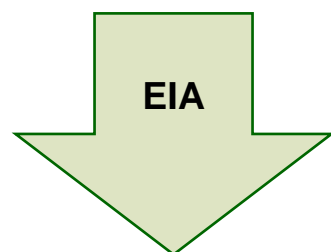


Warwickshire County Council (WCC) Equality Impact Assessment (EIA) Form

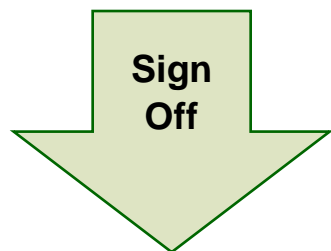
The purpose of an EIA is to ensure WCC is as inclusive as possible, both as a service deliverer and as an employer. It also demonstrates our compliance with Public Sector Equality Duty (PSED).

This document is a planning tool, designed to help you improve programmes of work by considering the implications for different groups of people. A guidance document is available [here](#).

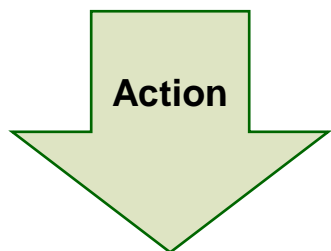
Please note that, once approved, this document will be made public, unless you have indicated that it contains sensitive information. Please ensure that the form is clear and easy to understand. If you would like any support or advice on completing this document, please contact the Equality, Diversity and Inclusion (EDI) team on 01926 412370 or via equalities@warwickshire.gov.uk, or if it's relating to health inequalities, please contact Ruby Dillon via rubydillon@warwickshire.gov.uk.



- Having identified an EIA is required, ensure that the EIA form is completed before any work is started. This includes gathering evidence and / or engaging the relevant stakeholders to inform your assessment.



- Brief the relevant Assistant Director for sign off and upload the completed form here: [Upload Completed Equality Impact Assessments](#). Please name it "EIA [project] [service area] [year]"
- Undertake further research / engagement to further understand impacts (if identified).
- Undertake engagement and / or consultation to understand if EIA has identified and considered impacts.
- Amend accordingly to engagement / consultation feedback and brief decision makers of any changes.



- Implement proposed activity.
- Monitor impacts and mitigations as evidence of duty of care.

Section One: Essential Information

Service / policy / strategy / practice / plan being assessed	Delivery Plan for the Council Plan
Business Unit / Service Area	Commissioning Support Unit
Is this a new or existing service / policy / strategy / practice / plan? If existing, please state date of last assessment.	The Delivery Plan supports the Council Plan (2022-27) and brings together key activities to deliver the objectives highlighted under the seven Areas of Focus and three “Great Council & Partner” sections in the Council Plan. The Delivery Plan draws on activity that is already underway or planned within service areas across the Council and compiles that activity in a single integrated public facing document. Each individual area of activity will be subject to the completion of an EIA, where appropriate, by the assigned business lead. This EIA therefore does not provide an assessment or judgement at that level.
EIA Authors N.B. It is best practice to have more than one person complete the EIA to bring different perspectives to the table.	Interim Service Manager, Portfolio Management Office Service Manager, Change Management
Do any other Business Units / Service Areas need to be included?	No – as this is an overarching EIA for the Delivery Plan. It does not remove the local accountability for EIA considerations from action owners. There is a wide range of activity articulated in the Delivery Plan including the creation of strategies, delivery of projects, partnership working, community powered approaches,

	<p>engagement, feasibility studies, process and service improvements and internal actions to continue to develop the Council as an organisation and employer.</p> <p>Each action in the Delivery Plan has an accountable AD identified alongside a Portfolio Holder. Those accountable for each activity would continue to assess the need for an EIA against that activity at the appropriate point and complete any necessary processes accordingly. Accountability for considering equality impacts on the specific deliverables continues to rest with services. The compilation of the Delivery Plan does not change that.</p>
Does this EIA contain personal and / or sensitive information?	No
Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees?	No, this EIA articulates how the Delivery Plan has been compiled and where accountability continues to rest for equality considerations for each deliverable. It doesn't assess the detail of each individual entry, that accountability continues to rest with lead service owners.

