Public Health function will still meet all of the framework indicators promoting health and wellbeing throughout Warwickshire.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

The health and wellbeing in all of the protected groups will continue.

Stage 2 - Information Gathering

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>The re-structure of the department will involve a consultation process which will be administered following advice from our colleagues in the HR Department</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>Warwickshire HR Department</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>n/a</p>

Stage 3 – Analysis of impact

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p>	<p>RACE NO</p>	<p>DISABILITY NO</p>	<p>GENDER NO</p>
<p>If yes, identify the groups and how they are affected.</p>	<p>MARRIAGE/CIVIL PARTNERSHIP NO</p>	<p>AGE NO</p>	<p>GENDER REASSIGNMENT NO</p>

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
(2) If there is an adverse impact, can this be justified?	NO	NO	NO
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	An adverse impact is not expected		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	Following due process any affected staff members will be supported as a result of any changes to roles and/or responsibilities.		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	n/a		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	n/a		
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?	Following due process any affected staff members will be supported as a result of any changes to role and/or responsibilities.		

<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>n/a</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>n/a</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

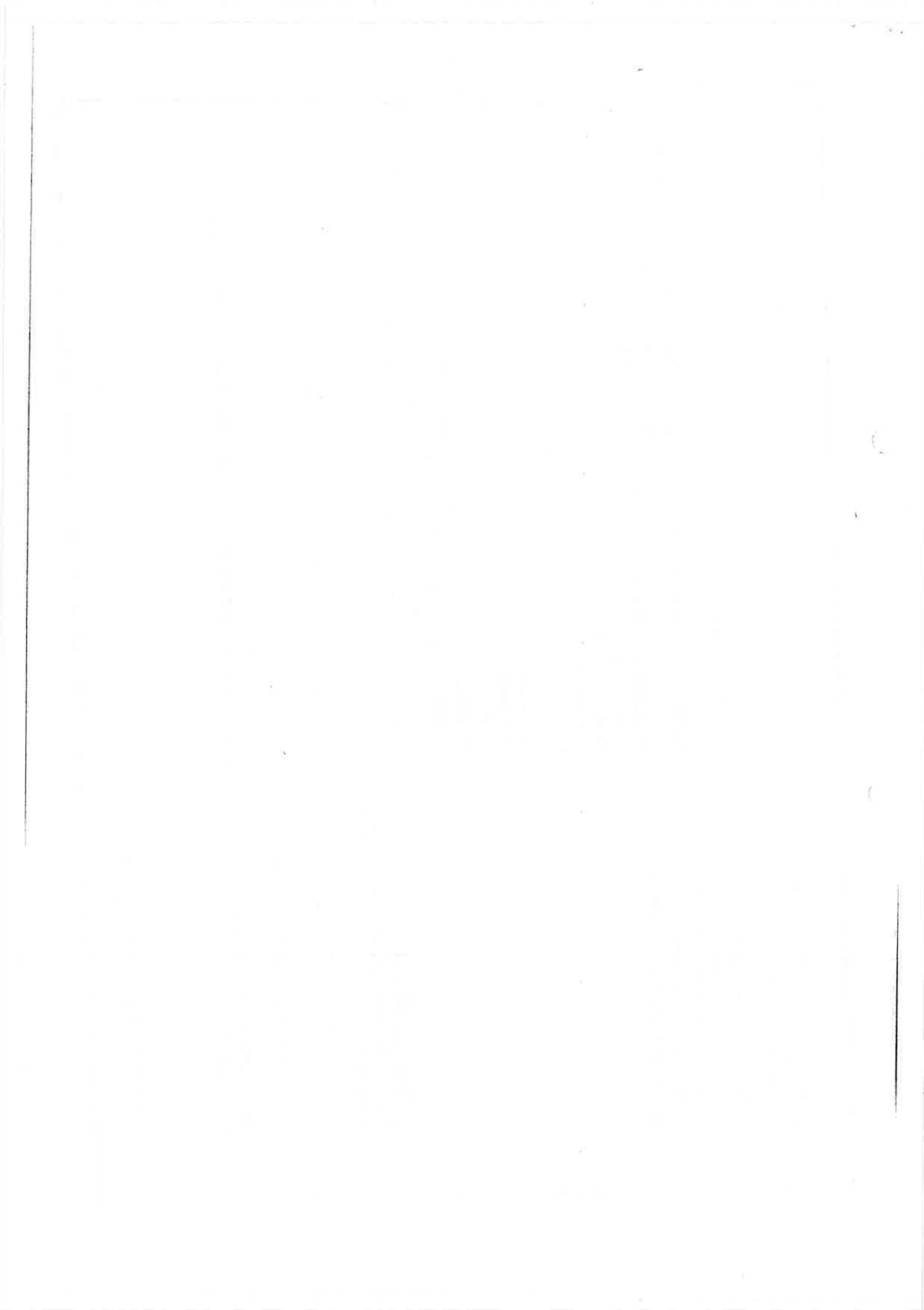
EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Management of change plan will be developed in line with all WCC HR policies and due process will be followed.	John Linnane	2017-2020	N/A	

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 03 November 2016 and will be reviewed on 03 November 2019.'





EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Specifications for adults, children & young people's community and inpatient drug and alcohol treatment services.



REPUBLIC OF THE PHILIPPINES


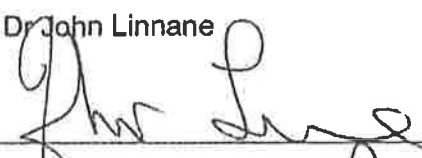

DEPARTMENT OF EDUCATION

(

(

|

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities Group
Business Units/Service Area	Substance Misuse Team
Plan/ Strategy/ Policy/ Service being assessed	Specifications for adults, children & young people's community and inpatient drug and alcohol treatment services.
Is this is a new or existing policy/service?	Existing service
If existing policy/service please state date of last assessment	Date of last assessment: 12.01.11
EqIA Review team – List of members	Amanda Burn & Will Johnston
Date of this assessment	15.07.16
Signature of completing officer (to be signed after the EqIA has been completed)	Amanda Burn 
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No Initial assessment to support planning of consultation process on draft service specifications, EIA to be updated during and after consultation process.
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Dr John Linnane 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans  10/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



*Working for
Warwickshire*

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

	Relevance/Risk to Equalities									
Business Unit/Services:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)	
State the Function/Policy /Service/Strategy being assessed:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Specifications for adults, children & young people's community and inpatient drug and alcohol treatment services.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how. There will be anticipated positive impacts of the service redesign to ensure wider community access to the service to all those people with substance misuse problems.										YES
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain										YES

how. If the person or the person they care for has a substance misuse problem, the service will be accessible to them to support treatment and recovery.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

In December 2010, the government launched a new National Drug Strategy: "Reducing demand, restricting supply, building recovery: supporting people to live a drug free life." The strategy presents a new approach to drug treatment by placing the focus of the recovery and outcomes rather than on harm reduction and maintenance. It also covers severe alcohol dependency and advocates an integrated approach to treatment provision.

In order to meet these statutory requirements, a new service was commissioned in 2011 and consisted of two core treatment and recovery services, to support adults, children and young people with substance misuse problems. The delivery model was explicitly designed to take account of a wide range of needs, in a bid to reduce the health inequalities and poor health outcomes traditionally associated with this group. Both contracts are due to expire on 30 November 2017 with an exemption from CSOs in place until 30 April 2018.

The Council has identified the need to make around £92million savings by 2018 and have developed a four year savings plan the 'One Organisational Plan' (2014 -18). With an anticipated 20% budget cut over the next 2 years, and in order to continue to meet the needs of people with substance misuse problems in Warwickshire the existing service will require remodelling with a focus on meeting outcomes, quality and value for money.

The aim of the service is to deliver an integrated, seamless provision of treatment and care for adults and their carers/families with a dependency on drugs and/or alcohol. The service will offer a range of clinical and non-clinical interventions aimed at promoting sustainable recovery and reintegration. The service will support objectives of tackling health inequalities and reducing levels of drug and alcohol related crime. The service will cover the local authority area of Warwickshire.

(2) How does it fit with Warwickshire County Council's wider objectives?

OOPs savings plan 2014-2018

The council's core purpose is to 'develop and sustain a society that looks after its most vulnerable members, delivers appropriate, quality services at the right time, and seeks opportunities for economic growth and innovation.'

To achieve the following outcomes:

- Our communities and individuals are safe and protected from harm and are able to remain independent for longer.
- The health and wellbeing of all in Warwickshire is protected.

Also fits with wider corporate objective of protecting the community and making Warwickshire a safer place to live.

This is one of the programmes which falls under the Public Health Warwickshire domains and is specifically outlined in the commissioning priorities for 2016.

The Public Health Domains are:

- Improving the wider determinants of health
- Health improvement
- Health protection
- Healthcare public health and preventing premature mortality

<p>(3) What are the expected outcomes?</p>	<p>The expected outcomes of the service are:</p> <ul style="list-style-type: none"> ▪ Freedom from dependence on drugs or alcohol ▪ Prevention of drug related deaths and blood borne viruses ▪ A reduction in crime and re-offending ▪ Sustained employment ▪ The ability to access and sustain suitable accommodation ▪ Improvement in mental and physical health and well-being ▪ Improved relationships with family members, partners and friends ▪ The capacity to be an effective and caring parent ▪ Equality of opportunity in accessing the services for a more diverse group of people
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>Individuals and their families with a drug and/or alcohol dependency will benefit from the service. Indirectly, the service will benefit the wider community through a reduced risk of harm.</p>
<p><u>Stage 2 - Information Gathering</u></p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>National legislation/statutory guidance:</p> <ul style="list-style-type: none"> - National Drug Strategy 2010 - 'reducing demand, restricting supply, building recovery: supporting people to live a drug-free life' <p>Warwickshire's Drug and Alcohol needs assessment updated 2016. Local and national data from a variety of sources such as PHE, the treatment services themselves, data that looks at local and national trends in drug use and users has been used to identify gaps in service provision and to inform the service redesign.</p>

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

A short consultation exercise was undertaken during April and May 2016 with key stakeholders including existing service users and their families, partners, providers and practitioners to inform the updated needs assessment. Four on line surveys were developed for different stakeholders: customers/families, providers, practitioners and partners together with face to face engagement with service users and their families.

Following analysis of responses there were a number of emerging themes from the consultation process which included:

- Barriers to service users accessing mental health services and support.
- Cycles of dependency through generations of the same family.
- Need for flexible & responsive wraparound services available to meet individual's needs across the county.

This feedback was considered together with the findings of the updated needs assessment when developing the draft service specifications. Further planned, broader consultation will be undertaken to obtain stakeholders views on the proposed new service specifications and will take into account of a wide range of stakeholder views including customers, their families. The EIA will be updated with the outcomes of the broader consultation with specific detail once the consultation is completed.

(3) Which of the groups with protected characteristics have you consulted with?

To inform the Needs Assessment review, existing customers, their families, providers, practitioners, and partners from health, social care and voluntary and community sector organisations and agencies. This would have encompassed all protected characteristic groups supported with equality monitoring data collected during the consultation process.

The planned consultation process to gather views on the service specifications will involve a range of different engagement methods to ensure that all groups with protected characteristics have an opportunity to put forward their views with further equality data collected as part of the consultation process.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected, could add some detail here

RACE	DISABILITY	GENDER
BME & emerging populations Refugees and asylum seekers Gypsy and traveller populations		
MARRIAGE/CIVIL PARTNERSHIP	AGE Younger drinkers (aged 18-24) Student populations Older People (aged 55+years)	GENDER REASSIGNMENT
RELIGION/BELIEF	PREGNANCY MATERNITY Service users with dependent children	SEXUAL ORIENTATION Lesbian, gay, bisexual, and transgender communities

(2) If there is an adverse impact, can this be justified?

This initial EIA identifies the following groups/populations as potentially having an adverse impact based on the findings of the updated needs assessment and short consultation exercise, but this will be explored further through the wider planned consultation on the service specifications with targeted inclusion of these groups within the consultation plan to ensure that there are opportunities for these groups to put forward their views.

The new service specification places additional focus on meeting identified unmet needs. However, financial resources are limited and there will inevitably be people that cannot be reached by our services, particularly in the case of ensuring access across all urban and rural areas in Coventry and Warwickshire. Opportunities will be explored to provide outreach community provision in the urban and rural areas of most need to ensure that people are able to access the service.

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

Ensure these groups are included in the consultation plan for wider consultation on the draft service specifications ensuring as many people as possible are able to put forward their views. This would provide further evidence as to which particular groups may be negatively impacted by the new service.

Ensure that the new service specifications include a number of new initiatives and working practices to increase service access thereby reducing any adverse impact. This will be closely monitored during quarterly contract review meetings with service providers and throughout the lifetime of the contract and if necessary action taken to address this issue with the provider.

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

Throughout the specification there are requirements for the service provider to be aware of and respond to the needs of under-represented and specific vulnerable groups, as listed on the previous page.

Specific requirements include:

- Prior to the commencement of the service, the provider will develop action plans (to be reviewed annually with commissioners) on improving treatment access, appropriateness and effectiveness for the listed under-represented and specific vulnerable groups
- Advice and information will be targeted at the under-represented and specific vulnerable groups
- Assessment and appointments will be available in a range of settings and at times to suit the needs of specific groups of service users e.g. those in employment, parents with childcare difficulties
- Outreach provision will increase access to a number of specific groups, particularly those in rural communities and with transport difficulties.
- Information will be made available in a variety of accessible formats
- Interpretation and translation services will be used when required

The provider is asked to undertake an Equality Impact Assessment on annual basis to identify further improvements required.

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

It is anticipated that the new service model will promote and advocate a community based recovery model which will support community cohesion and integration.

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

Location/geography – the rural nature of Warwickshire presents a challenge to the delivery of the service. Those without their own transport or access to public transport networks are particularly disadvantaged. The new service will address this barrier through the development of outreach provision.

Communication and information – historically, information and advice has been delivered in English and in written/verbal format. This may be a barrier to individuals accessing the service for whom English is not their first language, those who have a visual or hearing impairment or those with learning difficulties/disabilities. The new service will take this into account by preparing material in a variety of formats and by utilising interpreting and translation services when required.

Service operating times – current services operate during or slightly outside office hours. This goes against the recovery agenda as it can discriminate against people who are actively engaged in training or employment. The new service will be required to offer more flexible opening arrangements in order to achieve the recovery outcomes and provide greater accessibility for those with training and / or employment obligations.

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

The Drug and Alcohol Service will aim to have positive consequences for health and wellbeing for service users and their families, supporting a positive approach to recovery within the community, including a range of wraparound support to ensure they are able to lead healthy and more fulfilling lives.

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

See Needs assessment

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

No, the aim of the service is a preventative approach of early identification of people with substance misuse problems and the offer of a range of community focussed treatment and recovery options to suit the needs of the individual. It is anticipated that this will lead to a reduction in the number of A & E and hospital admissions and subsequent need to access health services.

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Yes, the service will be accessible to anyone who has a substance misuse problem and their families across Warwickshire. The recently updated needs assessment and data from Public Health England provides further evidence to support the commissioning of a community based recovery model.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqJA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Ensure broader consultation plan includes consultation with those protected characteristic groups who may potentially be negatively impacted by new service.	Amanda Burn/Will Johnston	Actual dates for consultation to be confirmed ? Sept 2016 – Jan 2017	Project team to support consultation process, analysis and interpretation.	
Ensure that the new service specifications include a number of new initiatives and working practices to increase service access thereby reducing any adverse impact.	Amanda Burn/Will Johnston	March 2017 - tbc	D & A commissioners	
Quarterly contract review meetings with service providers and throughout the lifetime of the contract to address any issue with the provider	Amanda Burn/Will Johnston	From March 2018 onwards	D & A commissioners	

(2) Review and Monitoring
State how and when you will monitor policy
and Action Plan

The service will commence in March 2018. Performance management meetings will take place monthly where provision against the requirements of the service specification will be monitored and performance against key indicators will be challenged.

Annual Equality Impact Assessments will be undertaken by the service provider in conjunction with the commissioners.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Specialist Smoking Cessation Service and Smoking in Pregnancy Service

THE UNIVERSITY OF CHICAGO
LIBRARY

THE UNIVERSITY OF CHICAGO
LIBRARY

(

)

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Public Health
Plan/ Strategy/ Policy/ Service being assessed	Specialist Smoking Cessation Service and Smoking in Pregnancy Service
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing service
EqIA Review team – List of members	Sue Wild
Date of this assessment	31/10/2016
Signature of completing officer (to be signed after the EqIA has been completed)	<i>Sue Wild</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES
Name and signature of Head of Service (to be signed after the EqIA has been completed)	John Linnane <i>John Linnane</i>
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans <i>Phil Evans</i> 10/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/ priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

Relevance/Risk to Equalities									
Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)
Smoking in Pregnancy Service	✓		✓	✓	✓	✓	✓	✓	✓
Smoking Cessation Service	✓		✓	✓	✓	✓	✓	✓	
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how. By aligning the Smoking in Pregnancy service to maternity services smoking in pregnancy advisers will be able to work more closely with midwives which will ensure greater accessibility for pregnant smokers who experience the most health inequalities. The online Quit4Good service will be available to those smokers who are most geographically disadvantaged or who are least likely to seek support from a GP practice or pharmacy									YES
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.									NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	To support the delivery and development of Stop Smoking Services in Warwickshire, including the delivery of specialist stop smoking support to pregnant women and their families.
(2) How does it fit with Warwickshire County Council's wider objectives?	<p>This meets the following County Council's objectives to improve the health and wellbeing of its communities:</p> <ul style="list-style-type: none"> • Our communities and individuals are safe and protected from harm and are able to remain independent for longer • The health and wellbeing of all in Warwickshire is protected • Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership

(3) What are the expected outcomes?

Reduce the number of smokers in Warwickshire through the achievement of 4-week quitter targets. Increase the number of pregnant smokers who are referred to the Smoking in Pregnancy service and subsequently quit smoking

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Pregnant women and their families
People with disabilities who are more likely to smoke

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Behavioural insights research into smoking and pregnancy completed in Warwickshire in 2014.
Tobacco control profiles
NICE guidance on commissioning for smoking cessation
NCSCCT guidance of the latest evidence relating to the commissioning, delivery and monitoring of stop smoking services

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?
 A Smoking Cessation needs assessment is currently being undertaken which includes smoking surveys of users, smokers and providers.

(3) Which of the groups with protected characteristics have you consulted with?
 Pregnant smokers

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE No	DISABILITY No	GENDER No
MARRIAGE/CIVIL PARTNERSHIP No	AGE No	GENDER REASSIGNMENT No
RELIGION/BELIEF No	PREGNANCY MATERNITY No	SEXUAL ORIENTATION No

<p>(2) If there is an adverse impact, can this be justified?</p>	<p>No adverse impact</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Smoking in Pregnancy (SiP) service will be aligned to maternity services which will ensure greater accessibility for pregnant smokers A Quit4Good online smoking cessation service will be available which provides smokers with support to stop smoking</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The SiP service will be targeting the most in need of support to stop smoking The online Quit4Good service will be available to those smokers who are most geographically disadvantaged, smokers with a disability and their carers who smoke and those who are least likely to seek support from a GP practice or pharmacy</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Alignment of the SiP service with maternity services will promote good relations between SiP advisers, midwives and pregnant women</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No obvious barriers</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>The positive consequences of aligning the Smoking in Pregnancy service with maternity services are that SiP advisers will work alongside midwives allowing greater access to smoking cessation support for pregnant smokers who experience the most health inequalities. The negative consequences are an increased demand for the SiP service</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>By ensuring that all midwives receive brief intervention training for smoking will help manage demand for the SiP service and the provision of online support will ensure that smokers are provided with an alternative source of support</p>

No

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Alignment of the SiP service will increase accessibility for pregnant smokers who experience the most health inequalities

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

The service will be reviewed at the end of the contract

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 31/10/16 and will be reviewed on 30/10/19.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

**Public Health Services
Healthwatch Warwickshire**


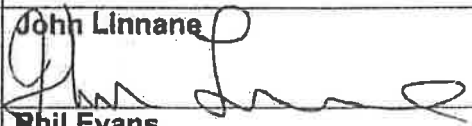
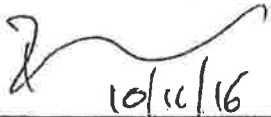
THE UNIVERSITY OF CHICAGO
LIBRARY

6

3

1891

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Public Health
Plan/ Strategy/ Policy/ Service being assessed	Healthwatch Warwickshire
Is this Is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing Service
EqIA Review team – List of members	Emily Fernandez Paula Mawson
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	Emily Fernandez 
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES / NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	John Linnane 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans  10/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Public Health Warwickshire currently funds the Healthwatch service. The core functions of Healthwatch Warwickshire include:

- Gathering views and experiences of service users of health and social care.
- Making these views known, both locally and nationally as appropriate.
- Promoting and supporting involvement in commissioning of health services and provision of care services.
- Where appropriate, recommend investigation or special review of services via Healthwatch England to the CQC.
- Provide or signpost to advice and information with regard to access to services.
- Enable access to NHS Complaints Advocacy Services.

Going forward, the intention is to align the future commissioning of Healthwatch with NHS Complaints Advocacy and General Health Advocacy, and as such, this EqIA should be read in conjunction with the Advocacy EqIA.

(2) How does it fit with Warwickshire County Council's wider objectives?

The services contribute to 3 of the County Council's outcomes:

- Our communities and individuals are safe and protected from harm and are able to remain independent for longer
- The health and wellbeing of all in Warwickshire is protected
- Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership

The expected outcomes have developed and changed since the initiation of the contract. Currently, Healthwatch report against impacts made against the Quality Statements, as issued by Healthwatch England:

- Strategic Context and Relationships – Having a strong understanding of the

strengths and weaknesses of the local health and social care system is critical to the success of local Healthwatch.

- Community Voice and Influence – Local Healthwatch enable local people to have their views, ideas and concerns represented as part of the commissioning, delivery, re-design and scrutiny of health and social care services.
- Making a Difference Locally – A local Healthwatch needs to formulate views on the standard of health and social care provision and identify where services need to be improved by formally or informally collecting the views and experiences of the members of the public who use them.
- Informing People – A core part of the role of local Healthwatch is to provide advice about local health and social care services to the public.
- Relationship with Healthwatch England – Local Healthwatch work with Healthwatch England to enable people's experiences to influence national commissioning, delivery, and the re-design of health and social care services.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

All people with protected characteristics should benefit from opportunities to access Healthwatch services.

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Examples of information used to help future planning for the commissioning of these services includes:
 -Performance management data from existing services.
 -Healthwatch England guidance
 -Local Government Association Advocacy Services guidance
 -Social Care Institute for Excellence Guidance

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

A consultation and engagement plan for Healthwatch Warwickshire and Advocacy Services is in production, and will be actioned through Autumn 2016.

<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>Consultation will include people with protected characteristics, particularly people with disabilities.</p>			
<p><u>Stage 3 – Analysis of impact</u></p>				
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>NO</p>	<p>DISABILITY</p> <p>NO</p>	<p>GENDER</p> <p>NO</p>	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>NO</p> <p>AGE</p> <p>NO</p> <p>GENDER REASSIGNMENT</p> <p>NO</p> <p>RELIGION/BELIEF</p> <p>NO</p> <p>PREGNANCY MATERNITY</p> <p>NO</p> <p>SEXUAL ORIENTATION</p> <p>NO</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>All service providers will be expected to produce, implement and review an Equality Impact Assessment for the Healthwatch services and this will be monitored through performance management data and contract review meetings with commissioners to ensure that people with protected characteristics are able to access and utilise the services commissioned.</p>			

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

As part of the tendering process, providers will be required to demonstrate their understanding of equality and diversity and their response will be assessed within the quality criteria, including the requirement for an equalities policy. Throughout the life of the contract, providers will be expected to deliver the service in line with the Public Sector Equality Duty, in which all providers are required to meet the General Equality Duty aims which are:

- Eliminate unlawful discrimination
- Advancing Equality of opportunity
- Fostering good relations

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

These services are particularly targeted to the most vulnerable in our communities and will therefore take account of accessibility in terms of where it is delivered, times of delivery, appropriate venues to meet customer need and communication needs and preferences.

Healthwatch are particularly skilled in targeting the seldom heard, who are often the most vulnerable groups, therefore the existing services have a strong equalities focus and this will be a key requisite when Public health shape the new tender specification.

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

The service is available for all groups, and equitable access will be provided regardless of any protected characteristics. Services are provided within hospital or general community settings and as such there may be opportunities to foster good relations between group – eg challenging stigma towards people with mental health problems or people accessing cancer services in and out of hospital services.

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

Providers will need to demonstrate that they can provide services to meet the communication needs of different individuals or their carers, particularly when they are unwell e.g ensure access to an interpreter, ability to communicate effectively with people with learning disabilities.

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

The purpose of the delivery of these services is to improve population health and wellbeing (please see response to question 3 for full details), by allowing service users to assert themselves in the health and social care system, giving them a voice and supporting them to influence the commissioning of health and social care services that affect them personally.