1. Please explain the background to your proposed activity and the reasons for it.

The Delivery Plan brings together key activities across the Council planned for delivery / to be progressed over the financial years 2022/23 and 2023/24. The activities will continue to reside within the strategies, plans and projects underway in services and will

continue to be led through those routes under the direction of a lead Assistant Director. The Delivery Plan has not created any new activities in its development.

2. Please outline your proposed activity including a summary of the main actions.

The Council Plan (2022-27) <https://api.warwickshire.gov.uk/documents/WCCC-1980322935-2012> describes the ambition *“to make Warwickshire the best it can be, sustainable now and for future generations”*:

- *“A County with a thriving economy and places with the right jobs, skills, and infrastructure.*
 - *A place where people can live their best lives; where communities and individuals are supported to live safely, healthily, happily and independently.*
 - *A County with sustainable futures which means adapting to and mitigating climate change and meeting net zero commitments.”*
- (Source: Council Plan 2022-27)

The Council Plan outlines seven Areas of Focus and three sub sections under “Great Council and Partner”. Each section has a set of objectives associated with it to achieve the ambition and priorities outlined above.

The Council Plan highlights the need to continue to address inequalities across the County:

“Thriving economy and places – our focus will be on increasing people’s pride in where they live. We will target investment in major infrastructure and regeneration to boost social mobility and living standards where they are lower. We will help transition to a decarbonised economy providing high quality jobs, living standards and good prospects, supporting those who most struggle to find and sustain work.

People can live their best lives – our focus will be on helping people live long, healthy, happy and independent lives. We will help communities tackle the long-term root causes of disparities in health and educational outcomes, including well-being, poverty, loneliness and social isolation. We will help our children and young people get the start in life, education and skills they need, focusing on early years, those with special educational needs and attainment gaps.

Sustainable futures and climate change - climate risks will disproportionately impact the poorest and most vulnerable, so our Countywide climate change strategy must ensure our descendants can live in a sustainable County with good opportunities and quality of life. We will

manage the transition to net zero in a way that widens opportunities through the growth of high value, green-related business sectors and jobs. We will mitigate risks to people's quality of life from climate change, for example flooding and extreme weather. We will provide active travel options, support people to make behavioural changes, and invest in our biodiversity.” (Source: Council Plan 2022-27)

The Delivery Plan describes the key high-level activities that are planned to take place to progress those objectives over the financial years 2022/23 and 2023/24. With the Council Plan aim of addressing inequalities, it is expected that activities that feature in the Delivery plan will include some references to those population groups with protected characteristics.

The Delivery Plan will be a “live” document with activity coming on stream and other activity concluding as it is completed. The management of the activities will continue to reside in service areas. The document will be a public document and progress will be reported to Cabinet quarterly.

3. Who is this going to impact and how?

Customers	Members of the Public	Employees	Job Applicants
<p>Customers of Council Services, Members of the Public, Employees and Job applicants will be able to see the activities the Council is intending to deliver to support the Council plan ambitions and objectives over the period 2022/23 and 2023/24. These activities will be wide ranging across the whole Council and will include references to strategies, plans, projects, partnership working, community powered approaches, engagement, feasibility studies, service improvements, process improvements and internal actions to continue to develop the Council as an organisation and employer.</p> <p>The Delivery Plan supports the Council plan and the strategic aims and objectives that drive the Delivery Plan can be reviewed in the Council Plan document itself.</p>			
Other, please specify:			

Section Two: Evidence

Please include any evidence or relevant information that has influenced the decisions contained in this EIA. This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups and additional groups outlined in Section Four.