<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>By aligning the commissioning of NHS Complaints Advocacy and General Health Advocacy to Healthwatch Warwickshire, we intend to strengthen the links to ensure that population health in Warwickshire is more protected, not less.</p> <p>Healthwatch Warwickshire is involved in several strategic functions at a county level, for example, Health and Wellbeing Board and Adult Health overview and Scrutiny. This is agreed under both legislation and a shared MOU which outlines the expectations on the interactions of each of the groups/organisations. All of these functions operate at a population level and their ultimate aim is to reduce adverse impact on their health and wellbeing needs of the general population.</p> <p>In relation to Mental Health Advocacy, the provider is expected to be an active member of the Warwickshire Mental Health Co-production and Participation Group, facilitated by Public Health, which aims to identify emerging population level issues with service provision and raise such issues with the Arden Mental Health Commissioners group. As such, this should ensure that population health is protected by these services.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>The Healthwatch service should not increase the number of people accessing health services, but it should enable those who already are to participate more fully in their care planning, treatment and discharge thus maximising the outcomes they achieve, or directly influencing the commissioned services they access.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>The Healthwatch service is commissioned to protect and support the most vulnerable members of our communities, and as such, they form part of a planned response to reducing health inequalities.</p> <p>Following the tender and the proposed combination of Healthwatch and NHS Complaints Advocacy and General Health Advocacy, this strengthens Public Health's position in terms of reducing health inequalities.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring

State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Consultation on proposed models	Paula Mawson / Emily Fernandez	January 2017	TBC	
Service specification	Paula Mawson	April 2017	TBC	
Invitation to Tender	Paula Mawson / Emily Fernandez	June 2017	TBC	

The plan will be reviewed bi-monthly as part of the project documentation until a new provider has been appointed. We will agree appropriate review periods post contract award with the provider.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)


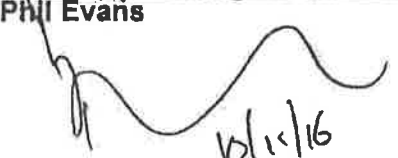
**Public Health Services
Community Dietetics Service**



4

6

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Public Health
Plan/ Strategy/ Policy/ Service being assessed	Public Health Services Community Dietetics
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing Service
EqIA Review team – List of members	Kate Sahota Kate Woolley Sue Wild Fran Poole
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	Fran Poole
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES/ NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	John Linnane 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans  12/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

	Relevance/Risk to Equalities									
Business Unit/Services:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)	
State the Function/Policy /Service/Strategy being assessed:	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Service Community Dietetics	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.	YES									
<p>There is an opportunity to shift the emphasis of the service from a treatment focused one to a preventative health outcomes focused one to reduce the year on year increase in demand to the current service and reduce health inequalities through evidencing health improvement outcomes. New referral criteria will ensure that all priority groups, children and adults, can access a service which meets their individual needs and evidences health improvement outcomes. An enhanced model will ensure that service users are referred to specialist services such as Fitter Futures Warwickshire, for example giving service users improved choice and accessibility to a range of services. This enhanced service will have a greater benefit to vulnerable groups especially children age 0-5 and older people.. (Public health Outcomes Framework, Commissioning Excellent Nutrition and Hydration 2015 to 2018, NICE Quality Standard 24 for Dietetics)</p> <p>Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how. The proposal will benefit carers to have a wider choice of specialist services for the person they care for and for themselves. It will also give carers improved skills and knowledge around the dietary needs of the person they care for and their own needs.</p>	YES									

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

To improve the health of the Warwickshire population through preventing nutrition based ill health and improving the skills and knowledge around nutrition in frontline workers across Warwickshire

To deliver a service which is:

- Prevention focused
- Relevant to the health needs of the Warwickshire population including all priority groups
- Gives communities the skills to self-manage their nutritional requirements to stay healthy
- Refers the Warwickshire population to other lifestyle service including all priority groups
- Has health improvement outcomes at the heart of the service
- Is accessible in Warwickshire communities for all priority groups

(2) How does it fit with Warwickshire County Council's wider objectives?

The services contribute to 3 of the County Council's outcomes:

- Our communities and individuals are safe and protected from harm and are able to remain independent for longer
- The health and wellbeing of all in Warwickshire is protected
- Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership

(3) What are the expected outcomes?

- Promote healthy lifestyles and work with communities to build and use the strengths within those communities to improve health and well-being and reduce inequalities
- Improve population physical and mental health
- Reduce feelings of loneliness and isolation
- Reduce number of hospital admissions
- Reduce numbers of people recorded as being malnourished and/or dehydrated

- Reduce the prevalence of obesity in the population
- Increase numbers of people referred to other healthy lifestyle service
- Improve nutrition in the population
- Improved maternal mental health and wellbeing

This will benefit all groups with protected characteristics

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

As part of a reviews of the current community dietetics service the following has been completed:

- A detailed needs assessment for children, adults and older people
- Engagement with service users
- Engagement with frontline professionals

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Further consultation is planned in April/May 2017

(3) Which of the groups with protected characteristics have you consulted with?

Further consultation is planned in April/May 2017. All groups and frontline workers working with groups with protected characteristics will be consulted with.

Stage 3 – Analysis of impact

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	RACE	DISABILITY	GENDER
	NO	NO	NO
	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
	NO	NO	NO
	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
	NO	NO	NO

(2) If there is an adverse impact, can this be justified?

A countywide consultation will take place in April/May 17 to minimise the impact and ensure any particular groups are not discriminated against.

The commissioner will ensure through the service specification that providers are equipped to deliver an all-inclusive service and seek solutions where specialist health professional input is required.

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

As part of the tendering process, providers will be required to demonstrate their understanding of equality and diversity and their response will be assessed within the quality criteria, including the requirement for an equalities policy. Throughout the life of the contract, providers will be expected to deliver the service in line with the Public Sector Equality Duty, in which all providers are required to meet the General Equality Duty aims which are:

- Eliminate unlawful discrimination
- Advancing Equality of opportunity
- Fostering good relations

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

The service will take account of accessibility in terms of where it is delivered, times of delivery, appropriate venues to meet customer need

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

The service is available for all groups, and equitable access will be provided regardless of any protected characteristics.

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

The service will be integrated with other healthy lifestyle services including Fitter Futures Warwickshire so where there are difficulties in accessing services (for example mobility issues for a disabled person to attend a weight management session), visits can take place in the home. The provider must also ensure there is access to an interpreter if English isn't their first language.

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

The purpose of the delivery of these services is to improve population health and wellbeing.

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

The review of these services has and will continue to engage a range of stakeholders. The needs assessment undertaken highlighted gaps in service provision and recommended service improvement based on best practice, for example reducing demand for the service, increasing the availability of the service in communities, increasing the methods of accessing the service, increasing the emphasis on promoting and maintaining good mental and emotional mental health.

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

The service is likely to identify people who have additional health needs and will signpost them to the most appropriate health professional or other healthy lifestyle service. We would not want to mitigate this as the purpose of the service is to ensure people are accessing services as early as possible in order to reduce the longer term impact of health needs.

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

A core aim of the service is to provide additional support for those priority groups who need it most (i.e. training for frontline workers working with older people), with prevention and early intervention as key elements in reducing health inequalities.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Consultation on proposed models	Fran Poole	May 2017	TBC	
Service specification	Fran Poole	September 2017	TBC	
Invitation to Tender	Fran Poole	November 2017	TBC	

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

The plan will be reviewed bi-monthly as part of the project documentation until a new provider has been appointed. We will agree appropriate review periods post contract award with the provider.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 18 August 2016 and will be reviewed as required when and if significant changes are made to the service in terms of contract value and service delivery.'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Public Health Advocacy Services:
NHS Complaints Advocacy,
General Health Advocacy,
Independent Mental Health Advocacy.

THE UNIVERSITY OF CHICAGO

PHILOSOPHY DEPARTMENT

PHILOSOPHY 101

LECTURE NOTES

BY [Name]

DATE [Date]

TOPIC [Topic]

SECTION [Section]

LECTURE [Lecture]

DATE [Date]

BY [Name]

PHILOSOPHY DEPARTMENT

PHILOSOPHY 101

LECTURE NOTES

BY [Name]

DATE [Date]

TOPIC [Topic]

SECTION [Section]

LECTURE [Lecture]

DATE [Date]

BY [Name]

PHILOSOPHY DEPARTMENT

PHILOSOPHY 101

LECTURE NOTES

BY [Name]

DATE [Date]

TOPIC [Topic]

SECTION [Section]

LECTURE [Lecture]

DATE [Date]

BY [Name]

PHILOSOPHY DEPARTMENT

PHILOSOPHY 101

LECTURE NOTES

BY [Name]

DATE [Date]

TOPIC [Topic]

SECTION [Section]

LECTURE [Lecture]

DATE [Date]

BY [Name]


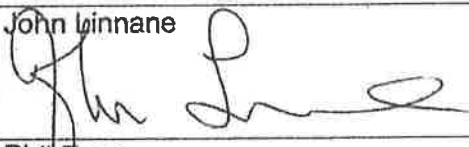
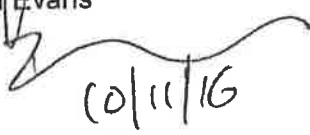
PHILOSOPHY DEPARTMENT

PHILOSOPHY 101

LECTURE NOTES

BY [Name]

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Public Health
Plan/ Strategy/ Policy/ Service being assessed	Public Health Advocacy Services: NHS Complaints Advocacy, General Health Advocacy, Independent Mental Health Advocacy.
Is this Is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing Service
EqIA Review team – List of members	Paula Mawson Charlotte Gath Emily Fernandez
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	Paula Mawson 
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES/ NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	John Linnane 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Phil Evans  10/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

	Relevance/Risk to Equalities									
Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)	
NHS Complaints Advocacy	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
General Health Advocacy	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Independent Mental Health Advocacy	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.										YES
Public Health funds three Advocacy Services to enable some of the most vulnerable people living in Warwickshire to be aware of and protect their rights whilst receiving NHS funded health care. Two of the services are statutory services: NHS Complaints and Independent Mental Health Advocacy (helps to support and protect people on statutory mental health act sections in-hospital). As such, all of these services impact on social inequalities. General Health Advocacy is targeted to individuals with particularly complex needs who need additional support to voice their needs, particularly at the point of discharge from hospital.										
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain										YES

how.

By continuing to fund and commission these services, carers will be assured that their family members have access to support to enable them to exercise their rights and be heard in relation to their treatment, care or complaints, thus supporting carers.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Public Health funds three Advocacy Services which are complimentary to those funded and commissioned via the People Group:

NHS Complaints Advocacy is a statutory service which local authorities have responsibility for the commissioning of. Its purpose is to support individuals who wish to make and resolve a complaint about healthcare provided or funded by the NHS.

General Health Advocacy is a non-statutory service that is targeted to individuals with particularly complex needs, including people with physical disabilities or learning disabilities, who are receiving health services. Its purpose is to enable individuals who would find it difficult to communicate their needs, to be involved in planning their care, treatment or discharge.

The intention with NHS Complaints Advocacy and General Health Advocacy is to align the future commissioning of these services with Healthwatch Warwickshire, and as such, this EqIA should be read in conjunction with the Healthwatch EqIA.

Independent Mental Health Advocacy (IMHA) is focused on people receiving mental health treatment. Statutory IMHA is commissioned for people who are detained under certain sections of the Mental Health Act, and it exists to enable people to understand the legal provisions that they are subject to and the rights and entitlements they are entitled to whilst they are detained. This element of provision is enhanced with two non-statutory elements: In-hospital IMHA which is available to all mental health inpatients to enable them to express their views and participate in their care / treatment planning and discharge, and Community IMHA which is available to people receiving mental health treatment in community settings who require support and safeguards in order to remain within the community and become as independent as possible.

The savings plans outlined in the OOP2 should all be achievable through service re

design and re-alignment to achieve efficiencies, and as such it is not expected that availability or access to services will change for service users.

<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The services contribute to 3 of the County Council's outcomes:</p> <ul style="list-style-type: none"> • Our communities and individuals are safe and protected from harm and are able to remain independent for longer • The health and wellbeing of all in Warwickshire is protected • Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership
<p>(3) What are the expected outcomes?</p>	<p>Patients accessing NHS funded or provided healthcare will feel supported to:</p> <ul style="list-style-type: none"> • contribute to their care, treatment or discharge planning; • be aware of their rights and entitlements whilst detained under the mental health act • make and resolve a complaint about NHS funded healthcare.
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>All people with protected characteristics should benefit from opportunities to access advocacy services.</p>
<p><u>Stage 2 - Information Gathering</u></p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Examples of information used to help future planning for the commissioning of these services includes:</p> <ul style="list-style-type: none"> -Performance management data from existing services. -Local Government Association Advocacy Services guidance -Social Care Institute for Excellence Guidance
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>A consultation and engagement plan for Advocacy Services and Healthwatch Warwickshire is in production, and will be actioned through Autumn 2016.</p>

<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>Consultation will include people with protected characteristics, particularly people with disabilities.</p>			
<p>Stage 3 – Analysis of impact</p>				
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>NO</p>	<p>DISABILITY</p> <p>NO</p>	<p>GENDER</p> <p>NO</p>	
	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>NO</p>	<p>AGE</p> <p>NO</p>	<p>GENDER REASSIGNMENT</p> <p>NO</p>	
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>RELIGION/BELIEF</p> <p>NO</p>	<p>PREGNANCY MATERNITY</p> <p>NO</p>	<p>SEXUAL ORIENTATION</p> <p>NO</p>	
<p>All service providers will be expected to produce, implement and review an Equality Impact Assessment for the advocacy services and this will be monitored through performance management data and contract review meetings with commissioners to ensure that people with protected characteristics are able to access and utilise the services commissioned.</p>				

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>As part of the tendering process, providers will be required to demonstrate their understanding of equality and diversity and their response will be assessed within the quality criteria, including the requirement for an equalities policy. Throughout the life of the contract, providers will be expected to deliver the service in line with the Public Sector Equality Duty, in which all providers are required to meet the General Equality Duty aims which are:</p> <ul style="list-style-type: none"> - Eliminate unlawful discrimination - Advancing Equality of opportunity - Fostering good relations
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>These services are particularly targeted to the most vulnerable in our communities and will therefore take account of accessibility in terms of where it is delivered, times of delivery, appropriate venues to meet customer need and communication needs and preferences.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>The service is available for all groups, and equitable access will be provided regardless of any protected characteristics. Services are provided within hospital or general community settings and as such there may be opportunities to foster good relations between group – eg challenging stigma towards people with mental health problems.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>Providers will need to demonstrate that they can provide provision to meet the communication needs of different individuals particularly when they are unwell eg ensure access to an interpreter, ability to communicate effectively with people with learning disabilities.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>The purpose of the delivery of these services is to improve population health and wellbeing (please see response to question 3 for full details), by allowing people to participate in their care and treatment planning and discharge, and by helping them to make and resolve complaints about NHS funded care.</p>

<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>By aligning the commissioning of NHS Complaints Advocacy and General Health Advocacy to Healthwatch Warwickshire, we intend to strengthen the links to ensure that population health in Warwickshire is more protected, not less.</p> <p>In relation to Mental Health Advocacy, the provider is expected to be an active member of the Warwickshire Mental Health Co-production and Participation Group, facilitated by Public Health, which aims to identify emerging population level issues with service provision and raise such issues with the Arden Mental Health Commissioners group. As such, this should ensure that population health is protected by these services.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>These services should not increase the number of people accessing health services, but it should enable those already are to participate more fully in their care planning, treatment and discharge thus maximising the outcomes they achieve.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>Advocacy Services are commissioned to protect and support the most vulnerable members of our communities, and as such, they form part of a planned response to reducing health inequalities.</p>

Stage 4 – Action Planning, Review & Monitoring

EqIA Action Plan

If No Further Action is required then go to –
Review & Monitoring

Action	Lead Officer	Date for completion	Resource requirements	Comments
Consultation on proposed models	Paula Mawson /Emily Fernandez	January 2017	TBC	
Service specification	Paula Mawson	April 2017	TBC	
Invitation to Tender	Paula Mawson / Emily Fernandez	June 2017	TBC	

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

The plan will be reviewed bi-monthly as part of the project documentation until a new provider has been appointed. We will agree appropriate review periods post contract award with the provider.

Please annotate your policy with the following statement:


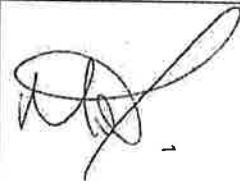
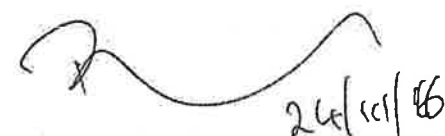
‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 03 Commissioning of the cycle training service to an external provider

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Transport and Economy
Plan/ Strategy/ Policy/ Service being assessed	Cycle Training
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing service area
EqIA Review team – List of members	Philippa Young Katrina Pedlar
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Mark Ryder
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 24/10/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



*Working for
Warwickshire*

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Relevance/Risk to Equalities														
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)						
Cycle Training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.												<input type="checkbox"/>	NO		
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.												<input type="checkbox"/>	NO		

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	To commission out the provision of cycle training across Warwickshire
(2) How does it fit with Warwickshire County Council's wider objectives?	Links to Warwickshire County Council's road safety policy contained within Local Transport Plan 3 (LTP3)
(3) What are the expected outcomes?	The proposal will reduce the current costs of service provision and increase the number of 'clients' being trained.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	None
--	------

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	Discussions/visits and considerations of different service provision models from other Local Authorities
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	Yes – Portfolio Holder

(3) Which of the groups with protected characteristics have you consulted with?	None
---	------

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE No	DISABILITY No	GENDER No
MARRIAGE/CIVIL PARTNERSHIP No	AGE No	GENDER REASSIGNMENT No
RELIGION/BELIEF No	PREGNANCY MATERNITY No	SEXUAL ORIENTATION No
None		

(2) If there is an adverse impact, can this be justified?

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The commissioning of the service will not affect current service equality.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>n/a</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No barriers – In fact the new providers have greater market penetration in terms of access to organisations and groups</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Positive benefits of increased numbers of clients being trained should lead to a reduction in the number of cycle related road traffic collisions and potentially increase confidence in cycling and therefore increase number of people choosing to cycle.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>n/a</p>

<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>No</p>
<p>Stage 4 – Action Planning, Review & Monitoring</p>	<p>If No Further Action is required then go to – Review & Monitoring</p> <p>(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p> <p>(2) Review and Monitoring State how and when you will monitor policy and Action Plan</p>

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).

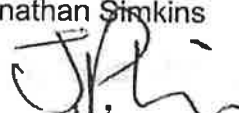

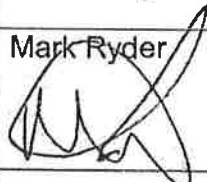



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 5 Increased income as a result of pricing changes in Design Services, bringing our charges in line with the sector norm

CG – TE 7 Maximise the extent to which the operational costs of design work of schemes is financed by the capital allocated for a specific scheme

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Transport and Economy/Design Services
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Options CG- TE 5 & 7
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New proposal
EqIA Review team – List of members	Jonathan Simkins, Group Manager, Design Services
Date of this assessment	15/08/16
Signature of completing officer (to be signed after the EqIA has been completed)	Jonathan Simkins  3/11/16
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO  29/11/16
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Mark Ryder  7/11/16
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 2/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities														
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)						
State the Function/Policy /Service/Strategy being assessed:															
CG – TE 5 Increased income as a result of pricing changes in Design Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CG – TE 7 Recharge of cost to capital projects in Design Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.															NO
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.															NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<p>Savings of £200,000 in Design Services through (1) increasing income by £100,000 through pricing changes (i.e. making small increases in hourly rates for professional services charged to construction projects); (2) Recharging £100,000 costs (currently funded by revenue) to capital projects.</p>
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The County Council's OOP 2020 savings objectives (Reductions in Government grants, inflation and demographic pressures mean the council must make savings amounting to around £67 million by 2020.)</p>
<p>(3) What are the expected outcomes?</p>	<p>(1) Increase in Design Services' budgeted surplus of £100,000 (2) Reduction in General Functions budget of £100,000</p>
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>None (Changes proposed are financial/administrative and will affect the costings of infrastructure projects. They will not cause service changes, so they will not benefit or cause disbenefit to any protected group.)</p>

Stage 2 - Information Gathering

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>None</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>None</p>

None

(3) Which of the groups with protected characteristics have you consulted with?

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE	DISABILITY	GENDER
None	None	None
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
None	None	None
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
None	None	None

N/A

(2) If there is an adverse impact, can this be justified?

N/A

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

N/A

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

N/A

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

N/A

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

N/A

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

N/A

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

N/A

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

N/A

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan – No action required

Action	Lead Officer	Date for completion	Resource requirements	Comments

Operation of proposal will be monitored through management of budgets. No equality review or monitoring required as there is no direct linkage to equalities.

Please annotate your policy with the following statement:


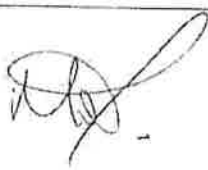

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on 15 August 2016 and will be reviewed on 15 August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 10 Increased income from the permit scheme for working on the highway as a result of systems development efficiencies and a more targeted site inspection regime will ensure compliance with permit scheme approvals

Equality Impact Assessment/ Analysis (EqIA)

Group	Transport Planning
Business Units/Service Area	Transport & Economy
Plan/ Strategy/ Policy/ Service being assessed	Operational Changes to the Highway Permit Scheme for Warwickshire
Is this is a new or existing policy/service?	Existing policy / service.
If existing policy/service please state date of last assessment	4 January 2016
EqIA Review team – List of members	Mike Peet Keith Davenport
Date of this assessment	18 August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 17/08/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The aim of the Streetworks function is to effectively manage and co-ordinate works in the public highway. A highway permit scheme was introduced in March 2015 which enabled the County Council to exercise greater control over works in the highway, which allows greater emphasis on safety at roadworks, particularly important to people having to travel along the road network. Operational changes planned include the use of mobile technology for site inspections, changes to the frequency of inspections and how they are targeted.

(2) How does it fit with Warwickshire County Council's wider objectives?

The highway permit scheme supports the aim for Warwickshire's communities to have excellent communications and transport infrastructure as it enables greater control of work in the highway and reduces the impact and duration of those works.

(3) What are the expected outcomes?

The operational changes will improve the efficiency of service delivery and enable further income to be generated, which supports the OOP2020 savings plan.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

The existing policy provides WCC with greater control over works in the public highway.

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

DfT research and guidance on highway permit scheme; discussions with other local authorities that have implemented a highway permit scheme; discussions at other groups (Highways Authorities and Utilities Committee).

Statutory undertakers
Other Councils

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

(3) Which of the groups with protected characteristics have you consulted with?

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE

No

DISABILITY

No adverse impact expected as the permit scheme provides greater control over temporary traffic management, which will assist people with disability when walking around roadworks locations.

GENDER

No

MARRIAGE/CIVIL PARTNERSHIP

No

AGE

No adverse impact expected as the permit scheme provides greater control over temporary traffic management, which will assist younger and older negotiate around roadworks.

GENDER REASSIGNMENT

No

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
(2) If there is an adverse impact, can this be justified?	No	No	No
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	There are no adverse impacts expected from the operational changes to the existing permit scheme.		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	No negative impact expected.		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	No effect on group relationships.		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	Notification of temporary road closures is undertaken by the Streetworks Team. Utility companies / contractors are responsible for informing the public on major projects. www.roadworks.org is the database that enables people to view current and planned roadworks in the County.		

<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>No likely consequences.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>No adverse impact expected.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>No impact.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

The current permit scheme EqIA is planned for a three year review in January 2016.

Action	Lead Officer	Date for completion	Resource requirements	Comments
Further review of EqIA	Mike Peet	4.1.2019	Existing staffing	

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

The scheme will be monitored following implementation at regular Board Meetings. An Equality Impact Assessment/ Analysis on the existing permit scheme was undertaken on 4 January 2016 and will be reviewed on 4 January 2019. The operational changes associated with this proposal were assessed on 18 August 2019 and will be reviewed in three years.

Please annotate your policy with the following statement:




'An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE11 Increased income targets to reflect current activity from Section 184 and Minor Works, Section 38 Agreements and pre application advice for highways

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities Group
Business Units/Service Area	Transport & Economy – Planning & Development and Flood Risk Management
Plan/ Strategy/ Policy/ Service being assessed	Increasing income targets in Planning and Development, and introduction of pre-application charges in Flood Risk Management
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Increasing Income targets – existing policy. Introduction of Pre-application charges – new policy
EqIA Review team – List of members	Belinda Blake and Pam Neal
Date of this assessment	11th August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES / NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.

YES/ NO

The proposals to increase the income targets are not going to impact on individuals as they will affect businesses/developers/consultants predominately. Therefore a full EQIA is not necessary.

The introduction of pre-application charges in Flood, by virtue of the type of application that is considered by the LLFA under it's statutory role, will affect businesses/developer/consultants and not individual households/individual. Therefore a full EQIA is not necessary.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

(2) How does it fit with Warwickshire County Council's wider objectives?

(3) What are the expected outcomes?

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

(3) Which of the groups with protected characteristics have you consulted with?

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE	DISABILITY	GENDER
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION

(2) If there is an adverse impact, can this be justified?

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your policy with the following statement:


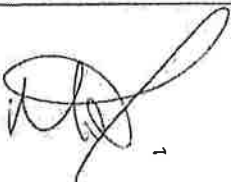
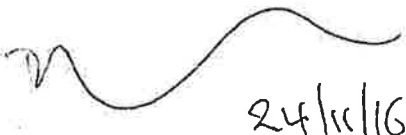
‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).’



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 17 Increase in on-street parking charges

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Transport and Economy
Plan/ Strategy/ Policy/ Service being assessed	Civil Parking Enforcement – Parking Charges
Is this is a new or existing policy/service?	Existing service area
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Philippa Young Garry Palmer
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Mark Ryder
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 24/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



*Working for
Warwickshire*

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Increase in current price for the provision of on street parking. Charges have not been increased for some years, are low in comparison with neighbouring authorities and the differential “off street” to “on street” (low/high) requires attention.

(2) How does it fit with Warwickshire County Council’s wider objectives?

Links to Warwickshire County Council’s parking policy contained within Local Transport Plan 3 (LTP3). Consideration will have to be given to the knock on effect of price increases on town centre economies. This will feature in the business case for change.

(3) What are the expected outcomes?

The proposal will create a price differential between on and off street parking which is an objective within the policy to encourage motorists to utilise off street parking provision. This helps with the effective management of traffic demand and flow.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

None

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Benchmarking in regard to pricing from Borough District Councils and neighbouring Local Authorities.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Price increases are not consulted on but consideration is given to fairness/ comparison with other areas and off street charges and impact on local economy.

(3) Which of the groups with protected characteristics have you consulted with?

None

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE	No	DISABILITY	No	GENDER	No
MARRIAGE/CIVIL PARTNERSHIP	No	AGE	No	GENDER REASSIGNMENT	No
RELIGION/BELIEF	No	PREGNANCY MATERNITY	No	SEXUAL ORIENTATION	No

(2) If there is an adverse impact, can this be justified?

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>NA</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The application of price increases is equitable for all road users.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>n/a</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No barriers</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>No impact</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>n/a</p>

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence? No

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).

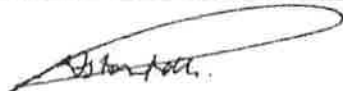
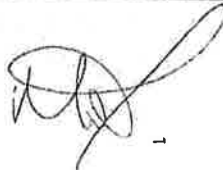



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 6 Increased income from the current portfolio of business centres as a result of sustained higher levels of occupancy and through pro-active measures to improve service quality to enable increased rents in line with market conditions

CG – TE 19 Increased income by developing portfolio of business centres, creating new units in areas of demand to support local economic growth and generate a positive financial return to the Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Transport & Economy
Business Units/Service Area	Economy & Skills
Plan/ Strategy/ Policy/ Service being assessed	CG – TE 19 & 6
Is this is a new or existing policy/service?	n/a
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	David Ayton Hill
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES / NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Mark Ryder
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 16/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



pro-active tool for economic development in the local area. We are also seeking to better integrate business support into the centres to help tenant businesses expand and growth, and to link business start-up support with the Centres. The activity could therefore improve economic activity in these more deprived areas, generating new employment and increased incomes for residents that could help reduce social inequalities.

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.

YES/ NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

To generate additional income for WCC by maximising income generating opportunities within the existing Business Centres Portfolio, and by investing in new development opportunities to complement and expand this portfolio.

(2) How does it fit with Warwickshire County Council's wider objectives?

The activity helps support economic and employment growth and therefore meets one of the key outcomes of the One Organisational Plan ("Our economy is vibrant, residents have access to jobs, training and skills development"). The activity also seeks to ensure a positive net return on the Council's investments, and therefore supports another key outcome ("Resources & services are targeted effectively and efficiently").

(3) What are the expected outcomes?

Increased income for WCC; improved services for tenants of our business centres to help them grow and develop, and increased capacity to support local economic development and business growth, leading to economic and employment growth.

The service is intended to be of benefit to all groups equally.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Research and data on business formation rates by gender, race and age. Evidence shows that successful businesses can be formed by any social demographic group, and there are no discernible differences for high growth companies. Data does suggest that entrepreneurial activity is lower for females than males, and lower in more deprived areas, and they both groups benefit from targeted intervention (although not necessarily different activity – just more targeted and accessible). Our recent Warwickshire Rural Growth Network had a target of 50% of new businesses created to be women led to ensure this group were positively supported by the programme – final outturn showed that 65% of businesses created were women led.

Review of tenants within our Business Centres show no discernible variation or barriers to entry by social demographic group.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	None			
(3) Which of the groups with protected characteristics have you consulted with?	n/a			
Stage 3 – Analysis of impact				
(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.	None	None (Business Centres are accessible)	None	None
	None	None	None	None
	None	None	None	None

<p>(2) If there is an adverse impact, can this be justified?</p>	<p>n/a</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Part of our strategy for the Business Centres is to ensure integration with business support programmes, including an "inclusive enterprise" project designed to promote and support enterprise activity within deprived areas, and a project focussed on supporting women-led businesses in technology based industries. Business Centres made accessible to people with disabilities.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Business Centres promote engagement, networking and interaction between tenants, which can promote and support good relations between groups.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>n/a</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>N/a</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>N/a</p>

No

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

n/a

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Undertake diversity monitoring of all new tenants, and distribute form to all existing tenants. Review findings initially by Business Centres Project Board, and then on an ongoing basis by Business Centres Management Team.

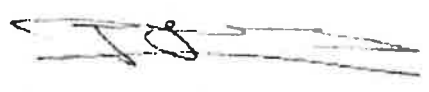
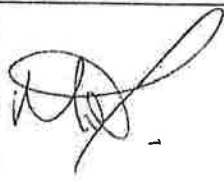
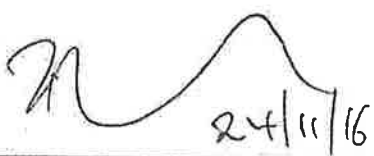
'An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

CG – TE 02 Road Safety – a reduction in staffing levels as a result of amalgamation of two teams of groups & functions

Equality Impact Assessment/ Analysis (EqIA)

Group	Communities
Business Units/Service Area	Transport and Economy
Plan/ Strategy/ Policy/ Service being assessed	Traffic & Safety Group
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing service area
EqIA Review team – List of members	Philippa Young
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Mark Ryder
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	 24/11/16

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



*Working for
Warwickshire*

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities										
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)		
State the Function/Policy /Service/Strategy being assessed:											
CG – TE 2 Management and Organisation Changes	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.											NO
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.											NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

Group restructure to better reflect service delivery priorities

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

(2) How does it fit with Warwickshire County Council's wider objectives?

Operational efficiencies are considered preferred to cuts to frontline services

(3) What are the expected outcomes?

The proposal will reduce the number of posts within the group through efficiency savings.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

None

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Internal business review established viability of this efficiency saving

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Yes – Portfolio Holder, Head of Service and staff

(3) Which of the groups with protected characteristics have you consulted with?

None

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

There is only one person in this work area.

RACE
No

DISABILITY
No

GENDER
No

MARRIAGE/CIVIL PARTNERSHIP
No

AGE
No

GENDER REASSIGNMENT
No

RELIGION/BELIEF
No

PREGNANCY MATERNITY
No

SEXUAL ORIENTATION
No

(2) If there is an adverse impact, can this be justified?

The business case for change indicates that a service that will reach more people is achievable for less cost

Early engagement with the member of staff affected to mitigate negative impact
(This has been successful)

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

N/A

n/a

No barriers

None

None

n/a

No

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

--	--	--	--	--	--	--	--	--	--

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Children and Families Savings Plans Overview

PG-CF-01	CLA (children looked after) (Placement numbers reductions)
PG-CF-02	(Reduction of management capacity)
PG-CF-03	(Admin staff + supplies & services savings)
PG-CF-03	(Reduction in the legal costs across early help services)
PG-CF-04	(Regional adoption agency staffing)
PG-CF-05	(Priority families staffing & infrastructure reductions)
PG-CF-06	(EDT staffing reduction)
PG-CF-07	(Financial support for families at risk)
PG-CF-08	(Removal of Triple P training)
PG-CF-09	(Children's Centres - a further 25% cut in funding)
PG-CF-10	(Change in Placement mix of CLA)
PG-CF-11	(Reduction in the legal costs of court work)
PG-CF-12	(Reductions in staff travel costs)
PG-CF-13	(Reduction in external residential placement costs)
PG-CF-14	(Reduce the cost of psychological assessments)
PG-CF-15	(Income generation)
PG-CF-16	(Delaying the pregnancy strategy)

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Children and Families
Plan/ Strategy/ Policy/ Service being assessed	OOP2020 Savings Proposals
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New savings proposals
EqIA Review team – List of members	
Date of this assessment	19.08.2016 Reviewed 02.11.16
Signature of completing officer (to be signed after the EqIA has been completed)	<i>E. Coles</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	Yes
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Beate Wagner</i> Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Chris Lewington <i>C. Lewington</i>

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/ priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities											
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)			
State the Function/Policy /Service/Strategy being assessed:												
PG-CF-01 CLA (children looked after) (Placement numbers reductions)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PG-CF-02 (Reduction of management capacity)	✓			✓	✓	✓	✓					✓
PG-CF-03 (Admin staff + supplies & services savings)	✓		✓	✓	✓	✓	✓			✓		
PG-CF-03 (Reduction in the legal costs across early help services)		✓		✓	✓		✓			✓		
PG-CF- 04 (Regional adoption agency staffing)	✓	✓	✓	✓	✓	✓	✓			✓		✓
PG-CF- 05 (Priority families staffing &		✓		✓	✓		✓			✓		✓

Yes – Measures to reduce the number of children who are looked after and changes to the placement mix will affect carers of children and young people with disabilities. The proposals are designed to offer a better service and to allow more children to remain with their families of origin or – where this is not possible – to remain in local placements.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The purpose of the Children and Families Business Unit is to provide support for children with additional and complex needs and their families. The business unit will drive forward our work to develop a seamless and responsive provision for children, young people and families in need of help and protection to access the right support at the right time.

The business unit is committed to seeking to support children and young people within their families wherever it is safe to do so, and where this is not achievable, as close to home as possible.

The business unit comprises of the following main service areas:

- Family and Parenting Support
- Lead agency for the Multi Agency Safeguarding Hub (MASH)
- Children’s social work services, including fostering and adoption and SEND
- Priority Families
- Targeted Support for Young People

The business unit is required to make substantial savings as part of the OOP2020 savings plan.

(2) How does it fit with Warwickshire County Council's wider objectives?

The business unit provides services to deliver the corporate outcomes:

Our communities and individuals are safe and protected from harm and are able to remain independent for longer

- Our vulnerable individuals are safe, protected from harm and independent for longer
- Our children live in safe and supportive families

• The health and wellbeing of all in Warwickshire is protected

- Our residents are happy and have good levels of mental and physical health
- Young people understand the choices available to lead healthy lives

• Our economy is vibrant, residents have access to jobs, training and skills development

- Our young people are supported to meet their needs and aspirations

• Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned or in partnership

- High quality needs based public services are deployed effectively and efficiently no matter how they are provided
- Our staff are highly skilled and supported
- Risk and change is managed effectively.

These proposals aim to continue to protect the most vulnerable, whilst recognising that resources need to become increasingly more targeted.

<p>(3) What are the expected outcomes?</p>	<p>The outcomes for the business unit are:</p> <ul style="list-style-type: none"> • Children and young people are supported to remain safely in their own families, and where this is not possible, in local alternatives • A range of interventions and joined up services proactively break the cycle of poor outcomes in families <p>The expected outcome from the proposed savings is to meet the financial requirements of the One Organisation Plan 2020 whilst continuing to drives these outcomes.</p>
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>Services to the most vulnerable children and families will be protected and strengthened.</p>
<p>Stage 2 - Information Gathering</p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<ul style="list-style-type: none"> • Statutory duties, national guidance, benchmarking, data and research • Ofsted inspection information • Joint strategic needs assessment (JSNA) <p>Local information can be gathered from the following sources</p> <ul style="list-style-type: none"> • Profile data of customers • Locally completed JSNAs for children looked after and early help / prevention • Service delivery data, both local and county wide statistics • Customer feedback <p>Consultation on specific proposals will be undertaken as appropriate on an individual basis at the latest by March 2020.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>No specific consultation has been carried out with any groups with protected characteristics, however should public or staff consultation be necessary (eg in the event of a reduction in services) then all those potentially affected, including those from protected groups, will have the opportunity to respond to the consultation. Specific steps will be taken to ensure all groups with protected characteristics are fully able to participate.</p>

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

	<p>RACE</p> <p>20.5% CLA are from BME communities (Mar 16). This is higher than the overall proportion of the general 0-17 population in Warwickshire that are BME. This is a similar picture for CP plans.</p> <p>There are fewer BME Foster carers than the number of BME children who are currently placed with WCC Foster carers</p>	<p>DISABILITY</p> <p>4% CLA have a disability.</p> <p>A greater proportion of CLA with disabilities are in residential care, however the strategy is to bring these children closer to home so should be a positive impact</p>	<p>GENDER</p> <p>58% CLA are male (Mar 16). Nationally this reflects a similar picture of more males than females in care. The same is true for CP plans.</p> <p>There are more female staff than male</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>There is no known negative impact from any of the savings proposed</p>	<p>AGE</p> <p>39% CLA are aged 10-15, 24% are 16-17</p> <p>Children's centres cater specifically for under 5's and their families</p>	<p>GENDER REASSIGNMENT</p> <p>There is no known negative impact from any of the savings proposed</p>
	<p>RELIGION/BELIEF</p> <p>Delaying pregnancy strategy will require the use of long acting contraception which may be a concern for some religions and preclude some from participating in the scheme</p>	<p>PREGNANCY MATERNITY</p> <p>Children's centres support parents to be</p> <p>Delaying pregnancy strategy would require supporting parents to make positive choices about not being parents</p>	<p>SEXUAL ORIENTATION</p> <p>5.2% of children adopted in Warwickshire over the last 3 years have been adopted to same sex couples (to Mar 15)</p>

<p>(2) If there is an adverse impact, can this be justified?</p>	<p>WCC must make significant savings by 2020. In order to realise the necessary savings as part of the One Organisation Plan the cost and delivery of services need to be reduced.</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>The strategy should largely have a positive impact on staff and customers, as it should enable more children to remain at home or return home or live closer to their parents.</p> <p>Where specific adverse consequences for staff or customers have been identified, this has been covered by a separate Equality Impact Assessment. These relate to PL-CSOC-01 (Reduction of management capacity), PL-CSOC-05 (Regional adoption agency staffing), PL-CSOC-17 (Financial support for families at risk), PL-CSOC-21 (Children's Centres - a further 25% cut in funding) and PL-CSOC-47 (Delaying the pregnancy strategy).</p> <p>Services are designed to ensure those in most need get the support they need, regardless of any protected characteristics.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>By being open and transparent</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>The proposals will not change the way people access services. Where services to the public have been reduced, this is covered by a separate equality impact assessment, as specified above.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	

<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>As part of the proposed savings plans</p> <ul style="list-style-type: none"> • More children and young people who are looked after should be in a placement close to home, which has been shown to be positive for health and wellbeing • A reduction should be seen in unplanned pregnancies for young people who are or have been looked after and in families who would otherwise be likely to lose their children to adoption • Staff affected by any potential restructure may experience short term negative effects on their wellbeing, as this can be stressful for some individuals.
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Appropriate consultation will be undertaken for relevant savings plans to ensure any potential negative impact is minimised.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No increase in the use of health services is anticipated from these proposals.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>n/a</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Consultation	As required for each proposal	As per individual proposal plans at the latest by March 2020.		
Review EQIA after consultation	Lead for each proposal	As per individual proposal plans at the latest by March 2020.		

These proposals and their impact on any group with protected characteristics will be monitored at least quarterly throughout the implementation period to March 2020.

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on 19th August 2016, updated November 2016 and will be reviewed in August 2019.





EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

PG-CF-02

Reduction of management capacity within the business unit

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Children and Families
Plan/ Strategy/ Policy/ Service being assessed	Reduction in management posts within the new business unit
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New review of existing service
EqIA Review team – List of members	Elaine Coates Peter Hatcher
Date of this assessment	Aug 16, updated 2 nd Nov 2016
Signature of completing officer (to be signed after the EqIA has been completed)	 Peter Hatcher
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No, there is no direct impact on service delivery
Name and signature of Head of Service (to be signed after the EqIA has been completed)	 Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Chris Lewington

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The purpose of the Children and Families Business Unit is to provide support for children with additional and complex needs and their families. The business unit will drive forward our work to develop a seamless and responsive provision for children, young people and families in need of help and protection to access the right support at the right time.

Early Help services include the following main service areas:

- Family and Parenting Support
- Targeted Support for Young People
- Priority Families

The reduction in management requires £60k reduction in spend on management posts as part of the OOP2020 savings plan.

(2) How does it fit with Warwickshire County Council's wider objectives?

Corporate outcomes

- Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned or in partnership
 - The council's budget remains balanced and resources are managed effectively
 - High quality needs based public services are deployed effectively and efficiently no matter how they are provided
 - Our staff are highly skilled and supported

(3) What are the expected outcomes?

To reduce the spend on management posts within the new Children and Families business unit by £60k

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

The management functions of the business unit support a wide range of services, which will impact on all groups with protected characteristics.

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Savings proposal PL-CSOC- 20 puts forward a reduction in funding to stop training the wider Early Help Network in Triple Parenting training. If this is agreed we need less staff to deliver this area of work, hence the management reduction proposed here in PL-CSOC- 01

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Minimising impact of savings on front line delivery. Management teams are capable of modifying staff team ratios thereby ensuring appropriate ongoing support to staff

(3) Which of the groups with protected characteristics have you consulted with?

Staff consultation has been undertaken with the affected teams in line with policy when a reduction in posts is being considered.

No specific consultation has been carried out with any groups with protected characteristics. Through formal staff consultation associated with a reduction in posts all staff potentially affected, including those from protected groups, have the opportunity to respond to the consultation.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

No impact

No impact

Most staff within Family & Parenting Support and management team of TS4YP are female so disproportionate representation

If yes, identify the groups and how they are affected.

RACE

MARRIAGE/CIVIL PARTNERSHIP

No impact

DISABILITY

AGE

No Impact

GENDER

GENDER REASSIGNMENT

No information available

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
(2) If there is an adverse impact, can this be justified?	No information currently available	None known	No information currently available
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	WCC must make savings of around £92million by 2018. In order to realise the necessary savings as part of the One Organisation Plan the management within the business unit needs to be reduced.		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	As part of any potential restructure we offer voluntary redundancy and redeployment. Voluntary redundancy has been requested and accepted.		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	All staff are treated equally throughout these processes thereby demonstrating good practice in equality of opportunity		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	By being open and transparent		
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?	N/A – affects staff only, no impact on customers access to services		
			Staff affected by any potential restructure may experience short term negative effects on their wellbeing, as this can be stressful for some individuals. With the request for VR stress is much reduced. Other team members have been offered access to Staff Care

Staff will be engaged through a communication plan throughout consultation and implementation phases to help manage and reduce stress.

All staff have access to support – eg staff care

No impact on health services is anticipated from this proposal.

NA

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

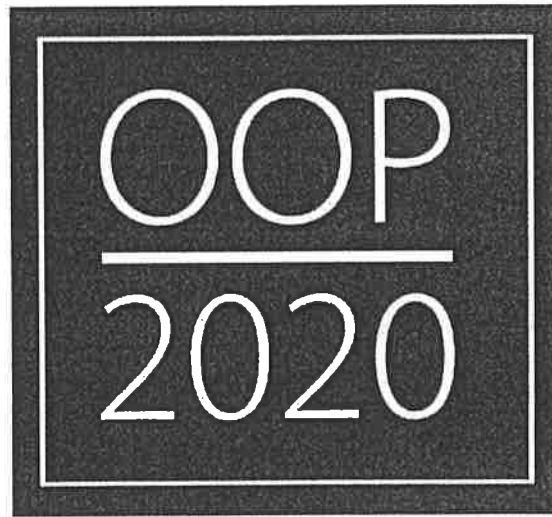
EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Undertake staff consultation,	Peter Hatcher Sally Lightfoot	December 2016	Staff time	
Review EQIA after any staff consultation	Peter Hatcher Elaine Coates Sally Lightfoot	January 2017	Staff time	

Consultation process being undertaken with continual monitoring of any potential negative impact

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 2nd September 2016, updated on 2nd November 2016 and will be reviewed on 1st September 2017.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

**PG-CF-03
Rationalise Admin Resources**

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Children and Families
Plan/ Strategy/ Policy/ Service being assessed	Review of admin support
Is this is a new or existing policy/service?	New review of existing service
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Elaine Coates
Date of this assessment	Aug 16 Reviewed Nov 16
Signature of completing officer (to be signed after the EqIA has been completed)	<i>E. Coates</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No, there is no direct impact on service delivery
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Beate Wagner</i> Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>E. Leung</i>

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The purpose of the Children and Families Business Unit is to provide support for children with additional and complex needs and their families. The business unit will drive forward our work to develop a seamless and responsive provision for children, young people and families in need of help and protection to access the right support at the right time.

The business unit comprises of the following main service areas:

- Family and Parenting Support
- Lead agency for the Multi Agency Safeguarding Hub (MASH)
- Children's social work services, including fostering and adoption and SEND
- Targeted Support for Young People

Administrative staff within the business unit provide support to all teams to ensure effective use of time and resources. The admin redesign requires £100k reduction in spend on administrative support as part of the OOP2020 savings plan.

(2) How does it fit with Warwickshire County Council's wider objectives?

Corporate outcomes

- Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned or in partnership
 - The council's budget remains balanced and resources are managed effectively
 - High quality needs based public services are deployed effectively and efficiently no matter how they are provided
 - Our staff are highly skilled and supported

<p>(3) What are the expected outcomes?</p>	<ul style="list-style-type: none"> • To reduce the spend on administrative support functions within the business unit by £100,000 • To redesign the administrative support within the business unit to: <ul style="list-style-type: none"> ○ ensure equitable distribution across teams / locations around the county ○ maximise opportunities to share administrative support across teams located in the same offices and thereby reduce the overall headcount ○ identify a operational model to drive consistency and development activity within administrative support ○ consider alignment with the People group principles on PA support to management levels <p>The administrative functions of the business unit support a wide range of services, which will impact on all groups with protected characteristics.</p>
<p><u>Stage 2 - Information Gathering</u></p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Since the new Children and Families business unit came together, it has become clear that previously agree principles for the level of administrative staff have not yet consistently been implemented. The redesign of the administrative support within the business unit will be in line with people group principles.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>No specific consultation has been carried out with any groups with protected characteristics at this stage.</p> <p>Current team administrators and senior administrative staff, service and operational managers have all provided input into the redesign process, with support from HR colleagues.</p> <p>A small group of representatives have been involved in the redesign.</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>Formal staff consultation associated with a reduction in posts will be carried out with all staff potentially affected, including those from protected groups, so that all will have the opportunity to respond to the consultation.</p>
<p><u>Stage 3 – Analysis of impact</u></p>	

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE
No. 13 out of 133 administrative staff are recorded as non White British. This is similar to the Warwickshire profile.

MARRIAGE/CIVIL PARTNERSHIP
None known

Marital status of staff:

Co-habitation	3
Divorced	8
Married	74
Separated	1
Single	20
Widowed	3
Other	2
Not Known	20

DISABILITY
No. 7 out of 133 administrative staff are recorded as having a disability. This is similar to the Warwickshire profile.

AGE
Yes - Age profile of staff:

16 – 19	1
20 – 29	11
30 – 39	22
40 – 49	40
50 – 59	44
60 – 64	12
65 +	3

The greatest proportion of staff are between 40 and 60 (63%)

GENDER
More administrative staff are female than male (92%).

GENDER REASSIGNMENT
None known

RELIGION/BELIEF
None known

PREGNANCY MATERNITY
None known

SEXUAL ORIENTATION
None known

(2) If there is an adverse impact, can this be justified?

Any restructure is likely to impact significantly more on women than men due to the disparity in the proportion of male and female post holders.

WCC must make savings of around £92million by 2018. In order to realise the necessary savings as part of the One Organisation Plan the administration within the business unit needs to be reduced.

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>As part of any potential restructure we will ensure all options will be considered to include redeployment, early retirement and voluntary redundancy, if required. It may also be possible to implement changes by using opportunities arising through natural turnover.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>All staff are treated equally throughout these processes thereby demonstrating good practice in equality of opportunity.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>By being open and transparent with all staff potentially affected</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A – affects staff only, no impact on customers access to services</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Staff affected by any potential restructure may experience short term negative effects on their wellbeing, as this can be stressful for some individuals. All staff will have access to staff care to support them through this time.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Staff will be engaged through a communication plan throughout consultation and implementation phases to help manage and reduce stress. All staff have access to support – eg staff care</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No impact on health services is anticipated from this proposal.</p>

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

No impact on health inequalities is anticipated from this proposal.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring

State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Undertake staff consultation	Elaine Coates	June 17		
Review EQIA after any staff consultation	Elaine Coates	Sept 17		

This proposal and its impact on any group with protected characteristics will be monitored at least quarterly throughout the implementation period.

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken in August 2016, was reviewed in November 2016 and will be reviewed in December 2017.




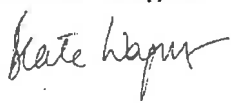
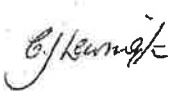
EQUALITY IMPACT ASSESSMENT/ ANALYSIS

**Adoption Central England
Regional Adoption Agency Project**

Incorporates

**PG-CF-04
Regional Adoption Agency & Staffing**

Equality Impact Assessment/ Analysis (EqIA)

Group	People Group
Business Units/Service Area	Children's & Families
Plan/ Strategy/ Policy/ Service being assessed	Adoption Central England/ Regional Adoption Agency project
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	EIA completed 12/04/2016 Reviewed 22/8/16 & 17/11/2016
EqIA Review team – List of members	Michelle Whiting Interim Project Manager ACE/RAA Rita Chohan Project Manager ACE/RAA
Date of this assessment	12/04/2016 Updated 12/08/16
Signature of completing officer (to be signed after the EqIA has been completed)	Rita Chohan 
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Beate Wagner 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Chris Lewington 

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

To make adoption services more efficient and effective for children and their adoptive families by undertaking them on a regional rather than Local Authority basis

(2) How does it fit with Warwickshire County Council's wider objectives?

- Our communities and individuals are safe and protected from harm and are able to remain independent for longer.
- The health and wellbeing of all in Warwickshire is protected.
- Resources and services are targeted efficiently whether delivered by the local authority, commissioned or in partnership.

(3) What are the expected outcomes?

To improve the number and range of available adopters to meet the needs of children.
To improve the timescales and quality of the adoption service.
To be innovative and meet the needs of children and their adoptive families

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

This will primarily benefit the children and their adopters or carers with Special Guardianship Orders

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

The project and proposed changes are as a result of Government research and policy as stated in Adoption Time for Change DFE 30/4/2016

Initial Consultation processes with staff, decision makers and stakeholders took place over March. The project plan has a 2 step decision making process with consultation planned to support main decision points. In our current plan this the DfE have changed the parameters and the decision making points are now December 16 so that there can be a full consultation over January 2017 with a proposed Go Live point of June 2017. There will be an impact on staff but at this point it is not known what the size of staff composition for the ACE RAA will be nor the methodology as to the staff that will be employed. These options are being worked up for the detailed January consultation. The communication plan will include which groups will be consulted and when. The January consultation will be conducted with staff, managers, decision makers and stakeholders.