A – Quantitative Evidence

This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

N/A - This overarching EIA is not assessing individual projects

B – Qualitative Evidence

This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

N/A - This overarching EIA is not assessing individual projects

Section Three: Engagement

Engagement with individuals or organisations affected by the proposed activity must take place. For further advice and support with engagement and consultations, click [here](#).

Has the proposed activity been subject to engagement or consultation with those it's going to impact, taking into account their protected characteristics and socio-economic status?

There was engagement on the Council Plan themes during 2021 which informed the final Council Plan approved by Council in February 2022. The Delivery Plan has been subject to consultation with Members as it responds to the Council Plan and reflects activities underway across the Council pertinent to Member portfolios. Accountable Portfolio Holders are highlighted against each deliverable along with accountable Assistant Directors.

Many of these deliverables will also be subject to their own wider engagement mechanisms such as through our Voice of Warwickshire citizen's panel, joint

	<p>working and engagement with customers, partners and other engagement and consultation approaches.</p> <p>There are a number of entries in the Delivery Plan that also include engagement on particular themes and the Community Powered Warwickshire plans all entail working with and empowering communities.</p> <p>Therefore, any engagement or consultation relating to activity within the plan is the responsibility of the service.</p>	
If YES, please state who with.		
If NO engagement has been conducted, please state why.	<p>The Delivery Plan is a document which provides a single view of key planned and current activity which supports the delivery of the Council Plan. Engagement responsibilities sit with the service who leads each element of activity within the plan. It would be impossible to conduct a single engagement process across the breadth and depth of activity in the plan.</p>	
How was the engagement carried out?	Yes / No	What were the results from the engagement? Please list...
Focus Groups		
Surveys		
User Panels		
Public Event		
Displays / Exhibitions		
Other (please specify)		
Has the proposed activity changed as a result of the engagement?		

Have the results of the engagement been fed back to the consultees?		
Is further engagement or consultation recommended or planned?		See above. Where applicable, engagement mechanisms will be built into the delivery of each activity.
What process have you got in place to review and evaluate?	Feedback on Council services is a particular theme in our Customer Experience Programme. In addition, the deliverable to increase mechanisms for engagement on Council activities will include an evaluation on how effective that has been.	

Section Four: Assessing the Impact

Protected Characteristics and other groups that experience greater inequalities

What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposed activity? This section also allows you to consider other impacts, e.g. health inequalities such as deprivation, socio-economic status, vulnerable groups such as individuals who suffer from socio-economic disadvantage, armed forces, carers, homelessness, people leaving prison, young people leaving care etc.

On the basis of evidence, has the potential impact of the proposed activity been judged to be positive (+), neutral (=), negative (-), or positive and negative (+&-), for each of the protected characteristic groups below and in what way?

N.B In our Guidance to EIAs we have provided you with potential questions to ask yourself when considering the impact of your proposed activity. Think about what actions you might take to mitigate / remove the negative impacts and maximize on the positive ones. This will form part of your action plan at Section Six.

	Impact type (+) (=) (-) or (+&-)	Nature of impact
		<p>As noted above, the aims and objectives of the Council plan will invariably lead to activities that have an impact on various protected characteristics. The social purposes of the Council plan include addressing inequalities and supporting people to live their best lives.</p> <p>Consideration of our Public Sector Equality Duty will be undertaken as usual through each activity. We will reinforce this in our communications about the Delivery Plan within the Council.</p> <p>It is not therefore possible to address every single impact in this overarching EIA.</p>
Age		
Disability Consider: <ul style="list-style-type: none"> • Physical disabilities • Sensory impairments • Neurodiverse conditions (e.g. dyslexia) • Mental health conditions (e.g. depression) • Medical conditions (e.g. diabetes) 		
Gender Reassignment		

Marriage and Civil Partnership		
Pregnancy and Maternity		
Race Including: <ul style="list-style-type: none"> • Colour • Nationality • Citizenship • Ethnic or national origins 		
Religion or Belief		
Sex		
Sexual Orientation		
Vulnerable People: <ul style="list-style-type: none"> • Individuals who suffer socio-economic disadvantage • Armed Forces (WCC signed the Armed Forces Covenant in June 2012) • Carers • Homelessness • People leaving Prison • People leaving Care 		
Health Inequalities (HI)		

Many issues can have an impact on health: is it an area of deprivation, does every population group have equal access, unemployment, work conditions, education, skills, our living situation, rural, urban, rates of crime etc		
Other Groups If there are any other groups		

Public Sector Equality Duty (PSED)

Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. Please evidence how your proposed activity meets our obligations under the PSED.