We plan to consult with staff and the public once the council has agreed the way forward. Equality monitoring of consultation participants will be undertaken, including consideration of all the protected characteristics.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

(3) Which of the groups with protected characteristics have you consulted with?

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

No negative impact on any particular group only positive as the RAA aims to improve adopter numbers for specific race, age and disability groups

If yes, identify the groups and how they are affected.

RACE
No

DISABILITY
No

GENDER
No

	MARRIAGE/CIVIL PARTNERSHIP No	AGE NO	GENDER REASSIGNMENT No
	RELIGION/BELIEF No	PREGNANCY MATERNITY No	SEXUAL ORIENTATION NO
(2) If there is an adverse impact, can this be justified?	N/A. Any adverse impact highlighted through consultations will be worked through for resolution		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	There is no negative or adverse impact identified at present but may be subject to change based on feedback through the consultation.		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	The RAA is designed to promote equality in that more harder to place children should have the opportunity of adoption		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	The project is designed so that stakeholders are built into the governance of the new RAA and will have a greater say about the design and running of the RAA		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	No, We are exploring innovative methods so that different groups can access the new service. As well as having services locally we are looking at how technology can enable accessibility.		

<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Adopters and Carers of children subject to Special Guardianship Orders are, where appropriate, will be offered a range of support in order to meet the child's social, emotional, physical and psychological needs.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>n/a</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>NO</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>NO</p>

Stage 4 – Action Planning, Review & Monitoring

The proposals towards the move to a Regional Adoption agency will go for decision December 2016 and March 2017 when the EOI will be reviewed

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring

State how and when you will monitor policy and Action Plan

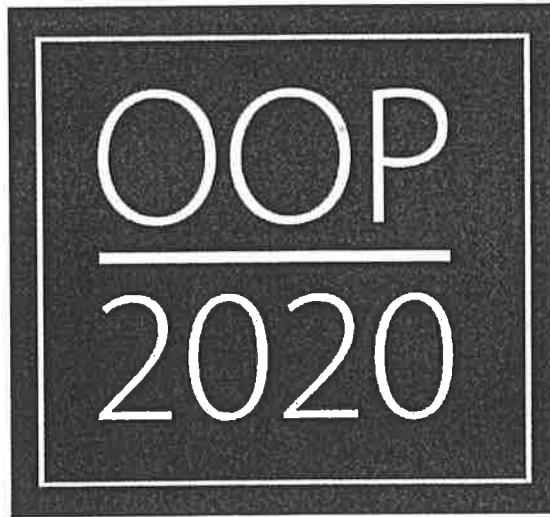
EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Update EqIA	Project manager	December 2016	Named worker	
Consultation	Project lead	February 2017	Project Admin to co-ordinate	
Respond to consultation to reach resolution	Project lead	March 2017	Project Admin to co-ordinate	Managers to monitor impact

The project and move to the RAA is monitored by the Project Board with decisions being made in December 2016 and March 2017

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 12/4/16 and was reviewed 22/8/16 the next review is due December 2016



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Financial Support for families at risk (Section 17) – PG-CF-07

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Children & Families
Plan/ Strategy/ Policy/ Service being assessed	Section 17 Payments & No Recourse to Public Funding (NRPF)
Is this is a new or existing policy/service?	Updated Guidance for Section 17 Payments
If existing policy/service please state date of last assessment	Updated Guidance following recent government guidance re NRPF
EqIA Review team – List of members	Calvin Smith John Coleman
Date of this assessment	3 rd August 2016 Reviewed November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	<i>J Coleman</i> John Coleman
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES- there is a risk this change in Guidance may lead to complaints
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Beate Wagner</i> Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>G. Keen</i>

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

		Relevance/Risk to Equalities										
Business Unit/Services:	State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)		
	General Section 17 Payments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Section 17 payments to those with No Recourse to Public Funding (NRPF)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.												
Children and young people in families who access section 17 whether as a UK citizen are often in financial difficulties and section 17 payments needed to assist in crisis like funding accommodation to flee domestic abusive relationship etc.												
Citizen in the UK applying to leave to remain where their application to the Home Office has been rejected and therefore they are deemed as having No Recourse to Public Funding (NRPF). These families are often in financial difficulties as they are unable to work and have not means to support themselves and so without support they may be												
											YES	

destitute.

Are your proposals likely to impact on a **carer** who looks after older people or people with disabilities? **If yes please explain how.**

Some payments for section 17 are paid to children and young people with disabilities but this is not where savings are being sought. They are being sought for general population or those with NRPF who receive payments to assist with benefit issues, financial hardship etc. Other areas of support are available for these families. The biggest costs around housing etc savings are being sought. The majority of families are struggling to care for themselves and their children.

YES

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

To improve consistency, assessment and decision making regarding the provision of section 17 payments. The change of guidance will see the need for families to be more tightly assessed and evidence seen and verified of need before payments are made.

(2) How does it fit with Warwickshire County Council's wider objectives?

The change in guidance will ensure those who have a genuine need get the support they require and others are supported to seek support elsewhere.
Helping us to target limited resources more effectively

(3) What are the expected outcomes?

To reduce the number of section 17 payments, particularly to those with no recourse to public funding. Often assessments are not robust enough and do not triangulate information with Home Office or Department of Work and pensions. In future this will be necessary and checks regarding immigration status, right to work and family support will be more closely assessed.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Section 17 payments could be made to all those listed in A1. The impact will be upon those who have no access to public funding who may have chosen to come to the UK but are unable to financially support themselves. Some will have asylum or refugee status. They may be impacted but will not be left without shelter or food but will be supported to seek alternative provision.

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Children & Families case data

Legal Services and within Children & Families Children's Teams have been consulted to date. If agreement is given to proceed we will consult with local community groups who support those with no recourse to public funding.

None. If agreement is given to proceed we will consult with local community groups who support those with no recourse to public funding, which will include those with protected characteristics.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

Data is known on those with NRPF currently identified and being supported.

If yes, identify the groups and how they are affected.

RACE

X

The likely impact for NRPF upon families who originate from outside the UK and are seeking leave to remain in the UK

DISABILITY

None known

GENDER

None known

MARRIAGE/CIVIL PARTNERSHIP

None known.
Most families using NRPF are 2 parent households.

AGE

None known

GENDER REASSIGNMENT

None known

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
	None known	None known	None known
(2) If there is an adverse impact, can this be justified?	The proposal is to ensure that government rules and process are followed so that those only with genuine status of NRPF and unable to work obtain support. This can be evidenced by documentation and checks with the Home Office.		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	<ul style="list-style-type: none"> - Triangulate information. - Immediate support can be provided but for short term while robust assessments undertaken. - Provide access to "expert" oversight of assessments and challenge. - Improve management oversight and decision making responsibilities. 		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	The change in guidance will ensure those who have a genuine need get the support they require and others are supported to seek support elsewhere. This will be assessed against new and revised criteria and guidance which includes increased checks regarding status and availability of support including robust financial assessment.		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	Assessments will ensure that support is provided to engage individuals within community groups and access Asylum and Refugee council advice and support.		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	The family need to provide written prove of their status for checking and verification. If they cannot do this they will need to obtain this from the Home Office. Families will be notified of this requirement as part of our Social Care single assessment process. Where necessary they will also be advised of how to contact the Home Officer and be supported by phone to do so.		
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?	Positives are that those families in genuine need of support will be provided with this. Those who are not will be signposted to other services.		

<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>The assessments completed are robust and consider the human rights of the individual, including the impact on health and wellbeing. The assessments are conducted under section 17 children act 1989.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No. Health issues are considered as part of the social workers assessment and will be kept into account when assessing level service provision and impact on health not providing service.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>N/A</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to -- Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Full assessment of current NRPF cases	John Coleman	January 2017	Officer time	
Consult with local community groups	John Coleman	Spring 2017		

The will be an audit of cases in September and October 2016 to monitor the impact of the change in guidance.

Please annotate your policy with the following statement:

An Equality Impact Assessment/ Analysis on this policy was undertaken on 3rd August 2016, reviewed in November 2016 and will be reviewed again on 3rd August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

PG-CF-09 Children's Centres

The new savings target of the remaining OPP 1 £620,000 and proposed OOP 20/20 will be combined to deliver the total saving which will be delivered via a community led approach through specialist early years community development. A revised funding formulae have been developed to look at different ways of distributing the remaining budget, focusing on areas of deprivation and poor school readiness indicated by 'good level of development' scores, across the groups and collaborations. This will ensure funding will be allocated to those communities that have more vulnerable children and families. The 0-5 offer may be replaced at some Children's Centres in a different way by community groups, voluntary, private and independent early year's providers and schools. The remaining designated Children's Centres could operate using a hub and spoke approach within the remaining financial envelope. The vision is to integrate the commissioning of Children's Centres with the commissioning of health visitors and family nurse partnerships using a phased approach.

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Strategic Commissioning; Children's Commissioning
Plan/ Strategy/ Policy/ Service being assessed	PG-CF-09 Children's Centres
Is this is a new or existing policy/service?	Existing
If existing policy/service please state date of last assessment	Children's Centres Group/Collaboration Model (Contracts 1 st September 2014 – 31 st August 2017); newly commissioned (Sep 2014) following service re-design resulting from budget reductions. October 2014
EqIA Review team – List of members	Victoria Jones
Date of this assessment	4/8/16
Signature of completing officer (to be signed after the EqIA has been completed)	<i>V.A. Jones</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	Yes, Head of Service aware that any changes in services is likely to results in complaints.
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Beate Wagner</i> Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Chris Lewington <i>C. Lewington</i>

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

		Relevance/Risk to Equalities											
Business Unit/Services:	State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff):	YES/ NO	YES/ NO	
0-5 Community Redesign of Children's Centre Services		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.													
Warwickshire's 39 Children's Centres currently deliver the same offer across Warwickshire, based on a model of 10 groups and collaborations. There are four reasons for changing this approach: <ul style="list-style-type: none"> • Commitment to community led redesign that helps shapes the local 0-5 offer, maximising community assets and capacity alongside commissioned services • Commitment to deliver integrated commissioning across a wider 0-5 remit, inclusive of Children's Centre Services, Health Visiting and Family Nurse Partnership to improve outcomes for children and their 													

families

- A budget reduction of remaining OOP 1 £620,000 and the proposed OOP 2020 savings
- Ensuring we focus our resources on the most vulnerable children, families and communities in Warwickshire

At this point we not have specific information on the options for consultation but will be working with communities to redesign the offer that is most suitable for their communities based on the new financial envelope. Dates for consultation are unknown and are likely to take place after June 2017.

We anticipate there will be a reduction in services in all areas of Warwickshire but this will be lessened in areas of greater deprivation. By working with communities and early years providers we hope to reduce the impact on communities from reduced commissioned services. These will be most affected in areas of greater affluence where there tends to be more community capacity and resilience so reducing the impact on the most vulnerable.

Are your proposals likely to impact on a **carer** who looks after older people or people with disabilities? **If yes please explain how.**

YES

An overall reduction in services may impact on families who have children with disabilities. Currently Children's centre work closely with IDS in supporting referrals and some centres offer 2Help nurture nurseries that will be supporting some children with disabilities.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<p>To create a community led redesign of Integrated 0- 5 Services based on the revised financial envelope</p>
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>WCC core purpose of: <i>“Develop and sustain a society that looks after its most vulnerable members, delivers appropriate, quality services at the right time, and seeks opportunities for economic growth and innovation.”</i> In additions the work links with the following plans, strategies and programmes: <ul style="list-style-type: none"> • One Organisational Plan 2020 • Smart Start Strategy 2016-2020: Giving Warwickshire’s children the best start in life • Community Capacity Programme </p>
<p>(3) What are the expected outcomes?</p>	<p>It delivers:</p> <ul style="list-style-type: none"> • community led redesign that helps shapes the local 0-5 offer, maximising community assets and capacity alongside commissioned services • integrated commissioning across a wider 0-5 remit, inclusive of Children’s Centre Services, Health Visiting and Family Nurse Partnership to improve outcomes for children and their families • A budget reduction of remaining OOP1 £620,000 and the proposed OOP2020 saving • Focuses resources on the most vulnerable children, families and communities in Warwickshire to improve their outcomes and support children to be school ready
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>The 0-5 offer made up of community led services, early years providers and WCC commissioned services should be available to all children and families and there should be no restrictions according to the protected characteristics groups to who should benefit. Some services will be targeted to support and work with the most vulnerable families based on local needs analysis; currently this tends to be based upon BME communities and poverty. See current target groups on page 10.</p>

Stage 2 - Information Gathering

We have a high level implementation plan. That incorporates:

- Negotiations with current Children's Centre providers at the contract break point to deliver services within a reduced financial envelope
- Engagement with communities to support community led approaches
- Public Consultation
- Invitation to Tender Integrated Services for 0-5
- Award of Contract

As this is the early stages we cannot give details of the plan and specific consultations as these are to be designed.

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

Smart Start Fcundation Programme is currently working on a Needs Assessment and has undertaken extensive asset mapping and engagement work across all communities of Warwickshire, recognising the protected characteristics. This has helped informed the Smart Start Strategy and will inform decisions going forward.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Not yet. There will be two levels of consultation. The community 'conversations' with regards to the best way to deliver positive outcomes to 0-5 and their families will happen with all community stakeholders, including parents through community meetings being held across the county in Oct/Nov/ Dec. This will help us to formulate solutions to a reduced budget that are transformational incorporating community assets and integrated commissioned services. The formal consultation will be written with all the informal consultation feedback as a foundation. Formal consultation will happen in Jan/Feb through Ask Warwickshire website, questionnaires, specific resource to reach the harder to reach and ongoing dialogue through Social Media.

(3) Which of the groups with protected characteristics have you consulted with?

The reduction in services has the potential to impact upon our ability to engage with children and parent/carers across all protected characteristic and of no specific protected characteristic. No specific consultation to the savings and potential service redesign has been undertaken at this point.

However as part of the consultation and redesign we shall be taking account of the learning and feedback from community members involved in the Smart Start engagement and asset mapping programme undertaken in 2016 and this will be included in the EIA Action Plan accordingly. This involved a total of 1,127 parents, 42% had used Children Centres' often and 58% did not use children's centres very often. The methods incorporated:

- 574 online survey responses
- 377 Face to face interviews
- 36 Focus groups

The range of methods used was to support targeting those who would not normally engage or have less of a voice and in relation to engaging families within the protected characteristic ;

- 17% of the respondents identified as non- white British
- 10% stated that English was not the first language spoken at home
- A total of 6% considered themselves to be disabled
- 10% stated they had at least one child with disability
- When asked *if anyone in the household was employed?* 13% of the respondents said no; this is broadly in line with the 11% of households in receipt of out of work benefit
- 12% of respondents identified as receiving lone parent benefit

The specific engagement and consultation of the redesign and community led services work has not started. Based on this engagement work we will develop proposed models with specific changes to Children's Centres and Children's Centre services.

Through the re-design and reduction in budget, there will be an inevitable impact on all services and service users, which will affect all families including those with protected characteristics. We will consider the impact of groups with protected characteristics alongside how we support their consultation within the process as part of our planning. All relevant characteristics will be considered when the consultation is developed, delivered, analysed and reported on.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE

- Approximately 16% of 0-4s in Warwickshire were identified in the 2011 Census as having an ethnicity other than White English/Welsh/Scottish/Northern Irish/British/Irish.
- The ethnic breakdown varies across the county and therefore some children's centre groups may identify some communities within their target groups.
- Those with English as a second language may need to use interpretation and translation services in order to gain access to provision.

DISABILITY

- A reduced range of services may have an impact for families with disabled child or disabled parents as a consequence of reduced provision distance to travel to services, lack of transport and use of community provision lacking specialist support.
- Children's Centre Groups and Collaborations collect data on children with special educational needs and disabilities currently and some have chosen to target services for these groups

GENDER

- The service specification requires that services are accessible at a range of times to all members of the family. Whilst both males and females are registered for Children centres; females are, the predominate users.
- As a result both genders will be potentially affected with larger number of females affected
- Targeted groups such as 'father groups' may no longer be available due to redesign and lack of resources to fund them.
- A potential reduction in centres may make access an issue with lack of transport and access to a car
- A much larger proportion of staffing within the Children's Centres is female and therefore women will be disproportionately affected by potential re-design, re-structures, reduction in hours, etc.

MARRIAGE/CIVIL PARTNERSHIP


- Any reduction in services may impact upon our ability to engage with parents with this protected characteristic.
- According to 2011 census data, there are 4607 lone parent households where the youngest dependent child is aged 0-4.
- Lone parent households may be identified as target groups by some children's centre groups due to the variation across the county.

GENDER REASSIGNMENT

Any reduction in services may impact upon our ability to engage with parents with this protected characteristic.

AGE

- Between 1 April 2013 and 31 March 2014, there were 229 births to teenage mothers in Warwickshire.
- Teenage parents may be affected by a potential reduction in services however the Family Nurse Partnership is a targeted programme aimed at vulnerable teenage parents.
- Teenage parents are identified as target groups by some children's centre groups.

RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
 <p>PGT March 2016.docx</p> <p>This is the current Children's Centres target groups that evidence how they have used data effectively to identify and then targets vulnerable groups, inclusive of some of the above protected characteristics.</p>	<ul style="list-style-type: none"> Any reduction in services may impact upon our ability to engage with parents with this protected characteristic. 	<ul style="list-style-type: none"> The potential reduction in services will inevitably have an impact on this key client group for children's centres. The service redesign and move to integrated services with Health Visiting and Family Nurse Partnership is to help mitigate the adverse impact and support a universal offer for pregnant women.

(2) If there is an adverse impact, can this be justified?

We are building on what parents and carers have already told us about services through the Smart Start Programme; the engagement work to take place in the Autumn 2016 alongside the consultation in Jan/Feb 2017 we aim to engage parents from a range of protected characteristic by using a range of methods and working with other organisation that have the relationship with these groups where appropriate.

Although this EIA focuses on the re-design of the service, consideration will be given to the impact of option on staff. Some of the staff within centres may fall within groups with protected characteristics. It is likely staffing structures will alter, hours may reduce and some roles will be lost. With significant budget savings to make this will be an inevitable consequence and therefore can be justified on cost grounds.

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

Providers demonstrated their ability to analyse and engage with their communities as part of the tendering and procurement process

WCC has a performance monitoring and management system based on achieving outcomes for all families, with a focus on reducing inequalities and improving the life chances of the most vulnerable. A quarterly monitoring and review process has been designed on this basis with annual conversations to assess quality and performance.

Children's Centres Advisory Boards are required to identify priority target groups that represent the most vulnerable within their communities who need additional focus to improve engagement and outcomes for these children and families. This embedded document summarises these 'priority target groups' selected by the Children's Centre groups in August 2016. They provided WCC a rationale for their selection, backed up by data, and the particular issues that they will be focusing on and are monitored as part of the Children's Centres performance framework. These are reviewed on a quarterly basis and will work towards addressing barriers to access services and reduce negative impacts on some of the key characteristic.

With regards to staff, the savings are likely to necessitate further redundancies. With the past tender exercise the future risks were agreed to be shared for potential future savings regarding redundancies should they occur during the course of the contract. Lead Officers and Human Resources departments will need to work together to ensure timely communication, full consultation, and support mechanisms are in place as per legislation/WCC procedures.

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

Health Vising have a universal offered to families, much of which is delivered through Children's Centres. Children's Centres offers both universal and targeted support for the most vulnerable families, which will incorporate some protected groups. The performance management system and Children's Centres choice of target groups aims to address inequalities and ensure those in most need get the support they need.

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

Children's Centre's work closely with a range of partners across Children Services and the community. They are committed to addressing inequality and discrimination, evidenced through their policies, practice and staff development and training. They promote community cohesion and have been undertaking a programme of Protect training in line DfE requirements.

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

With significant budget savings to make this will be an inevitable consequence. The redesign will explore a range of option for service delivery potentially involving both community and provider led services. As the range of services on offer decreases and changes based on the funding available this will impact adversely on parents/carers. We are proposing a funding formula that places more emphasis on vulnerable families to reduce the impact and address the disadvantage that exists within Warwickshire. Should this proposed formula not be used the ability to reduce the gap between advantage and disadvantage will be increased.

When we undertake the engagement and consultation we will be using data we gather and use this to inform the decision making process. We will consider the impact of those families within the protected characteristics.

<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>With significant budget savings to make this will be an inevitable consequence. Children's Centres were established to improve health and wellbeing outcomes for children and parents and a reduction in resources may reduce the range of health related services available.</p> <p>Through the consultation and service redesign we will ensure a wide range of partners are engaged to help mitigate the impact and that effect sign posting is in place to support families.</p> <p>Staff well-being may also be affected by the uncertainty of redesign, tender process and potential changes to services, which may include staff redundancies. The providers all are aware of their responsibility to their staff and we will endeavour to work with them and keep them engaged through the process to reduce the impact where possible.</p> <p>Change management and</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Achieving good health outcomes is currently monitored via the performance management framework for Children's Centre. Feedback is given to providers where there are concerns on specific areas and target is set when needed.</p> <p>We will continue to work closely with key partners involved in parents/carers and children's health to inform the future consultation to reduce the impact of budget cuts to services</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>The key health services offered through children's centres relate to universal pre/post natal provision, so numbers should not be affected; we encourage early intervention and sign posting to other health services as appropriate.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>The current service and proposed redesigned services will be expected to reduce health inequalities by targeting services to those most in need and giving children the best possible start in life.</p>

Stage 4 – Action Planning, Review & Monitoring

Not relevant yet. When appropriate we shall conduct another OOP 2020 Equality Impact Assessment.

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Engagement Work to support community redesign of 0-5 services	Victoria Jones	Sept- Nov 2016	Room hire, publicity costs, staffing, refreshments	Working with NDTI to support community redesign work; starting in Rugby and then aiming to roll out across the County
Consultation documents and resources	Victoria Jones	Nov- Dec 2016	As above and Comms Support	To be design in plain English and with consideration of client group and target
Wider consultation through use of, forums, on line surveys and face to face meetings	Victoria Jones	Jan- Feb 2017	As above	Range of methods to support engagement and some targeted consultations to ensure voices are heard of more vulnerable groups
Analysis and Report	Victoria Jones	March –May 2017	As above and BSI	Sufficient time is allocated to do a comprehensive analysis and ensure we consider inequalities appropriately
Staff consultation, communication and support	HR in partnership with HR from Providers.	Sept 2017	HR support	Last savings were made with agreement with new providers to share risk with regards to further redundancies should they occur with further savings – contracts were taken on upon this basis.

& Diversity Team

(2) Review and Monitoring
State how and when you will monitor policy
and Action Plan

This plan will be monitored and reviewed by the 0-5 community Redesign Project Board.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 9/11/16 and will be reviewed when options are developed and no later than 9/11/19.'



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

PG-CF-16 Delaying Pregnancy

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Children and Families
Plan/ Strategy/ Policy/ Service being assessed	Delaying Pregnancy Scheme
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Brenda Vincent
Date of this assessment	3/8/2016
Signature of completing officer (to be signed after the EqIA has been completed)	Brenda Vincent <i>B Vincent</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Beate Wagner</i> Beate Wagner
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>C. Lewington</i> Chris Lewington

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities																				
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)												
State the Function/Policy /Service/Strategy being assessed:																					
Delaying Pregnancy	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.												YES									
Data would suggest that the parents most likely to be eligible for the scheme will be care leavers or from the more socially deprived areas of Warwickshire. A successful outcome of the scheme will be that parents exercise greater choice over the timing of future births when there is a higher likelihood that they will be able to remain parent/s for child and meet the child's needs appropriately and sufficiently.																					
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.												NO									

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The scheme is to provide evidence based interventions to parent/s who have previously had children forcibly removed from their care by Children's Services/ Courts due to safeguarding concerns. The aims of the scheme is to support parent/s, to facilitate the provision of multiagency services as required so that parent's take control of the timing of any future pregnancies, to a point in their lives where they are better able to parent successfully. It is to support change in the parent's behaviour and to address their needs. It will reduce the likelihood of longer term mental health problems.

(2) How does it fit with Warwickshire County Council's wider objectives?

To support the most vulnerable and disadvantaged members of the community

(3) What are the expected outcomes?

Reduction in the number children entering care who are siblings of children who have previously been removed due to safeguarding concerns

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

All groups are affected as these characteristics apply to all parents

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?

We have

- analysed the removal trends over a 3 year period
- track the age profile of children who become looked after
- tracked the placement destinations via adoption and special guardianship

<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>There has been no consultation to date due to the stage that the project is at. A steering group has developed the proposals for scheme - primarily Children and Families (social care, early help and priority families) which has also included Public Health. The Service proposal does allow for a 2 year follow period that will monitor the outcome of the service but also seek service user views about the service they have received.</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>There has been no consultation to date – once funding for the scheme is approved it will be possible to engage with service users from all protected characteristics, for example through the independent adoption support service for birth parents.</p>

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

All groups are affected as they it concerns parenting that can affect men and women, within a wide age range across the community.