	Evidence of Due Regard
Eliminate unlawful discrimination (harassment, victimisation and other prohibited conduct):	<p>As noted above, the aims and objectives of the Council plan will invariably lead to activities that have an impact on various protected characteristics. The social purposes of the Council plan include addressing inequalities and supporting people to live their best lives.</p> <p>Consideration of our Public Sector Equality Duty will be undertaken as usual through each activity. We will reinforce this in our communications about the Delivery Plan within the Council.</p>

	It is not therefore possible to address every single impact in this overarching EIA.
Advance equality of opportunity: This involves <ul style="list-style-type: none"> • removing or minimising disadvantages suffered by people due to their protected characteristics; • taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people, for example, taking steps to take account of people with disabilities; • encouraging people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. 	
Foster good relations: This means tackling prejudice and promoting understanding between people from different groups and communities.	

Section Five: Partners / Stakeholders

	Yes / No	Describe the interest / affect
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Which sectors are likely to have an interest in or be affected by the proposed activity?		
Businesses	Yes	The Delivery Plan encompasses activity from across all areas of the Council's operations, including partnership working that could also include external agencies, bodies and groups.
Councils	Yes	
Education Sector	Yes	
Fire and Rescue	Yes	
Governance Structures	Yes	
NHS	Yes	
Police	Yes	
Voluntary and Community Sector	Yes	
Other(s): please list and describe the nature of the relationship / impact		

Section Six: Action Planning

If you have identified impacts on protected characteristic groups in Section Four please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

Mitigating Actions

Consider:

- Who else do you need to talk to? Do you need to engage or consult?
- How you will ensure your activity is clearly communicated
- Whether you could mitigate any negative impacts or build on positive impacts for protected groups or health inequalities
- Whether you could do more to fulfil the aims of the PSED

- How you will monitor and evaluate the effect of this work
- Anything else you can think of!

Identified Impact	Action(s)	Timescale incl. evaluation and review date	Name of person responsible

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposed activity.
We will ensure that we include a reference to the Public Sector Equality Duty when we communicate within the Council about the Delivery plan and remind colleagues with accountability for delivery about the need to consider EDI impacts in their work, signposting them to the support of our EDI team to assist them in doing so.

Section Seven: Assessment Outcome

Only one of following statements best matches your assessment of this proposed activity. Please select one and provide your reasons.		
No major change required		As this is an overarching EIA, its purpose is to highlight how we will proceed with our Public Sector Equality Duty in the delivery of the activities that will form part of the Delivery Plan from time to time.

The proposal has to be adjusted to reduce impact on protected characteristic groups and/or health inequalities		
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups and/or health inequalities		
Stop the proposal as it is potentially in breach of equality legislation		

Section Eight: Sign Off

N.B To be completed after the EIA is completed but before the area of work commences.

Name of person/s completing EIA	Interim Service Manager, PMO & Service Manager, Change Management
Name and signature of Assistant Director	Assistant Director, Commissioning Support Unit
Date	4.5.2022
Date of next review and name of person/s responsible	Service Manager, PMO at the point of approval of an annual refreshed delivery plan for 2023/24

Once signed off, please ensure the EIA is uploaded using the following form.
Please name it “EIA [project] [service area] [year]”: Upload Completed Equality
Impact Assessments

These will be stored on a Sharepoint library which WCC colleagues can access.