	RACE	yes	yes	GENDER	yes
	yes		yes		The scheme will also look at services to men. This area is untested nationally
	MARRIAGE/CIVIL PARTNERSHIP	yes	AGE	GENDER REASSIGNMENT	No
	yes		However the evidence is that this service will primarily but not exclusively be for younger parents		

	RELIGION/BELIEF	PREGNANCY/ MATERNITY	SEXUAL ORIENTATION
	Yes – in terms of the use of long acting contraception which will be a requirement for inclusion onto the scheme. Legal advice has been sought – this will be voluntary and will be monitored.	Yes – as the scheme is about delaying pregnancy of supporting parents to make positive choices about not being parents	yes
(2) If there is an adverse impact, can this be justified?	No. Similar schemes have been piloted and evaluated through Innovation funding and no adverse impacts have been noted. Parents voluntarily agree to participate on the scheme		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	The scheme will be carefully explained and written information provided. A written agreement will be required. The first stage of the intervention is focussed on relationship building, building trust etc.		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	It will support parents to be successful parents in future It will ensure that parents receive the support and services they require to meet their assessed needs It will seek to empower parents who have previously be victims, undermined or who have suffered other forms of adversity		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	It is possible that group work interventions can be delivered and this can also be considered for male parents		

<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>Previous children have to have been removed by Children's Services/Courts Parents have to voluntarily agree to be on the scheme and take long acting contraception</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Positively parents will have the opportunity to be successful parents in future and enjoy good mental health. They will be supported to address those issues which have affected their parenting capabilities in the past</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>This scheme can only enhance wellbeing and health. Intensive support will be provided to the parents that will support them in accessing the full range of services they need including health services. The national pilot project have evidence how overall well being is improved and the Warwickshire scheme will replicate this.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>Yes this is possible. The Multi-agency Steering Group it is hoped that required services will be accessed through usual channels e.g GP, adult mental health or voluntary sector</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>Yes as it is focussed intervention over an 18 month – 2 year period and the key workers will work closely with other professionals in health services as required</p>

Stage 4 – Action Planning, Review & Monitoring

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
To consult with birth parents who have had children removed about the scheme and service design	Sally Lightfoot	31.12.2016	Input from adoption support service for birth parents	This assumes that birth parents would be willing to engage
To consider a birth parent representative on the steering group	Sally Lightfoot	31.1.2017	Input from adoption support service for birth parents	
To monitor the impact of the scheme post implementation and consider EIA issues on an ongoing basis	Sally Lightfoot	April 2019		This is a 2 yr pilot from January 2017 subject to funding

If No Further Action is required then go to – Review & Monitoring

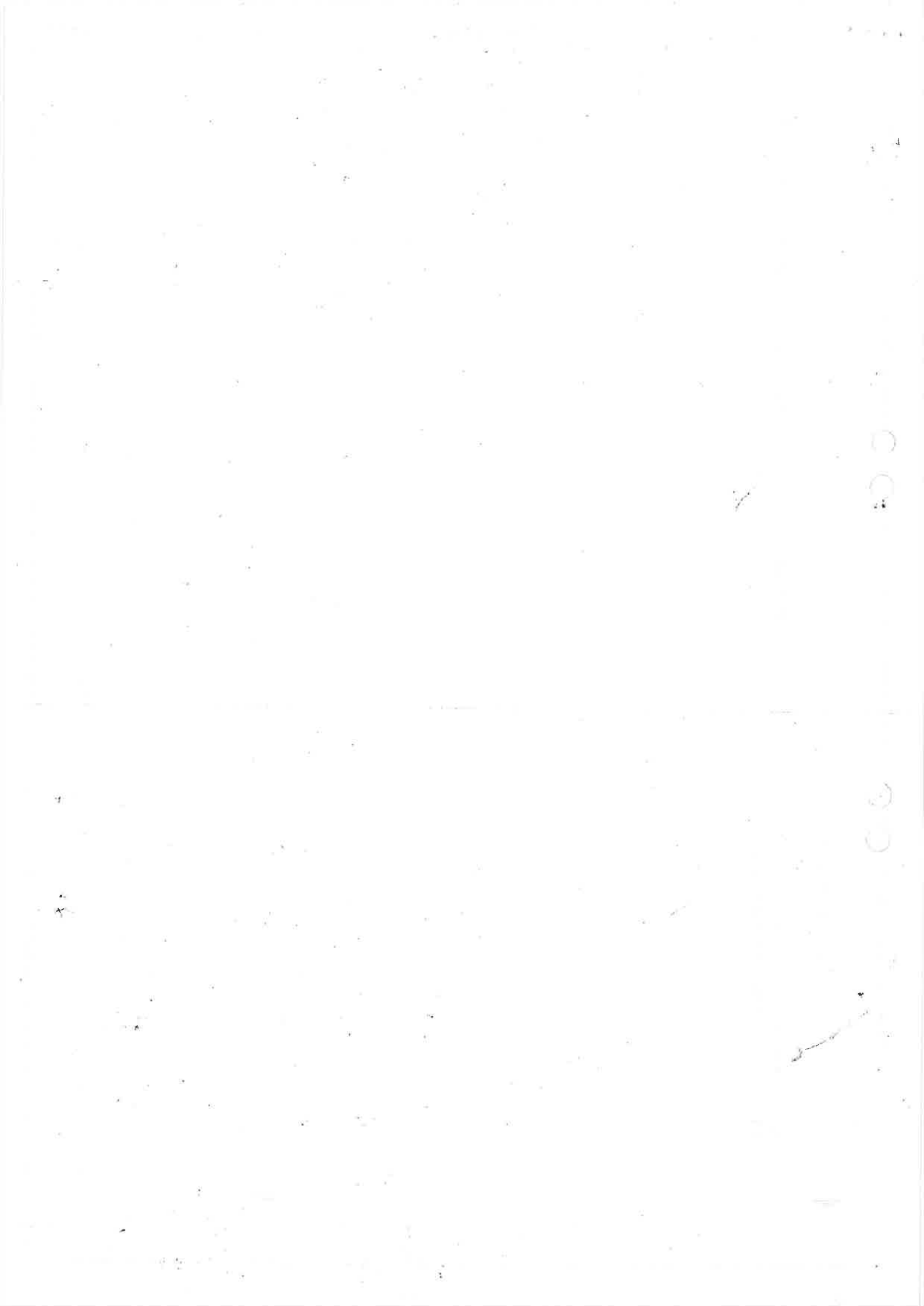
(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

This will be monitored through the steering group which will meet throughout the life of the pilot phase.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 4 November 2016 and will be reviewed on 30 April 2018 from the date it was assessed.'








EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Adult Customer Journey Vision

- Management of residential fee levels and improved hospital discharge pathways to avoid residential admission and nursing care
- Use of Extra Care Housing and other community alternatives to reduce residential care admissions
- Increase the use of assistive technology to reduce the need for low level homecare services
- Supporting people to remain independent for longer through the development of a demand management model incorporating improved results from community capacity/resilience infrastructures and contracts
- Improving social capital to reduce demand on statutory social care services - this will consist of reducing the budget for commissioned services in line with a planned approach to developing community alternatives and local capacity, capacity building of existing and emerging third sector and informal organisations and securing strong connections between real and virtual sources of information so that self-help is the first option with a consequent reduction in demand.

Equality Impact Assessment/ Analysis (EqIA)

Group	People Group
Business Units/Service Area	Social Care & Support
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Savings Proposals
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Christine Whitehead, Head of Social Care & Support; Chris Lewington, Head of Strategic Commissioning
Date of this assessment	16/08/2016 (Reviewed 24/11/2016)
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	The outcomes from this assessment should not result in complaints. The projects are based around supporting people to remain independent for longer through the development of a demand management model, supporting people to move into more independent and community-based alternatives.
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities											
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment †	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)			
State the Function/Policy /Service/Strategy being assessed:												
Management of residential fee levels and improved hospital discharge pathways to avoid residential admission and nursing care	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Use of Extra Care Housing and other community alternatives to reduce residential care admissions	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Increase the use of assistive technology to reduce the need for low level homecare services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Supporting people to remain independent for longer through the development of a demand management model incorporating improved results from community capacity/resilience infrastructures and contracts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Supporting people to remain independent for longer through the development of a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	<p>The People Group is required, as part of the development of the OOP 2020, to identify saving options that should they be enacted, will contribute to the Council's overall savings target. This EIA reflects the overarching principles of the Council's vision for Adult Social Care and how this vision will be delivered through the Customer Journey Programme, an organisation wide programme of activity that will achieve savings for the organisation.</p>
(2) How does it fit with Warwickshire County Council's wider objectives?	<p>"We want People to be safe, healthy and independent: our economy to be vibrant and our communities supported by excellent communications and transport infrastructure. Our priority will be to support the most vulnerable people in society".</p> <p align="center">One Organisational Plan 2017 – 2020</p> <p>Providing social care services and support is one of most important functions of Warwickshire County Council. The most vulnerable members of our society include many who use adult social care services, such as older adults with frailties, people living with dementia, people with disabilities, and individuals experiencing mental health difficulties.</p> <p>Delivering quality services at the right time is important for all residents of Warwickshire, but especially for the customers of Adult Social Care. Increasingly our services will focus on supporting people to stay safe, healthy and independent.</p> <p>Adult Social Care encompasses those people who commission services, develop local markets, deliver essential care services, and undertake professional assessment and support planning roles. But: it is not confined to these people. It is important to emphasise the part that our partners inside and outside the Council play in working alongside us. Increasingly Adult Social Care is about the local communities, volunteers and informal carers whose involvement in the lives of vulnerable people is crucial in promoting their wellbeing, maintaining their independence and ensuring quality. The savings proposals recognise the importance of working in partnership with health commissioners, service providers, and district and borough councils to make best use of all available resources.</p>

<p>(3) What are the expected outcomes?</p>	<ul style="list-style-type: none"> • Reductions in the numbers of unnecessary admissions to hospital, nursing homes and residential care homes, and a corresponding increase in the numbers of older and disabled people being enabled to live at home with support, or in housing with care schemes. • Increase in the number and quality of reviews of long term residential and nursing home placements so that people can be supported to move into more independent and community-based alternatives. • Linked to the above a more widespread use of different forms of assistive technology, such as telecare, to ensure people can remain safe in their own homes. • The provision of advice and support at the earliest possible stage so that people can stay independent for as long as possible. • A higher percentage of customers receiving self-directed support in the form of direct payments and individual service funds so that they can exercise real choice and control over their care. • A greater number of our customers receiving advice and information at the first point of contact, so that they can avert the need for long term care. • A focus on time-limited rehabilitative and recovery oriented interventions to help people regain their independence, whenever services are needed. • Alternative care and support services to meet the needs of people in crisis and to prevent hospital admission. • A move to integrated assessment, support planning and commissioning to improve the customer journey and avoid un-necessary duplication of resources. • Support and build on the strengths of individuals, families and communities, promoting an asset based approach. • Effective market engagement and shaping, including facilitating the development of community organisations, micro-enterprises and user led initiatives to fill service gaps. • Being bold, brave and challenging in our decisions about how we meet needs, serve customers and deliver high quality care and support.
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<ul style="list-style-type: none"> • Disability • Age – older people
<p>Stage 2 - Information Gathering</p>	

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Where possible we will use existing data and information that is already available to help build a picture and evidence base to inform savings proposals and delivery of the vision.</p> <p>We are currently scoping the individual projects and reviewing the information and the base of evidence that is required to support them. Once this initial information and data has been gathered and analysed further data gathering and/or engagement will be planned to inform any gaps in understanding.</p>									
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>We have not yet consulted with any stakeholders as the projects are still being scoped.</p>									
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>As above</p>									
<p>Stage 3 – Analysis of impact</p>										
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<table border="1"> <tr> <td data-bbox="751 1332 842 1980">RACE</td> <td data-bbox="751 539 842 927">DISABILITY</td> <td data-bbox="751 132 842 539">GENDER</td> </tr> <tr> <td data-bbox="842 1332 970 1980">MARRIAGE/CIVIL PARTNERSHIP</td> <td data-bbox="842 539 970 927">AGE</td> <td data-bbox="842 132 970 539">GENDER REASSIGNMENT</td> </tr> <tr> <td data-bbox="970 1332 1082 1980">RELIGION/BELIEF</td> <td data-bbox="970 539 1082 927">PREGNANCY MATERNITY</td> <td data-bbox="970 132 1082 539">SEXUAL ORIENTATION</td> </tr> </table>	RACE	DISABILITY	GENDER	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
RACE	DISABILITY	GENDER								
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT								
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION								
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>Not known - it is not possible to complete the analysis of impact without further detailed work</p>									
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Actions will be dependent on 2) above</p>									

<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The projects have not been fully scoped so it is not possible to look at the promotion of equality but this will be a consideration as the work develops.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>The successful delivery of this vision is dependent on a council wide approach. Delivering through a transformational programme of activity that is organisational wide and reports to the Customer & Transformation Board will ensure this approach.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>The aims of the vision include understanding current demand and the pathways into the service and to extend our existing links out into the community to gain a clearer understanding of how people can access information & advice and low level support from an early stage.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Delivery of the vision through a collection of projects will have positive impacts because the review and redesign of services will seek to achieve interventions to help people to stay healthy and independent for longer.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>N/A</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>N/A</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>The projects have not been fully scoped so it is not possible to evaluate whether health inequalities will be reduced but opportunities may be identified as the work develops.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring
 (1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Scope projects further & incept work including project plans with milestones for delivery	Kirstin Clarke/Zoe Mayhew	October 2016	Operational/ Project management / Finance/Legal/ Communications	
Data gathering	Kirstin Clarke/Zoe Mayhew	TBC	Operational/ Project management/ Finance/ Business Intelligence	
Analyse data and information	Kirstin Clarke/Zoe Mayhew		Operational/ Project management/ Finance/ Business Intelligence	
Consultation	Kirstin Clarke/Zoe Mayhew		Operational/ Project management / Business Analysis / Communications	
Review & Redesign	Kirstin Clarke/Zoe Mayhew		Operational/ Project management / Business Analysis / ICT / Guidance/ Procedures & Practice/ Communications	
Implementation	Kirstin Clarke/Zoe Mayhew		Operational/ Project management / Business Analysis / ICT / Guidance/ Procedures & Practice/ Communications	
Review EIA	Kirstin Clarke/Zoe Mayhew		EIA team	

(2) Review and Monitoring
State how and when you
will monitor policy and
Action Plan

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).'

EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Strategic Commissioning and Social Care & Support Business Units One Organisational Plan (OOP) 2020 Savings Plan Overview

Strategic Commissioning

Review of staffing levels

Social Care & Support

Review of staffing levels

All Age Disability Service

Residential care, in and out of county

Improving social capital

Supported Living

Information and advice

Assistive Technology

Improving independence

Reduction in residential and nursing care admissions

Short breaks and respite

Day Opportunities

Personal Budgets and Direct Payments

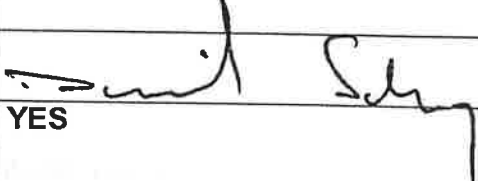
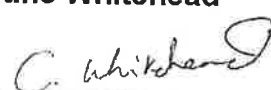
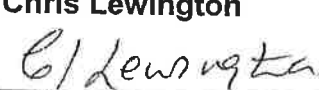
Funding

Non statutory support services

Transport

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	People
Business Units/Service Area	Strategic Commissioning & Social Care & Support
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 savings options
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Christine Whitehead Chris Lewington David Soley
Date of this assessment	November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing service users and/or members of the public? If yes please flag this with your Head of Service and the customer Relations Team as soon as possible.	YES
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Christine Whitehead 
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Chris Lewington 

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority
Low or no relevance/ priority



Medium relevance/priority



Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities																		
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)										
State the Function/Policy/Service/Strategy being assessed:																			
Strategic Commissioning (staff)	✓		✓																✓
Social Care & Support (staff)	✓		✓																
Public		✓		✓															
<p>Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how. We intend to deliver savings by transforming services where possible, which will offer opportunities to increase independence for individuals in vulnerable groups and geographically disadvantaged communities. However, some of the specific savings options selected may have a direct impact on vulnerable people in our area and where a proposal will have a likely adverse impact, we will carry out consultation and a specific equality impact assessment. We will also seek to reduce the impact of a disproportionate effect in any particular group. Consultation exercises will be carried out to inform the public, staff and other stakeholders of the proposals and gather comments. In light of the findings from consultation, we will review and update our plans as appropriate.</p>																		YES	
<p>Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.</p>																		YES	

Our transformational approach will enable individuals to become more independent and self-sufficient. However, it is anticipated that there will be some impact on protected groups such as age and disabilities because of the nature of our services. This may also have an impact on carers but our practice in response to the Care Act should ensure that the voice of the carer is heard and responded to.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

STRATEGIC COMMISSIONING AND SOCIAL CARE & SUPPORT

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The Aims and Objectives of the OOP2020 savings programme are to identify around a further £67 million worth of savings for the Council overall over the next 3 years, arising from a reduction in Government grant, inflation and demographic pressures. This means we need to shape different public service provision for Warwickshire by 2020.

The estimated contribution from Strategic Commissioning and Social Care & Support, towards the overall savings is £22,377,000, of which £16,148,000 is new OOP's 2020 savings. To achieve this will require transformation of services which will increase the independence of our customers and in turn deliver savings on existing services.

This is in the context of Warwickshire County Council's adult social care statutory duties and functions primarily set out in the Care Act 2014. The People Group's six strategic themes are reflected in aspects of collaboration with the wider Council, external partners and the diverse communities within Warwickshire. The strategic themes are:

- Personalisation
- Integration/Collaboration
- Early intervention
- Strong local communities
- Strong and diverse markets
- Evidence based practice/sector-led improvement

Our mission is to support people, especially the most vulnerable and disadvantaged, to access throughout their lives every opportunity to enjoy, achieve and live independently.

(2) How does it fit with Warwickshire County Council's wider objectives?

The savings proposals for Strategic Commissioning and Social Care & Support will be developed in light of the WCC aim to provide the best services to those who need them most and continue to develop a society in Warwickshire that looks after its most vulnerable members but also allows for economic growth. Statutory reporting will continue to provide us with data to understand whether particular groups are more or less likely to request and receive services. In addition, the assessment process, along with the unique expertise of social work staff help us target services to those vulnerable people who are most in need. This ensures the appropriate deployment of resources where vulnerable people see the greatest benefit, whether delivered by the local authority, commissioned or in partnership.

(3) What are the expected outcomes?

There will be a transformational approach resulting in better services delivered in a different way which will address prevention; community capacity and the personalisation agenda. This transformation will result in better outcomes at a lower cost. However, there will be an impact on some existing services, yet to be identified from a list of options.

The expected outcome is to meet the financial requirements of the One Organisational Plan 2020 whilst continuing to drive these outcomes.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

It is anticipated that all groups could benefit from the transformation process particularly those with disabilities and older people and those who are being supported to live independently in our communities.

Stage 2 - Information Gathering

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<ul style="list-style-type: none"> • Statutory duties, national guidance, benchmarking, data and research • CQC inspection information • Joint strategic needs assessment (JSNA) • Market Position statement • Profile data of customers • Customer feedback 						
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>Savings options were presented to Council on 22 September 2016. A financial overview document which gives a breakdown of the savings and potential number of jobs that could be affected has been published together with a transcript of the Leader of the Council's statement. Consultation with the public, staff and stakeholders will commence in relation to specific proposals in March 2017.</p>						
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>No specific consultation has been carried out with any groups with protected characteristics at this stage. However, public consultation will be necessary with all those potentially affected by this transformational process, including those from protected groups, once specific proposals are identified. Specific steps will be taken to ensure all groups with protected characteristics are fully able to participate. It is anticipated that consultation will commence with groups in March 2017.</p>						
<p>Stage 3 – Analysis of impact</p> <p>People who are currently receiving WCC package of care and support – 6300</p> <p>SCS -570 staff SC - 54 staff</p> <p>Staff figures are based on those who have supplied information and also those who have opted for the Not Declared/Not stated/Refused category</p>							
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<table border="1"> <thead> <tr> <th data-bbox="1053 929 1340 1355">RACE</th> <th data-bbox="1053 548 1340 929">DISABILITY</th> <th data-bbox="1053 145 1340 548">GENDER</th> </tr> </thead> <tbody> <tr> <td data-bbox="1053 929 1340 1355"> Public: 85.5% White British Staff: SCS 15% are from BME groups Staff: SC 18% are from BME groups </td> <td data-bbox="1053 548 1340 929"> Public: 66.6% Staff: SCS 7.41% Staff: SC 2.5% </td> <td data-bbox="1053 145 1340 548"> Public: 61.5% female Staff: SCS 90% female Staff: SC - 70% are female </td> </tr> </tbody> </table>	RACE	DISABILITY	GENDER	Public: 85.5% White British Staff: SCS 15% are from BME groups Staff: SC 18% are from BME groups	Public: 66.6% Staff: SCS 7.41% Staff: SC 2.5%	Public: 61.5% female Staff: SCS 90% female Staff: SC - 70% are female
RACE	DISABILITY	GENDER					
Public: 85.5% White British Staff: SCS 15% are from BME groups Staff: SC 18% are from BME groups	Public: 66.6% Staff: SCS 7.41% Staff: SC 2.5%	Public: 61.5% female Staff: SCS 90% female Staff: SC - 70% are female					

<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>Public: Not currently collected Staff: SCS 73% Staff: SC 83%</p>	<p>AGE</p> <p>Public: 18-64 yrs 32.8% 64 yrs + 66.8% Staff: SCS 18-44 yrs 41% and 45-64 yrs 58% Staff: SC 18-44 yrs 58% and 45-64 years 41%</p>	<p>GENDER REASSIGNMENT</p> <p>Public: Not currently collected Staff: SCS Not currently collected Staff: SC Not currently collected</p>
<p>RELIGION/BELIEF</p> <p>Public: Not currently collected Staff: SCS Not currently collected Staff: SC Not currently collected</p>	<p>PREGNANCY MATERNITY</p> <p>Public: Not currently collected Staff: SCS Not currently collected Staff: SC Not currently collected</p>	<p>SEXUAL ORIENTATION</p> <p>Public: Not currently collected Staff: SCS Not currently collected Staff: SC Not currently collected</p>

(2) If there is an adverse impact, can this be justified?

In order to achieve the savings and meet the budgetary challenges which are required over the next three years, it will be necessary to redesign or decommission some services to align with the transformation plans and this will have an impact on the way services are accessed and delivered. In order to transform the future model of adult social care, there may also be an impact on posts across Social Care & Support and Strategic Commissioning. However, it is predicted that the annual percentage turnover of staff will counteract the necessity for a major redundancy programme. The two Business Units will carry out full staff consultation and consider any impacts on staff to reduce the impact of a disproportionate effect in any particular group. Whilst we will continue to monitor staffing levels within the protected characteristic groups, we do not consider that any actions undertaken will amount to discrimination.

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Any adverse or negative impact on customers will be identified before and during the consultation period, and through specific equality impact assessments. Mitigations will be proposed and put in place where possible.</p> <p>We will use a variety of redeployment, retraining and the WCC recruitment processes to help mitigate the impact of change on staff. We will continue to working in partnership with the Trade Unions.</p> <p>We are proposing to transform services to maximise people's independence: this will contribute to the promotion of equality.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Consultation with community groups and other stakeholders in the affected areas will be carried out to maximise the opportunities to promote good relations.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Not applicable at this stage</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>These will be identified for specific proposals.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>As previously stated, the transformational approach will target those in most need and other needs will be met through universal service provision. We will continue to work with partners in order to minimise any negative impacts on health and well-being. Appropriate consultation will be undertaken for relevant savings plans to ensure any potential negative impact is minimised.</p> <p>The transformation process will contribute to improved health and well-being outcomes through quality services targeted at those most in need. We are already working closely with our health partners in order to plan for transformational change.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

By continuing to work closely with our health partners through the transformational process, the health population will continue to be monitored and will result in better outcomes.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to -- Review & Monitoring

EqIA Action Plan

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

Action	Lead Officer	Date for completion	Resource requirements	Comments
Develop individual EqIAs	Head of Service	March 17		
Produce high level consultation action plan	David Soley	March 17		
Deliver public consultation plan	David Soley	To be confirmed and subject to approval of Portfolio holder		
Appoint Project Team to overview changes	Head of Service	March 17		
Implementation of proposals	Head of Service	March 2020		

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Any proposals within the transformation process and their impact on any group with protected characteristics will be monitored at least quarterly throughout the implementation period to March 2020.

Please annotate your policy with the following statement:
'An Equality Impact Assessment/ Analysis on this policy was undertaken on 16th November 2016 and will be reviewed in March 2017



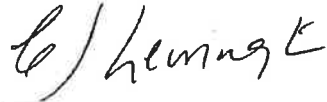


EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Adult Customer Journey Vision

Residential Respite and Short Breaks

Equality Impact Assessment/ Analysis (EqIA)

Group	People Group
Business Units/Service Area	Social Care & Support
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Savings Proposals
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Christine Whitehead, Head of Social Care & Support; Chris Lewington, Head of Strategic Commissioning
Date of this assessment	16/08/2016 (Reviewed 24/11/2016)
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	The outcomes from this assessment should not result in any complaints. The projects are based around ensuring consistent use of respite and review and redesign of short breaks.
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities									
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)	
State the Function/Policy /Service/Strategy being assessed:										
Ensuring more consistent use of residential respite as a solution for supporting carers maintaining their caring role	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Short breaks - review and redesign block contract arrangements for short breaks provided by Warwickshire Care Services (WCS) for people with a physical disability	✓		✓	✓	✓		✓		✓	
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.										No
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.										Yes
The projects look at										
1 – ensuring a consistent use of residential respite as a solution for supporting carers										

2 reviewing and redesigning the current arrangement for short breaks for people with physical disabilities.

These projects shall review the existing provisions provided to Carers to ensure there is a consistent delivery model of services and ensuring the services that are delivered meet the needs of Carers.

Short breaks that are provided will be reviewed and redesigned to ensure that they are meeting the needs of the individuals, which will have a positive impact on the individuals who use the short breaks service.

Form A2 – Details of Plan/ Strategy/ Service/ Policy

<p>Stage 1 – Scoping and Defining</p>	<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p> <p>The aim of the plans is to:</p> <ul style="list-style-type: none"> • Ensure a more consistent use of residential respite as a solution for supporting carers maintaining their caring role • Review and redesign current contractual arrangements for short breaks provided by Warwickshire Care Services (WCS) for people with a physical disability <p>The objective of the plans is to ensure the Council:</p> <ul style="list-style-type: none"> • Achieves a consistent use of services • Reviews and redesigns the current contractual arrangements • Services that are provided meet the needs of the individuals requiring the them • Provides individuals with choice and control over the services provided to meet their needs.
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The main objectives that these projects aims to deliver are:</p> <ul style="list-style-type: none"> • Our communities and individuals are safe and protected from harm and are able to remain independent for longer • The health and wellbeing of all in Warwickshire is protected
<p>(3) What are the expected outcomes?</p>	<p>The expected outcomes from the projects are currently being developed as soon as the projects are fully scoped this document will be updated.</p> <p>The envisaged outcomes for the projects are that they will provide greater choice and control to individuals, provide greater support to individuals requiring respite, both people who use our services and their family and help deliver short breaks that individuals require.</p>

<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>The groups that have been identified are the physical disabilities group and carers. But when the projects have been scoped further additional groups may be identified.</p>									
<p>Stage 2 - Information Gathering</p>										
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Where possible we will use existing data and information that is captured on individuals to help evidence and make a judgement about the projects.</p> <p>We are currently scoping the projects and reviewing the information and evidence base that is required to help support the projects. As we gather more information we will be able to identify any limitation and this will be updated in the EIA.</p>									
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>We have not consulted with any stakeholders at present as the projects are still being scoped.</p>									
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>We have not consulted any groups as the projects have not been fully scoped.</p>									
<p>Stage 3 – Analysis of impact</p>										
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>We have not completed any data or consultation, so at present it is not possible to complete the analysis of impact. When the projects have completed the analysis of data and looked at consultation it will be able to complete this analysis.</p> <table border="1" data-bbox="927 136 1262 1339"> <tr> <td data-bbox="927 920 1023 1339">RACE</td> <td data-bbox="927 539 1023 920">DISABILITY This group may be impacted but will have a positive impact.</td> <td data-bbox="927 136 1023 539">GENDER</td> </tr> <tr> <td data-bbox="1023 920 1150 1339">MARRIAGE/CIVIL PARTNERSHIP</td> <td data-bbox="1023 539 1150 920">AGE This group may be impacted but will have a positive impact.</td> <td data-bbox="1023 136 1150 539">GENDER REASSIGNMENT</td> </tr> <tr> <td data-bbox="1150 920 1262 1339">RELIGION/BELIEF</td> <td data-bbox="1150 539 1262 920">PREGNANCY MATERNITY</td> <td data-bbox="1150 136 1262 539">SEXUAL ORIENTATION</td> </tr> </table>	RACE	DISABILITY This group may be impacted but will have a positive impact.	GENDER	MARRIAGE/CIVIL PARTNERSHIP	AGE This group may be impacted but will have a positive impact.	GENDER REASSIGNMENT	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
RACE	DISABILITY This group may be impacted but will have a positive impact.	GENDER								
MARRIAGE/CIVIL PARTNERSHIP	AGE This group may be impacted but will have a positive impact.	GENDER REASSIGNMENT								
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION								
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>This is not known at present.</p>									

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	At present it is not possible to complete the analysis of impact so it is not known what actions need to be taken.
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	The projects have not been fully scoped at present so it is not possible to look at the promotion of equality.
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	N/A
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	The main method of accessing the services is through allocated case workers / social workers. We will need to ensure that the pathway is simple and easy to navigate for all individuals that may require the services impact on the project.
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?	The projects will review and redesign services to provide a consistent approach to respite services.
(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)	N/A
(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?	N/A
(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?	At present it is not known if any health inequalities will be impacted. This will be investigated further.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Scope projects further	Kirstin Clarke Pawlina Clemons	Oct 2016	Project management resource. Operational staff	
Analyse data and information	Kirstin Clarke Pawlina Clemons	TBC	Business intelligence	
Consultation	Kirstin Clarke Pawlina Clemons	TBC	TBC	
Review EIA	Kirstin Clarke Pawlina Clemons	TBC	TBC	

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).






EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Adult Customer Journey Vision:

- Cease contracts for dementia navigators and specialist support
- Decommission the stroke contract
- Re-shaping the information and advice contract

Equality Impact Assessment/ Analysis (EqIA)

Group	People Group
Business Units/Service Area	Social Care & Support
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Savings Proposals
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Christine Whitehead, Head of Social Care & Support; Chris Lewington, Head of Strategic Commissioning
Date of this assessment	16/08/2016 (Reviewed 24/11/2016)
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	The outcomes from this assessment are likely to cause complaints from existing services and members of the public as we will be reviewing contracts and some contracts will be reduced / stopped. The Head of Service has been made aware of this.
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



*Working for
Warwickshire*

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities									
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)	
State the Function/Policy /Service/Strategy being assessed:										
Cease contracts for dementia navigators and specialist support – this would be ending a non-statutory additional support service.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Decommission the stroke contract and ensure the training offer and specifications of other external contracts to include appropriate stroke support.	✓		✓		✓	✓	✓	✓		✓
Reshaping the information and advice contract	✓		✓	✓	✓	✓	✓	✓		✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.										
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how. The projects shall cease the contracts for dementia navigators and specialist support and decommission the stroke contract. This will have an impact on carers for people who use the services that will cease as a result of the contract stopping.										
										No
										Yes Carers may be impacted but

further scoping
is required to
assess the
potential impact

--

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<p>The aim and objectives of the project is to:</p> <ul style="list-style-type: none"> • Cease contracts for dementia navigators and specialist support. The aim of this project is to end a non- statutory additional support service. • Decommission the current stroke contract. The objective is to ensure the training offer and specifications of other external contracts include appropriate stroke support so that services are still provided but delivered through existing alternative contracts. • Reshaping the information and advice contract to ensure it meets the objectives required and delivers value for money.
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The main objectives that these projects will achieve are:</p> <ul style="list-style-type: none"> • Our communities and individuals are safe and protected from harm and are able to remain independent for longer • The health and wellbeing of all in Warwickshire is protected • Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned or in partnership.
<p>(3) What are the expected outcomes?</p>	<p>The expected outcomes from the projects are currently being developed. As soon as the projects are fully scoped this document will be updated.</p> <p>The envisaged outcomes for the projects are focussed on ceasing contracts for specific areas such as stroke services, dementia navigators and reshaping the information and advice contract.</p> <p>The services that are provided in the contracts will be ceased and incorporated within additional contracts that are delivered by the Council and/or other providers.</p>

<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>The stopping of contracts is not intended to benefit any specific group. The main impact will be on disability groups and individuals who access the existing contracts. These individuals will be signposted to the other areas that deliver similar services within existing contracts.</p>									
<p><u>Stage 2 – Information Gathering</u></p>										
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>We have not started to capture the information. However, the plan is to use existing lists of people that currently use the services, either through organisations or as individuals. We can then plan communications with the individuals and organisations to keep them informed of the changes.</p>									
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>We have not started any consultation. The plan is to look at the individuals and organisations that the projects impact and then develop a strategy on how best to engage and consult with the groups. This will be in line with the corporate consultation process.</p>									
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>We have not consulted any groups.</p>									
<p><u>Stage 3 – Analysis of impact</u></p>										
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<table border="1"> <thead> <tr> <th data-bbox="901 929 997 1355">RACE</th> <th data-bbox="901 548 997 929">DISABILITY This group may be impacted.</th> <th data-bbox="901 134 997 548">GENDER</th> </tr> </thead> <tbody> <tr> <td data-bbox="997 929 1117 1355">MARRIAGE/CIVIL PARTNERSHIP</td> <td data-bbox="997 548 1117 929">AGE</td> <td data-bbox="997 134 1117 548">GENDER REASSIGNMENT</td> </tr> <tr> <td data-bbox="1117 929 1236 1355">RELIGION/BELIEF</td> <td data-bbox="1117 548 1236 929">PREGNANCY MATERNITY</td> <td data-bbox="1117 134 1236 548">SEXUAL ORIENTATION</td> </tr> </tbody> </table>	RACE	DISABILITY This group may be impacted.	GENDER	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
RACE	DISABILITY This group may be impacted.	GENDER								
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT								
RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION								
<p>(2) If there is an adverse impact, can this be justified?</p>										

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>We will be working closely with and fully engage with the people/organisations that use the services of the contracts that we propose to terminate to ensure that the services still required are built into alternative existing contracts, where possible.</p> <p>We shall also ensure we complete an in-depth consultation process that takes into account all of the feedback and comments received.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The projects have not been fully scoped at present so it is not possible to look at how they can contribute to the promotion of equality.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>N/A</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>There are no barriers to accessing the services. We will review the pathways for accessing the services to ensure they are simple and easy to understand.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>At present we do not envisage any negative impacts as a result of the contracts being ended as it is anticipated that the services will continue to be available through other sources.</p> <p>We shall review any consequences to health and wellbeing as the projects are scoped and ensure that any impact is fully considered.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>The projects have not been fully scoped so it is not possible to detail the actions that will need to be taken that will reduce to eliminate the impact on population health.</p> <p>As the projects are scoped then the actions that are required will be developed and detailed further. The EIA will be updated with this information.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>N/A</p>

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

At present it is not possible to assess whether the projects will impact health inequalities. As the projects are scoped further this information will be better understood and an action plan will be developed to help reduce or mitigate any reduction in health inequalities.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Scope projects further	Kirstin Clarke & Denise Cross	Oct 2016	Project management resource. Operational staff	
Analyse data and information	Kirstin Clarke & Denise Cross	TBC	Business intelligence	
Consultation	Kirstin Clarke & Denise Cross	TBC	TBC	
Review EIA	Kirstin Clarke & Denise Cross	TBC	TBC	



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

RG-CS-01 Reduction in the staff supporting the senior management of the Business Unit.

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Customer Service
Plan/ Strategy/ Policy/ Service being assessed	Reduction in the staff supporting the senior management of the Business Unit.
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing Service
EqIA Review team – List of members	Kushal Birla/Claire Bonnet
Date of this assessment	4 November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	<i>Kushal Birla</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Kushal Birla
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Tonino Ciuffini <i>Tonino Ciuffini</i>



A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities													
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)					
State the Function/Policy /Service/Strategy being assessed:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Reduction in the staff supporting the senior management of the Business Unit.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.														NO
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.														NO

<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	N/A		
<p>Stage 3 – Analysis of impact</p>			
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>N/A</p>	<p>DISABILITY</p> <p>N/A</p>	<p>GENDER</p> <p>N/A</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>N/A</p>	<p>AGE</p> <p>N/A</p>	<p>GENDER REASSIGNMENT</p> <p>N/A</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>RELIGION/BELIEF</p> <p>N/A</p>	<p>PREGNANCY MATERNITY</p> <p>N/A</p>	<p>SEXUAL ORIENTATION</p> <p>N/A</p>
	N/A		

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	See CS On a Page
(2) How does it fit with Warwickshire County Council's wider objectives?	<p>The guiding principles through the budget setting process have been to:</p> <ul style="list-style-type: none"> • Protect the most vulnerable and the vital services that support them • Keep people safe, foster independence and support enterprise • Strive to achieve value for money • Provide a leaner organisation • The one organisational savings plan
(3) What are the expected outcomes?	See a above
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	N/A
Stage 2 - Information Gathering	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	In making the proposals this savings will have the least impact on frontline services and will be via management and support services.
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	No public consultation planned. However any effected staff will be consulted.

N/A

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
If the proposals are accepted a full consultation and engagement will be undertaken with affected staff	Kushal Birla	2017		

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>N/A</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>N/A</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>N/A</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>N/A</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>N/A</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>N/A</p>

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 4 November 2016 and will be reviewed on 3 November 2019'


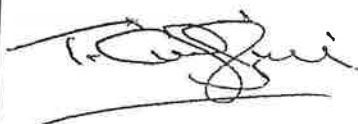


EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

RG-CS-02 – Registration Service to increase income

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Registration Service
Plan/ Strategy/ Policy/ Service being assessed	Additional Income Generation
Is this is a new or existing policy/service?	Existing Service
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Ayub Khan/Kushal Birla/Claire Bonnet
Date of this assessment	23 August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Kushal Birla
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Tonino Ciuffini 

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	The proposal is to increase the income generation for the registration service. No services will be cut and we will be adhering to the fees set by Government Registration Office (GRO) the area we will focus on is the discretionary element of the service such as approved premises charges which is targeted at organisations. This will be a continuation of activities to raise charges as per the previous one organisational plan. The advice from the equalities is that it would not be necessary to undertake an EQIA. A EQIA was not taken in the previous round of OOP
(2) How does it fit with Warwickshire County Council's wider objectives?	The guiding principles through the budget setting process have been to: <ul style="list-style-type: none"> • Protect the most vulnerable and the vital services that support them • Keep people safe, foster independence and support enterprise • Strive to achieve value for money • Provide a leaner organisation • The one organisational savings plan
(3) What are the expected outcomes?	N/A
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	N/A
Stage 2 - Information Gathering	

<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>In making the proposals the statutory service provision will not be affected the additional income will come from the discretionary aspects of the service e.g: Charging higher fees for approved premises and additional value added services</p>			
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>No plans for any wider consultation. Have benchmarked against other local authority charges and we will be working within our statutory guidelines.</p>			
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>N/A</p>			
<p>Stage 3 – Analysis of impact</p>				
<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE N/A</p>	<p>DISABILITY N/A</p>	<p>GENDER N/A</p>	
	<p>MARRIAGE/CIVIL PARTNERSHIP N/A</p>	<p>AGE N/A</p>	<p>GENDER REASSIGNMENT N/A</p>	

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
(2) If there is an adverse impact, can this be justified?	N/A	N/A	N/A
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)			
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	N/A		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	N/A		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?			
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?			

N/A

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

N/A

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

N/A

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

(2) Review and Monitoring
State how and when you will monitor policy
and Action Plan

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 23 August 2016 and will be reviewed on 22 August 2019'


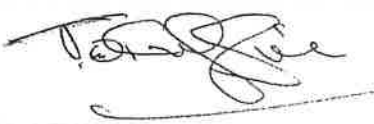


EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

**RG-CS-03 Closure of Libraries and One Stop Shops
RG-CS-05 Reduction of Library Bookfund**

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Libraries and One Stop Shops
Plan/ Strategy/ Policy/ Service being assessed	Closure of Libraries & One Stop Shops
Is this is a new or existing policy/service?	Existing Service
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Ayub Khan/Kushal Birla/Claire Bonnet
Date of this assessment	23 August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES
Name and signature of Head of Service (to be signed after the EqIA has been completed)	Kushal Birla
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	Tonino Ciuffini 

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The proposal is to reduce the number of library and OSS service points across the county. Below is the service that is provided by these outlets.

The Library & Information Service and One Stop Shops provides access for local people to:

- Borrow books
- Access low cost CD and DVD rental, faxing and photocopying services
- Access a comprehensive enquiry and information service
- Use computers offering 30 free minutes per person per day
- Free public wi-fi
- Events and activities for all ages and wide interests
- Space for people to meet
- Support for groups such as reading groups, Silver Surfers and job seekers
- 24/7 online services for renewals, reservations, enquiries, information and more
- Mobile services to outlying communities and housing for older people
- Home visits to household readers, assisted by Age UK and volunteers
- Specialist library services for schools and Bookstart programme for babies
- Local studies promoting the county's culture and heritage
- Music and drama service

(2) How does it fit with Warwickshire County Council's wider objectives?

- The guiding principles through the budget setting process have been to:
- Protect the most vulnerable and the vital services that support them
 - Keep people safe, foster independence and support enterprise
 - Strive to achieve value for money
 - Provide a leaner organisation
 - The one organisational savings plan

The service aims to:

- Promote literacy skills and an appetite for reading and learning
- Widen participation and demonstrate impact of libraries in supporting learning
- Provide access to the services people need through effective use of Intranet and computer technology
- Contribute to the achievement of e-government targets for service take-up and audience engagement
- Deliver an inclusive service that reflects and helps build cohesive communities
- Provide library premises that meet the needs of 21st century communities
- Build capacity to build transformation
- Provide an information and advice service for Warwickshire County Council and partner services

N/A

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

Stage 2 - Information Gathering

(1) What type and range of evidence or information have you used to help you make a judgement about the plan/strategy/ service/ policy?

In making the proposals the least used service points will be targeted.

Evidence used includes:

- the cost of running the service
- the number of members
- the number of books borrowed in the last 12 months
- the number of visits to the libraries/One Stop Shops
- the number of enquiries
- Proximity to other outlets

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

No consultation at present. Once proposals have been agreed we will develop and instigate the public consultation process.

(3) Which of the groups with protected characteristics have you consulted with?

N/A

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE
Reduction in bookfund would limit the number and scope of material in other languages.

DISABILITY
Reduction in bookfund and library network may have an adverse impact on people with disabilities in terms of availability and range of material eg; large print, braille, and for some individuals it may take longer to get to service points if the network is reduced, this may particularly impact those with mobility difficulties.

GENDER

MARRIAGE/CIVIL PARTNERSHIP

AGE

Reduction in bookfund would limit the number and scope of material in other languages, impacting on large print and children's material in particular. Such material would however still be bought.

GENDER REASSIGNMENT

SEXUAL ORIENTATION

PREGNANCY MATERNITY

RELIGION/BELIEF

These reductions would be required in order to fulfil OOP 2020 objectives.

(2) If there is an adverse impact, can this be justified?

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

Promote online 24/7 library service offer. Look to ways to improve this.

Transfer of services from Atherstone OSS will be transferred to the library
 Promote alternative service provision e.g: Housebound or mobile library
 Develop a communication plan for targeted groups. Will use evidence based stock management system to inform future decision making.

(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?

N/A

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

N/A

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

Aspects of the library service can be accessed 24/7 using the online service.
 Customers can join the library online, renew items, request items and access our online information offer. They can download e-books and e-magazines. Housebound service is available to some targeted groups.

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

Reduction in the library/OSS network will have negative consequences as there will be less places for socialisation and reduced access to material to support wellbeing eg self help books, fitness materials. Less events and activities will negatively affect social isolation.

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

N/A

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

N/A

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

N/A

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
If the proposals are accepted a full consultation and engagement plan will be developed and executed	Ayub Khan	2017	Staff and consultation budget for questionnaire analysis	
Improved use of stock management system – more targeted stock bought and used more effectively		2017-8	Staff resource to analyse and implement.	

Face to Face Management team will monitor outcomes quarterly, using performance based measures and customer/partner feedback and will measure success against OOP targets.
Public and staff consultation results will be analysed and reported back to WCC.
Stock Management system will be used to report back on stock selection and deployment to continuously improve outputs.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Please annotate your policy with the following statement:



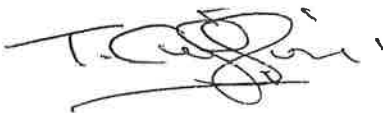
An Equality Impact Assessment/ Analysis on this policy was undertaken on 23rd August 2016 and will be reviewed on 23rd August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

RG-FIN-01	Repayment of self-financed borrowing for Agresso finance system.
RG-FIN-02	Additional income from contract rebates and Procurement service activity
RG-FIN-03	Process savings through increased standardisation
RG-FIN-04	Reduction in support from local finance and corporate finance to the Annual Financial Cycle (budget setting, monitoring and final accounts)
RG-FIN-05	Further staffing reductions in transactional and support activity

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Finance
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020
Is this is a new or existing policy/service?	Existing service
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Claire Bonnet
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/ priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Relevance/Risk to Equalities										
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)		
Repayment of self-financed borrowing for Agresso finance system.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Additional income from contract rebates service activity	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Increased standardisation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reduction in support from local finance and corporate finance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Further staffing reductions in transactional and support activity	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged											NO

communities? If yes please explain how.

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.

The savings around reducing transactional costs may include the Benefits Assessment & Income Control Service (BAIC) by 2019/2020. This will depend on the extent to which transactional savings can be made elsewhere within the Finance service). The BAIC service reviews the need for clients to fund part of their adult social care. However, any possible change would not directly affect the amount the client pays or the way in which the service is delivered to the client (which is currently primarily a placement visit for a face-to-face review) – as any changes would relate to efficiencies within “back office” support.

YES

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Savings will result from (i) reductions to local finance and corporate finance support; (ii) reductions staffing numbers / costs in transactional services. The detailed proposals are as follows:

- make the final payment to repay borrowing to pay for the Council's financial system (Agresso) and so can then use the budget as an ongoing saving.
- prioritise additional service activity to target additional income from contract rebates
- reduce the need for current staffing capacity by focussing on greater use of standardised processing of transactions (eg greater use of procurement cards, direct debits) and less manual intervention (eg by enforcing the use of Purchase Orders to match orders to invoices by both service managers and suppliers).
- reduce the number of staff it employs to support both service managers and Elected Members for budget setting, quarterly financial monitoring and final accounts, by focussing more on training and on-line support and redesigning services to improve the "financial literacy" of the organisation.
- make further staffing reductions to reduce support for transactions (including cash management, cash collection and systems support), including exploring the benefits of a broader transactional service across the organisation.

The overall aims and objectives of the service are to

- focussing on being an enabler for the authority (adding value by identifying the most effective way of using financial resource to deliver the key outcomes of the authority)
- providing cost effective stewardship of these resources (by providing effective financial analysis to support governance and ensure financial accountability)
- working to improve the financial literacy of the organisation (by providing a robust financial system in line with the needs of the Authority and by commissioning all aspects of training related to finance activity for the finance community and its internal customers)

The savings proposals aim to minimise the impact on these key aims and objectives.

<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The draft OOP 2020 plan includes an underpinning objective to make the best use of available resources. The proposed savings are the Finance Service contribution to the savings overall target and fit with the council's wider objectives of becoming more efficient.</p> <p>The overall objective is to deliver as close as possible to the same service outcomes as at present (good financial management within the authority) but at lower cost.</p>
<p>(3) What are the expected outcomes?</p>	<p>None.</p>
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>None.</p>
<p><u>Stage 2 - Information Gathering</u></p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Current staffing profile.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>Not to date – changes are primarily internal to the management of the Authority. Changes to the internal service delivery has taken into account internal customer feedback. The intention is that any changes to BAIC will not affect customers who use this service. However, if there is an impact then these customers will need to be consulted too.</p> <p>Not applicable.</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>Not applicable.</p>
<p><u>Stage 3 – Analysis of impact</u></p>	

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE None</p>	<p>DISABILITY None</p>	<p>GENDER The Service has a disproportionate number of women and given that savings arise from staffing reduction, there is potential for a greater impact on women compared to men</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP None</p>	<p>AGE None (other than whether any savings will be delivered via Voluntary Early Retirement)</p>	<p>GENDER REASSIGNMENT None</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>RELIGION/BELIEF None</p>	<p>PREGNANCY MATERNITY None</p>	<p>SEXUAL ORIENTATION None</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>The changes will mean a loss of posts. The Service employs a disproportionate number of women and given that the savings arise from reducing the number of posts, that is likely to have a greater impact on the number of women rather than men in post. However, the reduction in posts will be managed in accordance with corporate HR policies to guard against any negative equalities impacts. As the draft OOP priorities focus on relatively protecting front line services supporting economic growth and the vulnerable, the reduction in posts can be justified on the grounds of the need for efficiencies to meet overall savings targets and to maximise the funding used to provide direct services to communities.</p>		
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Not applicable</p>		

<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Not applicable</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>There are no obvious barriers to accessing the service, as the finance service focuses primarily on support to other front line providers. Where the service does provide services directly to the public (for example, Benefits Assessment & Income Control) there are no plans to reduce access to those services.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Increase in uncertainty for staff and potential stress that may impact on health and wellbeing.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Not applicable.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>Not applicable.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>Not applicable.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Impact monitored through standard HR monitoring (in terms of staff losses).
Impact of changes in service delivery to be monitored via service performance measures (eg number of assessments completed; income collected; complaints made)

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on August 2016 and will be reviewed on August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

RG-HR-01 Implement a new HR and payroll system to replace HRMS and restructure the Service Centre, to include review of external customer charges

RG-HR-02 New HR and payroll system will provide an alternative learning management and e-learning option resulting in decommissioning of WILMA and reduction in current licence costs

RG-HR-03 Reduction in the Business Unit's management team as a result of reorganisation of operational teams across the service

RG-HR-04 Employee welfare – Review the employee welfare service, including seeking a more cost effective provider of staff care and a reduction of support to managers in health and safety and wellbeing

RG-HR-05 Workforce Strategy and Organisational Development Service – Redesign the service reducing management and team capacity, streamlining learning and development processes within the HR Service Centre and reducing spend on corporately funded learning

Warwickshire County Council

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	HR and OD
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020

*Working for
Warwickshire*



A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

<p>Is this is a new or existing policy/service? If existing policy/service please state date of last assessment</p>	<p>New plan (incorporating existing OOP1)</p>
<p>EqIA Review team – List of members</p>	<p>HR and OD Leadership Team</p>
<p>Date of this assessment</p>	<p>August 2016</p>
<p>Signature of completing officer (to be signed after the EqIA has been completed)</p>	<p>Sarah McCluskey and Bridget Edwards</p>
<p>Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.</p>	<p>NO</p>
<p>Name and signature of Head of Service (to be signed after the EqIA has been completed)</p>	<p>SF Evans</p>
<p>Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)</p>	<p>Tonino Ciuffini</p>

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Relevance/Risk to Equalities									
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/Maternity	Marriage/Civil Partnership (only for staff)	
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	✓				✓					✓
RG-HR-01	✓				✓					✓
RG-HR-02	✓				✓					✓
RG-HR-03	✓				✓					✓
RG-HR-04	✓				✓					✓

Form A2 – Details of Plan

<u>Stage 1 – Scoping and Defining</u>	
(1) What are the aims and objectives of Plan?	To set out the plan for service design and delivery 2017-20 and the achievement of 20% savings target for the service (including a reduction in staffing of 23 posts)
(2) How does it fit with Warwickshire County Council's wider objectives?	In line with the vision, aims and objectives for WCC.
(3) What are the expected outcomes?	Reduction in service costs and staffing
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	N/A
<u>Stage 2 - Information Gathering</u>	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan?	Workforce Data/ assessment of demand and customer requirements
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	We will hold initial briefings with all staff, which includes communications from the CEO, Strategic Directors and briefings with managers on the impacts of the cuts to the service. As well as ensuring the trade unions are kept up to date with relevant changes and information. This is a working document and consultation will continue throughout the process. We have not consulted with employees that share a protected characteristic but we will consult all staff in the service to ensure they are aware of the OOP proposals and how that could affect them. As well as working closely with Trade Unions to ensure cohesion.
(3) Which of the groups with protected characteristics have you consulted with?	

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE
NO

DISABILITY
NO

GENDER
Given that the majority of our staff are women delivery of the savings plan will have a greater adverse effect on female workers

MARRIAGE/CIVIL
PARTNERSHIP
NO

AGE
NO

GENDER
REASSIGNMENT
NO

RELIGION/BELIEF
NO

PREGNANCY
MATERNITY
NO

SEXUAL ORIENTATION
NO

(2) If there is an adverse impact, can this be justified?

As noted above, we have identified that more women than men will be affected due to the high proportion of women in the service. However, the cuts have come from Central Government and as a result it is an unavoidable consequence of downsizing the organisation whilst ensuring we are committed to serving the community of Warwickshire. Warwickshire County Council needs to ensure that it achieves the required savings. Workforce data and customer demand has been analysed and used to make the decisions on where posts/services within HR&OD will be cut, therefore the cuts proposed within HR&OD have been made based on analysis of data and is the most robust way to ensure equity across the service.

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>As Warwickshire County Council has had to make significant savings across the organisation and we will treat people fairly and with dignity and respect and base decisions on service requirements and skills assessments. A range of policies and procedures are in place to mitigate the impact of compulsory redundancy, for example redeployment. The corporate wide offer of voluntary early retirement will reduce the impact of redundancy.</p>
<p>(4) How does the plan contribute to promotion of equality? If not what can be done?</p>	<p>The overarching OOP 2020 plan ensures Warwickshire County Council serves the community of Warwickshire and that continues to be our ultimate aim whilst making these cuts. As HR&OD is a function primarily concerned with employees and we have identified there will be a reduction in staffing this may potentially have an adverse impact on employee wellbeing. However, where this can be mitigated we will ensure it is. As well as this, we apply the policy fairly and in line with legislation and we will support staff at risk of redundancy.</p>
<p>(5) How does the plan promote good relations between groups? If not what can be done?</p>	<p>We have developed a robust Learning and Development plan to ensure our staff are supported throughout this process and to improve relations between the protected characteristics. However, this may not always be relevant to those members of staff who choose to take voluntary redundancy. Equality of opportunity to access support and learning and development as well as equal treatment throughout the process will promote good relations between groups..</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>The changes are likely to lead to an increase in uncertainty and therefore anxiety for those staff in the areas affected. People are likely to be asked to do more and increase responsibility which may impact on health and wellbeing. The policies, procedures, learning and development plan and the County's wellbeing strategy are intended to provide support to staff to address this.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>N/A</p>

(9) Will the plan increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?	N/A
(10) Will the plan reduce health inequalities? If so, how, what is the evidence?	N/A

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
To review the EqIA yearly and when changes are made to the OOP2020 Proposals	Sue Evans	As and when required	N/A	

(2) Review and Monitoring
Dec 2016 Review following consultation with staff and unions

State how and when you will monitor policy and Action Plan

Final EqIA will be reviewed once the overall plan has been completed

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken in August 2016 and will be reviewed in August 2019.'






EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Information Assets OOP 2020 Savings Proposals

(RG-IA-01 – RG-IA-06)

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Information Assets
Plan/ Strategy/ Policy/ Service being assessed	One Organisational Plan 2017-2020 Savings Proposals
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New Savings proposals Similar Proposals have been reviewed in each year of 2014-2018 OOP
EqIA Review team – List of members	Tonino Ciuffini, Claire Bonnet
Date of this assessment	24 th August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/ priority

Note:
 1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Relevance/Risk to Equalities									
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)	
Proposal	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
RG-IA-01 – IA Management	✓		✓							✓
RG-IA-02 – Infrastructure Support	✓		✓		✓					✓
RG-IA-03 Help Desk Support	✓		✓		✓					✓
RG-IA-04 Traded Service Surplus	✓		✓		✓					✓
RG-IA-05 Programme & Project Support	✓		✓		✓					✓
RG-IA-06 ICT Development Fund	✓		✓		✓					✓

use

Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? **If yes please explain how.**

NO

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? **If yes please explain how.**

NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

<u>Stage 1 – Scoping and Defining</u>	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	The aims of the plans are to deliver the One Organisational Plan 2017-2020 savings targets that are being set for the Information Assets Service.
(2) How does it fit with Warwickshire County Council's wider objectives?	It is part of the overall Council approach to delivering the One Organisational Plan 2017-20
(3) What are the expected outcomes?	<p>Reviewing and redesigning the service to be able to operate within the reduced financial resources available to the service while:-</p> <ul style="list-style-type: none"> • Minimising the impact on Information Assets and the Authority's services from the changes • If possible improving the service via re-design
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	The One Organisational Plan is designing to benefit all protected groups by seeking to ensure that the Councils reduced resources are utilised in the manner to deliver the maximum benefit to Warwickshire Citizens as a whole. The proposals are designed to specifically avoid discriminating against any group within our community and promote equality of opportunity and good community relations
<u>Stage 2 - Information Gathering</u>	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	We have sought to focus on aligning our resources to the overall outcomes for the Authority, and use feedback from recent customer surveys. As with all our service approaches we seek to ensure that there is no disadvantage to any of the protected groups. As part of this EIA process the Head of Service has revisited each budget proposal to check for any negative impact specifically for any of the Groups. None have been found.

(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?

Consultation has been carried out as part of the wider One Organisational Plan 2017-2020 work. For Phase 1 of the plan given the sensitive and confidential nature of the One Organisational Plan, only Corporate Board, the Customer & Transformation Board and Resources Leadership Team were engaged / consulted with the detail.

Following the Budget Statement by Councillor Izzi Secombe, Leader of the Council on the 22nd September, consultation and engagement will be carried out with staff, trade unions, Members and the general public on the delivery of the savings via the planned Corporate process.

We have deliberately not included any further staff savings in the first year of the OOP because of the overlap with planned staff savings in the final year of the 2014-17 OOP.

(3) Which of the groups with protected characteristics have you consulted with?

To be included as part of the wider One Organisational Plan approach. No specific Information Assets consultation has taken place with individual groups

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

RACE	DISABILITY	GENDER
No	No	No
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
No	No	No

If yes, identify the groups and how they are affected.

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
	No	No	No
(2) If there is an adverse impact, can this be justified?	Not applicable		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	<p>In terms of direct impact on staff the major impact will be the reduction in the number of posts. To seek to ensure that we do not introduce a negative impact we will seek to achieve these via natural turnover and voluntary redundancy processes if required. While this should mean that there are no active discriminatory activities undertaken, we do recognise that this could adjust the balance of staff across any of the groups, with the age group particularly vulnerable, and gender balance could also be impacted because some areas of the service have significantly lower percentages of female staff. However, we still feel that this is the fairest option available.</p> <p>All posts removed so far in OOP 2014-18 have been achieved via natural turnover and voluntary redundancy as planned. Also as customer satisfaction with our services has continued to increase in each of the 2 years since the original assessment, this suggests that we are minimising the negative impact on wider WCC staff.</p> <p>In terms of indirect impact as discussed we do not believe that the plan introduces any negative impact specifically for any of the Groups, and we will continue to monitor this.</p> <p>The plan has sought to maintain equality at the heart of the service provision, and if successful will have helped the Authority maximise the services for vulnerable groups which often includes supporting some of these groups.</p>		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?			

(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?

The overall aim of the One Organisation Plan is to improve the quality of life for all our communities. This includes the promotion of good relations between groups by promoting equality of opportunity in terms of equal access to services, equal treatment and ultimately equal outcomes. We will continue to seek to ensure that the use of Information Assets services seeks to support this.

(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

We do not believe that there are any obvious barriers to accessing Information Assets services, indeed :-

- ICT can assist staff and citizens with disabilities through specific accessibility functions
- The use of electronic services can assist access for more geographically remote groups

As stated the use of electronic and more 'Digital by Default' services for the Council has this advantage that we can increase accessibility for some groups such as physically remote, and those with disabilities. However we must ensure that we do not introduce a digital divide, which services have the option to avoid by either retaining non digital channels, or using an assisted digital approach. Our BDUK project extending superfast broadband across the County helps with the connectivity element of the digital divide. Also our policy to develop ICT solutions for use on mobile devices and the increasing spread of these devices within the community helps with wider accessibility issues.

(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?

As with the overall plan, and as outlined above one of the primary aims in the development of the Information Assets plan is to maintain and where ever possible continue to improve the quality of WCC services and as a result their impact on the life and well-being of the citizens of Warwickshire.

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)

With regard to staff the specific proposal in RG-IA-01 re inviting staff to consider alternative working hours may help staff with work/life balance.
None planned as we do not believe that the Information Assets plans are directly introducing any.

As with the overall plan, and as outlined above one of the primary aims in the development of the Information Assets plan is to maintain and where ever possible continue to improve the quality of WCC services, so we do not believe that the Information Assets plans will cause this impact.

As for question 9.

(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

We will monitor this as the plans to introduce each year's savings are being implemented.

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on 24th August 2016 and will be reviewed in Quarter 4 2017 as part of implementing the second year of the OOP 2020 savings




EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

Law and Governance

RL-LG-01	Democratic Services – change to staffing profile
RL-LG-03	Audit – change to staffing profile and processes
RL-LG-02	Legal Services – revenue growth plans

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Law & Governance
Plan/ Strategy/ Policy/ Service being assessed	Democratic Services Audit Legal Services revenue growth All existing services
Is this is a new or existing policy/service?	
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Sarah Duxbury
Date of this assessment	1 st August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	S. Duxbury
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	No
Name and signature of Head of Service (to be signed after the EqIA has been completed)	S. Duxbury
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities									
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)	
State the Function/Policy /Service/Strategy being assessed:										
Democratic Services staffing changes	x			x	x		x		x	
Audit – staffing changes	x		x	x	x		x	x		x
Legal Services – revenue growth plans	x			x	x		x		x	
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.										
										NO
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.										
										NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	The Service is required as part of the development of the OOP 2020 to identify savings options that will contribute to the Council's overall savings target. Service changes relating to staffing for Democratic Services and Audit and also new income generation for Legal Services will enable L&G to meet OOP2020 targets
(2) How does it fit with Warwickshire County Council's wider objectives?	The Council has a legal obligation to operate within a balanced budget. The project is also in line with the Council's 5th One Organisational Plan outcome: 'Resources and services are targeted effectively and efficiently whether delivered by the local authority, commissioned, or in partnership'
(3) What are the expected outcomes?	Savings targets delivered Service delivery maintained
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	No specific groups. The proposals will indirectly impact on all residents in Warwickshire as they form part of the Council's overall savings plans to deliver a balanced budget
Stage 2 - Information Gathering	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	Management information about staffing. CIPFA benchmarking data about the service where available (comparative cost and delivery outputs) Externally commissioned report regarding opportunity for business growth within the legal market Soft intelligence regarding Local Authority legal market
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	Consultation with Strategic Director of Resources on all elements Member decision (Cabinet) on Legal Services Revenue Growth - 4 th July 2016 There has been engagement with staff in legal services on the ABS (company) and revenue growth proposals. Engagement will continue during implementation Consultation on staffing changes within the Audit Service will be undertaken in due course in line with HR policies and procedures.

None - but they will be included in the Audit Service staff consultation

(3) Which of the groups with protected characteristics have you consulted with?

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

If yes, identify the groups and how they are affected.

RACE
No

DISABILITY
No

GENDER
No

MARRIAGE/CIVIL
PARTNERSHIP
No

AGE
No

GENDER REASSIGNMENT
No

RELIGION/BELIEF
No

PREGNANCY
MATERNITY

SEXUAL ORIENTATION
No

No – however there are staff on maternity leave who will be part of the consultation around staffing changes in the Audit Service

(2) If there is an adverse impact, can this be justified?

No adverse impact. All changes to staffing will be in accordance with HR policies and procedures

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>All changes to staffing will be in accordance with HR policies and procedures</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>For the Audit Service, the proposal will seek to promote equality following the transfer of Worcestershire staff to WCC</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>As above</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Audit Service - Potential positive impact on staff of the team being employed on the same basis. However outcome of changes unlikely to satisfy all staff which may impact on health and wellbeing.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>None - N/a</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No - N/a</p>

(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?

No

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

Services to be reviewed as part of corporate review arrangements, unless changes during implementation require an earlier review.

Please annotate your policy with the following statement:

‘An Equality Impact Assessment/ Analysis on this policy was undertaken on 1st August 2016 and will be reviewed on 1st August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

One Organisational Plan 2020 – Physical Assets

RG-PA 01 to 05 consolidated

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Physical Assets
Plan/ Strategy/ Policy/ Service being assessed	One Organisational Plan 2020
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Steve Smith
Date of this assessment	11 th August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	<i>Steve Smith</i>
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	YES/ NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	<i>Steve Smith</i>
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	<i>[Signature]</i>

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for
Warwickshire

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

To provide the council with a balanced budget for the period 2017-2020. Within the OOP2020, new budget targets and savings plans to rationalise the size and use the council's assets have been set for the Physical Assets service, with the aim to deliver business objectives and the continuity to front line services within a reduced budget.

(2) How does it fit with Warwickshire County Council's wider objectives?

The One Organisational Plan itself sets the council's objectives, which in turn sets the objectives for Physical Assets to deliver its services within a reduced budget.

(3) What are the expected outcomes?

That the council operates within a reduced budget and that Physical Assets delivers against its objectives, thus:

To formulate and promote the strategic plan for the council's assets and deliver rationalisation so that service needs are met and resource efficiency is maximised

As the corporate landlord we deliver a fit for purpose, safe, secure and comfortable environment so that the council can operate efficiently and effectively through the use of its assets.

To deliver valued services and facilities to customers and property users so that front-line service delivery is the best it can be. Also to deliver development and investment opportunities so that assets contribute to the wealth and health of Warwickshire communities.

(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)

All

In the case of rationalising office accommodation, alternative local provision will be provided on a reduced footprint at a reduced cost. The quality of the provision will match current facilities, and therefore there will be no impact on access to services.

Stage 2 - Information Gathering

- (1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?
- (2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?
- (3) Which of the groups with protected characteristics have you consulted with?

The Physical Assets OOP2020 includes a review of staffing structures, capital and revenue budgets, the council's asset register, WES trading accounts.

No staffing groups are adversely affected by the Physical Assets element of the One Organisational Plan.

Consultation will be carried out as part of the corporate process for OOP2020.

Consultation will be carried out as part of the corporate process for OOP2020. No specific Physical Assets consultation has taken place with individual groups.

Stage 3 – Analysis of impact

- (1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?
If yes, identify the groups and how they are affected.

RACE	DISABILITY	GENDER
NO	NO	NO
MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
NO	NO	NO

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
	NO	NO	NO
(2) If there is an adverse impact, can this be justified?	<p>N/A</p> <p>Accommodation standards will be maintained and will meet the requirements of the DDA. These requirements are also enforced by the Building Regulations. Notwithstanding any works required to meet the DDA, the council needs to make savings and the proposals that have been put forward meet these savings.</p> <p>The major impact of the OOP2020 is the reduction in the number of posts in Corporate Catering. In order to ensure that the process of reduction does not introduce a negative impact on any particular groups, we will seek to achieve the reduction via natural turnover and voluntary redundancy processes.</p> <p>In terms of direct impact, we do not believe that the plan introduces any negative impact specifically for any group, and this will continue to be monitored.</p> <p>The staffing changes will be managed in accordance with the Council's HR policies. Any accommodation changes will be in accordance with the DDA.</p> <p>We will continue to seek to ensure that the use of the council's assets and the services Physical Assets provides support the aims of the OOP2020.</p> <p>We do not believe that there are any obvious barriers to accessing the council's property assets, nor Physical Assets services.</p> <p>All council assets that require public access are accessible in accordance with DDA. As with the overall Plan, one of the primary aims of the Physical Assets plan is to maintain and wherever possible improve the quality of the council's services and as a result their impact on the life and well-being of the citizens of Warwickshire.</p>		
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)			
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?			
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?			
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?			
(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?			

<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>There are none planned, as we do not believe that the Physical Assets plan is directly introducing any adverse or negative impact.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>There are no properties delivering health services affected by the Physical Assets OOP2020. I therefore do not believe that the Physical Assets plan will have an adverse impact on access to health services.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>Referring to question 9, I do not believe that the Physical Assets plan will have an adverse impact on reducing health inequalities.</p>

<p>Stage 4 – Action Planning, Review & Monitoring</p>					
<p>If No Further Action is required then go to – Review & Monitoring</p>	<p>EqIA Action Plan</p>				
<p>(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p>	<p>Action</p>	<p>Lead Officer</p>	<p>Date for completion</p>	<p>Resource requirements</p>	<p>Comments</p>
<p>(2) Review and Monitoring State how and when you will monitor policy and Action Plan</p>					

Review and Monitoring will be actioned according to a programme agreed with the One Organisational Plan team.

Please annotate your policy with the following statement:




‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on 11th August 2019 (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

RG-FIN-01	Repayment of self-financed borrowing for Agresso finance system.
RG-FIN-02	Additional income from contract rebates and Procurement service activity
RG-FIN-03	Process savings through increased standardisation
RG-FIN-04	Reduction in support from local finance and corporate finance to the Annual Financial Cycle (budget setting, monitoring and final accounts)
RG-FIN-05	Further staffing reductions in transactional and support activity

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources
Business Units/Service Area	Finance
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing service
EqIA Review team – List of members	Claire Bonnet
Date of this assessment	August 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities														
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)						
State the Function/Policy /Service/Strategy being assessed:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Repayment of self-financed borrowing for Agresso finance system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional income from contract rebates service activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased standardisation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reduction in support from local finance and corporate finance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Further staffing reductions in transactional and support activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged															NO

communities? If yes please explain how.

Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.

The savings around reducing transactional costs may include the Benefits Assessment & Income Control Service (BAIC) by 2019/2020. This will depend on the extent to which transactional savings can be made elsewhere within the Finance service). The BAIC service reviews the need for clients to fund part of their adult social care. However, any possible change would not directly affect the amount the client pays or the way in which the service is delivered to the client (which is currently primarily a placement visit for a face-to-face review) – as any changes would relate to efficiencies within “back office” support.

YES

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

Savings will result from (i) reductions to local finance and corporate finance support; (ii) reductions staffing numbers / costs in transactional services. The detailed proposals are as follows:

- make the final payment to repay borrowing to pay for the Council's financial system (Agresso) and so can then use the budget as an ongoing saving.
- prioritise additional service activity to target additional income from contract rebates
- reduce the need for current staffing capacity by focussing on greater use of standardised processing of transactions (eg greater use of procurement cards, direct debits) and less manual intervention (eg by enforcing the use of Purchase Orders to match orders to invoices by both service managers and suppliers).
- reduce the number of staff it employs to support both service managers and Elected Members for budget setting, quarterly financial monitoring and final accounts, by focussing more on training and on-line support and redesigning services to improve the "financial literacy" of the organisation.
- make further staffing reductions to reduce support for transactions (including cash management, cash collection and systems support), including exploring the benefits of a broader transactional service across the organisation.

The overall aims and objectives of the service are to

- focussing on being an enabler for the authority (adding value by identifying the most effective way of using financial resource to deliver the key outcomes of the authority)
- providing cost effective stewardship of these resources (by providing effective financial analysis to support governance and ensure financial accountability)
- working to improve the financial literacy of the organisation (by providing a robust financial system in line with the needs of the Authority and by commissioning all aspects of training related to finance activity for the finance community and its internal customers)

The savings proposals aim to minimise the impact on these key aims and objectives.

<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>The draft OOP 2020 plan includes an underpinning objective to make the best use of available resources. The proposed savings are the Finance Service contribution to the savings overall target and fit with the council's wider objectives of becoming more efficient.</p>
<p>(3) What are the expected outcomes?</p>	<p>The overall objective is to deliver as close as possible to the same service outcomes as at present (good financial management within the authority) but at lower cost.</p>
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>None.</p>
<p><u>Stage 2 - Information Gathering</u></p>	
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Current staffing profile.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>Not to date – changes are primarily internal to the management of the Authority. Changes to the internal service delivery has taken into account internal customer feedback. The intention is that any changes to BAIC will not affect customers who use this service. However, if there is an impact then these customers will need to be consulted too.</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>Not applicable.</p>
<p><u>Stage 3 – Analysis of impact</u></p>	

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>None</p>	<p>DISABILITY</p> <p>None</p>	<p>GENDER</p> <p>The Service has a disproportionate number of women and given that savings arise from staffing reduction, there is potential for a greater impact on women compared to men</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>None</p>	<p>AGE</p> <p>None (other than whether any savings will be delivered via Voluntary Early Retirement)</p>	<p>GENDER REASSIGNMENT</p> <p>None</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>RELIGION/BELIEF</p> <p>None</p>	<p>PREGNANCY MATERNITY</p> <p>None</p>	<p>SEXUAL ORIENTATION</p> <p>None</p>
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>The changes will mean a loss of posts. The Service employs a disproportionate number of women and given that the savings arise from reducing the number of posts, that is likely to have a greater impact on the number of women rather than men in post. However, the reduction in posts will be managed in accordance with corporate HR policies to guard against any negative equalities impacts.</p> <p>As the draft OOP priorities focus on relatively protecting front line services supporting economic growth and the vulnerable, the reduction in posts can be justified on the grounds of the need for efficiencies to meet overall savings targets and to maximise the funding used to provide direct services to communities.</p>		
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>Not applicable</p>		

<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Not applicable</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>There are no obvious barriers to accessing the service, as the finance service focuses primarily on support to other front line providers. Where the service does provide services directly to the public (for example, Benefits Assessment & Income Control) there are no plans to reduce access to those services.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Increase in uncertainty for staff and potential stress that may impact on health and wellbeing.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Not applicable.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>Not applicable.</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>Not applicable.</p>

Stage 4 – Action Planning, Review & Monitoring

EqIA Action Plan

If No Further Action is required then go to –
Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

Action	Lead Officer	Date for completion	Resource requirements	Comments

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

Impact monitored through standard HR monitoring (in terms of staff losses).
Impact of changes in service delivery to be monitored via service performance measures (eg number of assessments completed; income collected; complaints made)

Please annotate your policy with the following statement:

'An Equality Impact Assessment/ Analysis on this policy was undertaken on August 2016 and will be reviewed on August 2019.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

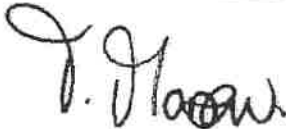

RL-PE01: Reduction of management team as a result of the release of a vacant post

RL-PE02: Reduction in management and operational capacity through streamlining processes and redesigning the service.

RL – PE 03: Reduction in software tools and procured data sets which are used to provide insight & intelligence in support of transformation and service delivery for WCC.

PL-PE 04: Reduction in the cost of providing a commissioning and business intelligence service through the release of a vacant post.

Equality Impact Assessment/ Analysis (EqIA)

Group	Resources Group
Business Units/Service Area	Performance
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Savings Proposals
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Tricia Morrison (HoS) Elizabeth Abbott, Stephanie Gardner, Spencer Payne, Chris Kaye
Date of this assessment	01/08/2016
Signature of completing officer (to be signed after the EqIA has been completed)	Elizabeth Abbott
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities													
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)					
State the Function/Policy /Service/Strategy being assessed:														
Reduction of Management Team as a result of the release of vacant post	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reduction in management and operational capacity through streamlining processes and redesigning the service.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reduction in software tools and procured data sets which are used to provide insight & intelligence in support of transformation and service delivery for WCC	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reduction in the cost of providing a commissioning and business intelligence service through the release of a vacant post	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

<p>Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? If yes please explain how.</p>	<p>NO</p>
<p>Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.</p>	<p>NO</p>

Form A2 -- Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining	
(1) What are the aims and objectives of Plan/Strategy/Service/Policy?	The Service is required as part of the development of the OOP 2020 to identify saving options that should they be enacted, will contribute to the Council's overall savings target. This EIA reflects that process in relation to the Performance Business Unit
(2) How does it fit with Warwickshire County Council's wider objectives?	The Council has a legal obligation to operate within a balanced budget, the overall planning process associated with the OOP 2020 aims to deliver that balanced position over the period of the plan
(3) What are the expected outcomes?	The Performance Business Unit will have different activities to deliver and this will be supported by different staffing arrangements including the expectation that staff within the business unit will have more delegated responsibility within their roles. The service will operate within a reduced financial envelope.
(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)	All groups listed will benefit: Gender, Race, Disability, Sexual Orientation, Religion/Belief, Age, Gender Reassignment, Pregnancy/ maternity, Marriage / Civil partnership. The activities that the Business Unit will provide, will help shape, inform, direct and support the Council to deliver on its Organisation's vision for Warwickshire and its organisational outcomes within a reduced financial envelope and these will need to ensure that they consider all groups with protected characteristics and social inequalities.
Stage 2 - Information Gathering	
(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?	An analysis has been undertaken of the respective areas of Performance Business Unit activity and the relevance to the Council's emerging needs and objectives.
(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?	Strategic Director of Resources
(3) Which of the groups with protected characteristics have you consulted with?	None to date, however, the savings options proposed will be considered as part of the broader Public Engagement Activity commencing late September

Stage 3 – Analysis of impact

<p>(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE None</p> <p>MARRIAGE/CIVIL PARTNERSHIP None</p> <p>RELIGION/BELIEF None</p>	<p>DISABILITY None</p> <p>AGE None</p> <p>PREGNANCY MATERNITY None</p>	<p>GENDER None</p> <p>GENDER REASSIGNMENT None</p> <p>SEXUAL ORIENTATION None</p>
<p>(2) If there is an adverse impact, can this be justified?</p>	<p>Not Applicable – The staffing changes arising from the changes will be managed in accordance with the Council's established HR arrangements.</p>		
<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Not Applicable – The staffing changes arising from the changes will be managed in accordance with the Council's established HR arrangements.</p>		
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The staff reductions will be managed in accordance with the Council's established HR arrangements which aims to ensure equality of opportunity for staff impacted by change.</p>		
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Not applicable</p>		
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>Not applicable</p>		
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>None</p>		

(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)	Not applicable
(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?	No
(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?	No

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Review of EIA as part of monitoring of implementation of savings options	Head of Performance	01/08/2017 (Annual Review)	HoS, Service Managers, Finance & HR Support Staff	

Not applicable. EqlA to be reviewed on an Annual Basis and Plan to be updated should this be necessary.

Please annotate your policy with the following statement:



‘An Equality Impact Assessment/ Analysis on this policy was undertaken on (date of assessment) and will be reviewed on (date three years from the date it was assessed).



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

FL-FR-01 Merger, Alliance or Commissioning out of Warwickshire Fire and Rescue Service

Equality Impact Assessment/ Analysis (EqIA)

Group	Fire and Rescue
Business Units/Service Area	Fire and Rescue
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 options
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Rachel Barnes, Claire Bonnet
Date of this assessment	24 th August 2016 and updated on 15 th November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

High relevance/priority
 Medium relevance/priority
 Low or no relevance/ priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

	Relevance/Risk to Equalities									
Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)	
Staff Impacts Potential changes to contracts, staff relocation and redundancies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? No.										NO
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.										NO

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The OOP 2020 programme aims to achieve further savings across Warwickshire County Council (WCC). Services were asked to model a budget reduction and a number of options were developed.

Merger of Warwickshire Fire and Rescue Service (WFRS) and another Fire and Rescue Service. The merits of this option have been debated corporately and politically within WCC for several years. This is a complicated outcome to achieve, but would provide the optimum level of public service and resilience in a period of reduced resources.

Alliance or other strategic collaborative partnership of WFRS with another 'Blue Light' organisation. Options include a Fire/Fire alliance, supporting a business case for governance by the Police and Crime Commissioner, or a hybrid model incorporating both Police and Fire. Savings and costs would be dependent on the business case developed along with agreement regarding cost apportionment and separation.

Commission out WFRS to a neighbouring Fire Authority. A variation to a merger or alliance is to commission all service delivery to another FRA under section 16 of the Fire and Rescue Services Act 2004. This would retain WCC as the Fire Authority for the area but with all operational delivery provided against a specified level of service for an agreed cost. Savings and costs would be dependent on the business case developed along with agreement regarding cost apportionment and separation.

It is estimated these changes could realise potential savings of around £2 million, although it is difficult to gauge the exact amount at this stage. These options could also improve resilience and enhance the use of resources across County boundaries.

(2) How does it fit with Warwickshire County Council's wider objectives?

It supports the delivery of savings as part of the OOP 2020 programme, whilst still aiming to deliver the Service's overall purpose: *'Protecting the community and making Warwickshire a safer place to live.'*

<p>(3) What are the expected outcomes?</p>	<p>To make sure that WFRS contributes to the balancing of the County Council's budget, that statutory duties are fulfilled as set out in various acts including the Fire and Rescue Services Act 2004 and the Civil Contingencies Act 2004, that current levels of performance are maintained, and that our firefighters are provided with the necessary equipment, training, systems and policies to help keep them, and the public, safe.</p>
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>WFRS services are intended to benefit all; in relation to responding to emergencies, preventing emergencies and protecting the public, and supporting and developing our staff. WFRS has sought to improve its response standards in rural areas and maintain them in urban areas, thus creating a more equitable service provision. The improvement in response standards has been achieved by changing duty systems enabling more firefighters to be available at peak times and providing an additional appliance in the Gaydon area. A potential merger, alliance or commissioning out of the Service could maintain an effective response to the public whilst delivering savings.</p>
<p>Stage 2 - Information Gathering</p>	<p>Various reports including the Strategic Assessment, a wide range of performance information including service demand information, response times and availability reports, other Fire and Rescue Services' Risk Management Plans, a comprehensive Fire Cover Review, and financial reports.</p>
<p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>An extensive review of Fire and Emergency Cover was carried out from October 2015 to May 2016, taking into account the statutory duties and responsibilities of the Fire Authority including the need to maintain firefighter safety. This review concluded that a 20-vehicle response model was required as a minimum level to be confident of achieving the attendance standard of 75% life risk incidents in 10 minutes based on present call volume and distribution. The 20 vehicle model consists of 18 front line fire engines crewed by a minimum of four firefighters, supported by two Small Fire Units (to respond to lower priority incidents) as well as a suitable level of specialist support in the form of special appliances and command officers.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>Implementing these changes would result in a reduction of five fire engines (from 23 to 18) across the county. This would provide the minimum level of operational cover required to maintain the level of service against the 10 minute attendance standard assuming that current call volume and distribution across the county continued largely unchanged and that fire engine availability was maximised. Delivering significant further savings whilst maintaining an effective response would require a different operating model for the Service, either through a merger or alliance with another service, or commissioning out WFRS to another Fire Authority.</p> <p>There has been consultation with the management team and staff in WFRS on this option. It is planned to carry out full public and staff consultation once the Council has agreed the options. The results of the consultation will be analysed and used to shape our future plans, as we have done previously.</p>

(3) Which of the groups with protected characteristics have you consulted with?

We plan to consult with staff and the public once the Council has agreed the options (see previous note). Equality monitoring of consultation participants will be undertaken, including consideration of all the Protected Characteristics. Statistical data will be collected to ensure consultation is reflective of the population across Warwickshire.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?

RACE
N/A

DISABILITY
N/A

GENDER
Staff Impacts: Possible greater impact on female staff due to potential for changes in roles, relocation etc. of support functions, including administration.

If yes, identify the groups and how they are affected.

MARRIAGE/CIVIL
PARTNERSHIP

N/A

AGE
N/A

GENDER REASSIGNMENT

N/A

(2) If there is an adverse impact, can this be justified?

RELIGION/BELIEF

N/A

PREGNANCY MATERNITY

N/A

SEXUAL ORIENTATION

N/A

There may be an impact on staff in terms of potential relocation, changes in roles or redundancies. WFRS will carry out full staff consultation and consider any impacts on staff to reduce the impact of a disproportionate effect in any particular group. Whilst we will continue to monitor staffing levels within the protected characteristic groups, we do not consider that any actions undertaken will amount to discrimination.

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)

Consultation exercises will be carried out to inform the public, staff and other stakeholders of the proposals and gather comments. In light of the findings from consultation, we will review and update our original plans as appropriate.

<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The option maintains 24 hour emergency cover to protect the public, thus contributing to the promotion of equalities.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Robust consultation will be carried out with community groups and in the affected areas and other stakeholders to promote good relations.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>WFRS has sought to overcome barriers, particularly for those living in rural communities, by introducing a 10 minute response standard for life risk incidents in both urban and rural areas. These options should maintain on that performance standard.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Ensuring an effective response should maintain positive outcomes for casualties by providing a swift response to fires, road traffic collisions and other emergencies. Stabilising casualties trapped in cars and preventing fires from developing further has the potential to help save lives and reduce the extent of injuries. There may be a negative impact on support staff due to changes in or loss of employment and therefore potential stress, and this will be managed carefully.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>These options should enhance organisational capacity and protect our service delivery for the public, hence there should be no adverse impact on population health.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>WFRS will strive to maintain an effective response to incidents to help protect the public, including the most vulnerable and those at risk of health inequalities. An option for a merger, alliance or commissioning out should strengthen organisational capacity which may enhance opportunities to develop differential services e.g. services for children, services for vulnerable persons, and community safety installations for particular needs. These changes would help to reduce health inequalities.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Develop options appraisal	Deputy Chief Fire Officer Rob Moyney	Sept 2017-Jan 2018	DCFO, Project Manager, HR manager	
Fire Authority direction on preferred option	DCFO Rob Moyney	Jan 2018	DCFO, Project Manager	
Develop business case	DCFO Rob Moyney	April 2018	DCFO, Project Manager	
Fire Authority agreement for consultation	DCFO Rob Moyney	Sept 2017	DCFO	
Stakeholder consultation including the public	AC Dave Pemberton	By Dec 2018 (IRMP action plan)	Consultation / Project Manager and team	
Fire Authority agreement	DCFO Rob Moyney	March 2019	DCFO	
Establish an implementation team and plan	DCFO Rob Moyney	May 2019	DCFO, Project team	
Deliver changes, governance and financial arrangements	DCFO Rob Moyney	From April 2020	DCFO, Project team	

The EqIA will be reviewed in line with the OOP 2020 process.

(2) Review and Monitoring: State how and when you will monitor policy and Action Plan

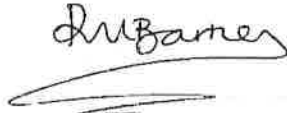

An Equality Impact Assessment on this option was undertaken on 24th August 2016 and updated on 15th November 2016. It will continue to be reviewed if the options are agreed and progresses through the implementation phases.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

FL-FR-02 Alternative Arrangements for Warwickshire Fire and Rescue Service's Fire Control

Equality Impact Assessment/ Analysis (EqIA)

Group	Fire and Rescue
Business Units/Service Area	Fire and Rescue
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Options
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	New
EqIA Review team – List of members	Rachel Barnes, Claire Bonnet
Date of this assessment	24 th August 2016 and updated on 15 th November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS

 High relevance/priority
  Medium relevance/priority
  Low or no relevance/priority

- Note:**
1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
 2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services:	Relevance/Risk to Equalities											
	State the Function/Policy /Service/Strategy being assessed:	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)		
Staff Impacts Changes to staff/contracts, and potential redundancies, estimated at 6 Fire Control operator posts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? No.												
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.												

Form A2 – Details of Plan/ Strategy/ Service/ Policy

<p>Stage 1 – Scoping and Defining</p>	<p>(1) What are the aims and objectives of Plan/Strategy/Service/Policy?</p>	<p>The OOP 2020 programme aims to achieve further savings across Warwickshire County Council (WCC). Services were asked to model a budget reduction and a number of options were developed. For WFRS, the options include implementing alternative arrangements for Fire Control to realise savings of circa £300,000.</p> <p>This requires the willingness of a partner agency, the interoperability of ICT systems, changes to staff/contracts, and potential staff redundancies. The timescale for delivery would be towards the end of the OOP2020 period given the complexities of the task and the status of the previous Fire Control project with Northamptonshire Fire and Rescue Service (NFRS).</p> <p>It supports the delivery of savings as part of the OOP 2020 programme, whilst still aiming to deliver the Service's overall purpose of <i>'Protecting the community and making Warwickshire a safer place to live.'</i></p>
<p>(2) How does it fit with Warwickshire County Council's wider objectives?</p>	<p>To make sure that WFRS contributes to the balancing of the County Council's budget, that statutory duties are fulfilled as set out in various acts including the Fire and Rescue Services Act 2004 and the Civil Contingencies Act 2004, that current levels of performance are maintained, and that our firefighters are provided with the necessary equipment, training, systems and policies to help keep them, and the public, safe.</p> <p>WFRS services are intended to benefit all; in relation to responding to emergencies, preventing emergencies and protecting the public, and supporting and developing our staff. Implementing alternative arrangements for Fire Control could maintain an effective response to the public whilst delivering savings.</p>	
<p>(3) What are the expected outcomes?</p>	<p>WFRS services are intended to benefit all; in relation to responding to emergencies, preventing emergencies and protecting the public, and supporting and developing our staff. Implementing alternative arrangements for Fire Control could maintain an effective response to the public whilst delivering savings.</p>	
<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>WFRS services are intended to benefit all; in relation to responding to emergencies, preventing emergencies and protecting the public, and supporting and developing our staff. Implementing alternative arrangements for Fire Control could maintain an effective response to the public whilst delivering savings.</p>	
<p>Stage 2 - Information Gathering</p>		

Previous reports on Fire Control in WFRS, the Fire Cover Review (2016), the Strategic Assessment, a wide range of performance information, other Fire and Rescue Services' Risk Management Plans, financial reports, statutory duties with regard to response to emergency incidents detailed in the Fire Services Act, and associated legislation such as the Civil Contingencies Act.

The Fire Cover Review concluded that a **20-vehicle response model was required as a minimum level** to be confident of achieving the attendance standard of 75% life risk incidents in 10 minutes, based on present call volume and distribution. Implementing these changes would result in five fewer fire engines (from 23 to 18). To deliver significant further savings and maintain an effective response would require a different operating model for WFRS, including alternative arrangements for Fire Control. This option would build on changes already being made in Fire Control. Mobilising systems have been upgraded in partnership with Northamptonshire FRS, following the Cabinet Paper on 13th October 2011 that presented three options for Fire Control Provision. A further update was provided in the Cabinet Paper on 14th June 2012 and outlined DCLG bid requirements.

There has been initial consultation with the management team and staff in WFRS, but no wider staff or public consultation at this stage. It is planned to carry out full consultation once the Council has agreed the options. The results of the consultation will be analysed and used to shape our future plans.

We plan to consult with staff and the public once the Council has agreed the options. Equality monitoring of consultation participants will be undertaken, including consideration of all the Protected Characteristics. Statistical data will be collected to ensure consultation is reflective of the population across Warwickshire.

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination? If yes, identify the groups and how they are affected.

RACE
N/A

DISABILITY
N/A

GENDER

Staff Impacts: Where there is a disproportionate effect on women within the Control team, due to the high proportion of female staff in this area (potential changes in staff/contracts and job loss)

	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
	N/A	N/A	N/A
(2) If there is an adverse impact, can this be justified?	RELIGION/BELIEF N/A	PREGNANCY MATERNITY N/A	SEXUAL ORIENTATION N/A
(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)	<p>If agreed, there is likely to be an impact on staff in terms of changes to staff/contracts, and potential redundancies, estimated at six Fire Control operator posts. WFRS will seek to achieve reductions through natural wastage wherever possible. The proportion of female to male staff working in Fire Control is currently higher for women. However, the workforce within WFRS is made up largely of male staff; therefore a significant loss in Fire Control may see even fewer women employed by WFRS. If changes go ahead, every effort would be made to look at redeployment opportunities, so not to lose valuable members of staff.</p> <p>WFRS will carry out full staff consultation and consider any impacts on staff to reduce the impact of a disproportionate effect in any particular group. Whilst we will continue to monitor staffing levels within the protected characteristic groups, we do not consider that any actions undertaken will amount to discrimination.</p>		
(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?	<p>Consultation exercises will be carried out to inform the public, staff and other stakeholders of the proposals and gather comments. In light of the findings from consultation, we will review and update our original plans as appropriate.</p> <p>The option maintains 24 hour emergency cover to protect the public, thus contributing to the promotion of equalities.</p>		
(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?	<p>Robust consultation will be carried out with community groups and in the affected areas and other stakeholders to promote good relations.</p>		
(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	<p>WFRS has sought to overcome barriers, particularly for those living in rural communities, by introducing a 10 minute response standard for life risk incidents in both urban and rural areas. These options should maintain on that performance standard.</p>		

<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Ensuring an effective response should maintain positive outcomes for casualties by providing a swift response to fires, road traffic collisions and other emergencies. However, there is likely to be a negative impact on some staff due to changes in or loss of employment and therefore an increase in uncertainty and potential stress; this will be managed carefully. WFRS will continue to mobilise the necessary resources to respond to the public when they need a rescue service.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>Effective communication and signposting to staff to support mechanisms will be available to help reduce the impact of uncertainty and potential stress for staff.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>No</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Gain Fire Authority direction on preferred option	DCFO Rob Moyney	May 2017	Project Manager/team	
Develop business case	DCFO Rob Moyney	April 2018	Project Manager/team	
Fire Authority agreement for consultation	DCFO Rob Moyney	Sept 2018	DCFO and Project Manager	
Undertake stakeholder consultation including the public	AC Dave Pemberton	Completed by December 2018 (IRMP action plan)	Consultation / Project team	
Fire Authority agreement on final options	DCFO Rob Moyney	March 2019	DCFO	
Develop implementation plan	DCFO Rob Moyney	April 2019	DCFO, Project Manager	
Implementation of changes	DCFO Rob Moyney	TBC		Timescale TBC due to complexity of changes.

The EIA will be updated in line with the OOP.



An Equality Impact Assessment/ Analysis on this option was originally undertaken on 24th August 2016 and updated on 15th November 2016. It will continue to be reviewed if the option is agreed and progresses through the implementation phases.



EQUALITY IMPACT ASSESSMENT/ ANALYSIS (EqIA)

FL-FR-03 Reduction of Retained Duty System Fire Engines and Crews

Equality Impact Assessment/ Analysis (EqIA)

Group	Fire and Rescue
Business Units/Service Area	Fire and Rescue
Plan/ Strategy/ Policy/ Service being assessed	OOP 2020 Options
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	
EqIA Review team – List of members	Rachel Barnes, Polly Sharma
Date of this assessment	24 th August and updated on 15 th November 2016
Signature of completing officer (to be signed after the EqIA has been completed)	
Are any of the outcomes from this assessment likely to result in complaints from existing services users and/ or members of the public? If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible.	NO
Name and signature of Head of Service (to be signed after the EqIA has been completed)	
Signature of GLT Equalities Champion (to be signed after the EqIA is completed and signed by the completing officer)	

A copy of this form including relevant data and information to be forwarded to the Group Equalities Champion and the Corporate Equalities & Diversity Team



Working for Warwickshire

Form A1

INITIAL SCREENING FOR STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY AND FOSTER GOOD RELATIONS



High relevance/priority



Medium relevance/priority



Low or no relevance/priority

Note:

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

Business Unit/Services: State the Function/Policy /Service/Strategy being assessed:	Relevance/Risk to Equalities											
	Gender	Race	Disability	Sexual Orientation	Religion/Belief	Age	Gender Reassignment	Pregnancy/ Maternity	Marriage/ Civil Partnership (only for staff)			
Staff Impacts Removal of RDS units – potential staff relocation and redundancies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Community Impacts Risk of reduced weight of attack to incidents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities? No.												
Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes please explain how.												

Form A2 – Details of Plan/ Strategy/ Service/ Policy

Stage 1 – Scoping and Defining

(1) What are the aims and objectives of Plan/Strategy/Service/Policy?

The OOP 2020 programme aims to achieve further savings across Warwickshire County Council (WCC). Services were asked to model a budget reduction and a number of options were developed. For WFRS, the options include the removal of five Retained Duty System (RDS) fire engines and crews.

Potential removal of five RDS fire engines and crews, resulting in the closure of fire stations and/or the potential removal of the second retained duty fire engines and personnel from other locations. This would reduce the Service's fleet from 23 to 18 fire engines, supported by the possible introduction two Small Fires Units. This would lead to slower response times of fire engines to incidents in the affected areas, and reduce the number of firefighters available at wider incidents until reinforcing crews arrive from elsewhere. Greater over the border support is also likely to be needed. RDS fire-fighter redundancies and public consultation would be required.

(2) How does it fit with Warwickshire County Council's wider objectives?

It supports the delivery of savings as part of the OOP 2020 programme, whilst still aiming to deliver the Service's overall purpose: '*Protecting the community and making Warwickshire a safer place to live.*'

(3) What are the expected outcomes?

To make sure that WFRS contributes to the balancing of the County Council's budget, that statutory duties are fulfilled as set out in various acts including the Fire and Rescue Services Act 2004 and the Civil Contingencies Act 2004, that current levels of performance are maintained, and that our firefighters are provided with the necessary equipment, training, systems and policies to help keep them, and the public, safe.

<p>(4) Which of the groups with protected characteristics is this intended to benefit? (see form A1 for list of protected groups)</p>	<p>WFRS services are intended to benefit all; in relation to responding to emergencies, preventing emergencies and protecting the public, and supporting and developing our staff. WFRS has sought to improve its response standards in rural areas and maintain them in urban areas, thus creating a more equitable service provision. The improvement in response standards has been achieved by changing duty systems enabling more firefighters to be available at peak times and providing an additional appliance in the Gaydon area.</p> <p>However, the removal of the RDS fire engines and crews may impact on response standards in the respective areas.</p>
<p>Stage 2 - Information Gathering</p> <p>(1) What type and range of evidence or information have you used to help you make a judgement about the plan/ strategy/ service/ policy?</p>	<p>Various reports including the Strategic Assessment, a wide range of performance information including service demand information, response times and availability reports, other Fire and Rescue Services' Risk Management Plans, a comprehensive Fire Cover Review, and financial reports. The Fire Cover Review, carried out from October 2015 to May 2016, analysed the resources of WFRS to meet the risks and demands across Warwickshire including fire stations and fire engines. It considered a wide range of factors including operational availability, demand, operational impact, and value for money, and resulted in a score for each fire engine.</p> <p>The removal of RDS fire engines and crews would impact on the response times in the affected areas. There is also an impact on resilience across the Service due to the loss of five fire engines from the fleet and the reduced ability for operational cover moves to other fire station areas.</p>
<p>(2) Have you consulted on the plan/ strategy/ service/policy and if so with whom?</p>	<p>There has been consultation with the management team in WFRS, and with staff about the OOP2020 options including the removal of RDS fire engines and crews. However, there has been no wider staff or public consultation regarding specific stations at this stage due to the associated sensitivity. It is planned to carry out full consultation once the Council has agreed the way forward. The results of the consultation will be analysed and used to shape our future plans, as we have done previously.</p>
<p>(3) Which of the groups with protected characteristics have you consulted with?</p>	<p>We plan to consult with staff and the public once the Council has agreed the way forward. Equality monitoring of consultation participants will be undertaken, including consideration of all the Protected Characteristics. Statistical data will be collected to ensure consultation is reflective of the population across Warwickshire.</p>

Stage 3 – Analysis of impact

(1) From your data and consultations is there any adverse or negative impact identified for any particular group which could amount to discrimination?
If yes, identify the groups and how they are affected.

RACE N/A	DISABILITY Community Impact: In respect of potential reduction in weight of attack and supporting appliances. Those with disabilities could be more vulnerable in the event of fire. Consideration to be given to this group.	GENDER N/A
MARRIAGE/CIVIL PARTNERSHIP N/A	AGE Community Impact: In respect of potential reduction in weight of attack and supporting appliances. Elderly residents could be more vulnerable in the event of fire. Consideration to be given to this group.	GENDER REASSIGNMENT N/A
RELIGION/BELIEF N/A	PREGNANCY MATERNITY N/A	SEXUAL ORIENTATION N/A

(2) If there is an adverse impact, can this be justified?
The impact on response times and resilience can be reduced by the proximity of supporting fire engines from other stations in most cases.
There will be an impact on staff in terms of potential relocation to other stations or redundancies. WFRS will carry out full staff consultation and consider any impacts on staff to reduce the impact of a disproportionate effect in any particular group. Whilst we will continue to monitor staffing levels within the protected characteristic groups, we do not consider that any actions undertaken will amount to discrimination.

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>Consultation exercises will be carried out to inform the public, staff and other stakeholders of the proposals and gather comments. In light of the findings from consultation, we will review and update our original plans as appropriate.</p>
<p>(4) How does the plan/strategy/service/policy contribute to promotion of equality? If not what can be done?</p>	<p>The option maintains 24-hour emergency cover to protect the public, thus contributing to the promotion of equalities.</p>
<p>(5) How does the plan/strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Robust consultation will be carried out with community groups and in the affected areas and other stakeholders to promote good relations.</p>
<p>(6) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>WFRS has sought to overcome barriers, particularly for those living in rural communities, by introducing a 10-minute response standard for life risk incidents in both urban and rural areas.</p>
<p>(7) What are the likely positive and negative consequences for health and wellbeing as a result of this plan/strategy/service/policy?</p>	<p>Ensuring an effective response from other stations should maintain positive outcomes for casualties by providing a swift response to fires, road traffic collisions and other emergencies. Stabilising casualties trapped in cars and preventing fires from developing further has the potential to help save lives and reduce the extent of injuries. There may be a negative impact on staff due to the changes in or loss of employment and therefore potential stress, and this will be managed carefully.</p>
<p>(8) What actions are going to be taken to reduce or eliminate negative or adverse impact on population health? (This should form part of your action plan under Stage 4.)</p>	<p>The proposals may affect the initial response and the Service's ability to provide cover at other fire stations during periods of high activity. WFRS will seek to reduce this risk by ensuring robust crewing levels at other stations to provide supporting fire engines to incidents in the affected areas.</p>
<p>(9) Will the plan/strategy/service/policy increase the number of people needing to access health services? If so, what steps can be put in place to mitigate this?</p>	<p>No</p>
<p>(10) Will the plan/strategy/service/policy reduce health inequalities? If so, how, what is the evidence?</p>	<p>WFRS will strive to maintain an effective response to incidents in the affected areas to help protect the public, including the most vulnerable and those at risk of health inequalities.</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements which can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

EqIA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments
Undertake stakeholder consultation including the public	Area Commander (AC) Dave Pemberton	Jan-March 2017 (NB - this is TBC and is subject to portfolio holder approval)	Consultation / Project Manager and team	Subject to Portfolio Holder approval
Review and update plans	DCFO Rob Moyney	March 2017	BCT, Project Manager	
Cabinet and Full Council approve recommendations	DCFO Rob Moyney	April 2017	Project manager/team	
Identify staff options for redeployment, redundancy etc.	AC Response, HR Manager	July 2017	HR Manager	
Implementation of proposals	DCFO Rob Moyney	From October 2017	Project team and HR support	

The EqIA will be reviewed in line with the OOP 2020 process.

An Equality Impact Assessment/ Analysis on this option was originally undertaken on 24th August 2016 and updated on 15th November 2016. It will continue to be reviewed if the option is agreed and progresses through the implementation phases.