

## Equality Impact Assessment

## Appendix H

The Council is required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion of belief
- Sex
- Sexual orientation

The duty also covers marriage and civil partnership but only with regard to eliminating discrimination. And in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

Further advice on completing impact assessments can be found on StaffNet

[http://staffnet.valeofglamorgan.gov.uk/corp\\_cust\\_services/equalities/equalities\\_policies\\_guidance/equality\\_impact\\_assessments.aspx](http://staffnet.valeofglamorgan.gov.uk/corp_cust_services/equalities/equalities_policies_guidance/equality_impact_assessments.aspx)

Title and description of the policy, procedure, practice or decision (referred to as “policy” throughout form).	<b>Final Revenue Budget Proposals 2014/15</b>
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Who is responsible for developing and implementing the policy?

Name	Corporate Management Team
Job Title	Not Applicable
Directorate	All Services
Division	All Services

1. Who will be affected by this policy?

Examples may include Vale of Glamorgan residents, internal department(s), a specific group of customers or employees, customers or residents in a specific location.

Please specify:

Vale of Glamorgan residents

All Internal departments

Customers/residents in all areas of the Vale

All groups of customers

All other groups (for example, a particular age group or gender, gypsy / traveller children in education, people with dementia):

All others

2. Does the policy relate to an area where there are known inequalities (for example, disabled peoples' access to public transport; the gender pay gap; racist or homophobic bullying in schools; the educational attainment of Gypsies and Travellers)?

Yes

No

Please detail:

In reviewing its many cost pressures, the Council has allocated the scarce resources available to it to meet its highest priorities. It has also carried on a strategy to prioritise funding to Education & Schools and Social Services in future years. Regeneration, prosperity and anti-poverty initiatives are also categorised as high priorities. This process has regard to the impact upon different services and their client base. However, any savings area or change in policy that may impact upon a protected characteristic will be subject to a full Equality Impact Assessment.

3. Decisions must be based on robust evidence. Please detail the evidence that you have used to inform your assessment. What evidence do you have about how your service is used? What was the strength of the evidence and did you identify any gaps? Did the evidence identify any barriers to services, or different needs and priorities for protected characteristic groups? If the evidence was weak or gaps were identified, what action have you taken to address this?

Each service is able to draw upon a variety of existing statistical and other data in relation to their relevant external and internal client groups (including staffing). Proposals for savings and changes to policy, which may have a potentially high impact upon clients, will be subject to further consultation and analysis prior to any approved saving/policy change being implemented.

4. There is a legal duty to consult and involve people and organisations representing the protected characteristics where it is identified that they are potentially affected by the policy (for example men; women; parents; carers; the black and minority ethnic community (including asylum seekers, refugees, economic migrants); disabled people; the Welsh speaking community; the lesbian, gay and bisexual community; transgender people; different faith groups; etc.)

Please detail engagement activities that have taken place – internally and externally:

All areas for savings and potential changes in policy have been subject to an initial scoping exercise to determine whether there may be any possible equality impact. Any savings area or change in policy that may impact upon a protected characteristic will be subject to a full Equality Impact Assessment before the saving/policy change is implemented..

5. Will this policy have a significant effect on how services are delivered?

Yes

No

Please detail:

The impact of the final revenue budget proposals for 2014/15 will also vary according to the service and the nature of the cost pressures to be mitigated and/or savings to be found. Where these could potentially have a high impact upon clients with protected characteristics these will be subject to further consultation and analysis prior to any change in policy or approved saving being implemented.

In reviewing its many cost pressures, the Council has allocated the scarce resources available to it to meet its highest priorities. This process has regard to the impact upon different services and their client base. Additional funding has been allocated in 2014/15 to benefit Education & Schools, Children & Young People and Adult Services. The Council has also re-affirmed a strategy to prioritise funding to Education & Schools and Social Services in future years and give precedence to services that support regeneration, anti-poverty and prosperity initiatives. Savings required from all services have been phased over 3 years in order to allow sufficient time to address existing costs pressures whilst ensuring that areas for savings are achievable and sustainable, and that the potential equality impacts of implementing the savings and/or changing existing policy have been fully considered.

6. Will this policy have a significant effect on how other organisations operate?

Yes

No

Please detail:

This will vary according to the service and the nature of the cost pressures to be mitigated and/or savings to be found. Where these could potentially have a high impact upon other organisations (e.g. changes to service level agreements with third sector organisations), these will be subject to further consultation and analysis prior to any change in policy or approved saving being implemented.

7. Will the policy impact upon other policies or practices?

Yes

No

Please detail:

Where this is apparent appropriate regard will be made to the potential impact upon other policies or practices and their consequent implications for clients or groups meeting the protected characteristics in line with existing process for determining equality impacts.

8. Have you identified any evidence that the policy could directly or indirectly discriminate against or have an adverse impact on people in any of the protected groups? If 'Yes', what do you intend to do to mitigate against this?

Yes

No

If you do not intend to mitigate against any identified adverse impact please provide justification.

Please detail:

Initial equality scoping exercises have been carried out for all savings areas or policy changes. Those which indicate any potential impact upon any of the protected characteristics will be subject to a full equality impact assessment including appropriate consultation.

9. What can be done further to promote equality of opportunity by altering the policy?

Please detail, including opportunities to promote good relations and community cohesion:

Any alterations to policies will have due regard to the results of consultation exercises with the relevant individuals or groups affected. Wherever possible mitigating action will be taken to minimise the impact upon those displaying the protected characteristics.

10. Has the assessment identified the need for future monitoring? If so, what monitoring do you intend to conduct? (for example the number of disabled people using your service as a proportion of the general population)

Please detail:

Each service is able to draw upon a variety of existing statistical and other data in relation to their relevant external and internal client groups (including staffing). Proposals for savings and changes to policy, which may have a potentially high impact upon clients, will be subject to further consultation and analysis prior to any approved saving/policy change being implemented. Where relevant such statistical and other data will be utilised for future monitoring to ensure that the mitigating action taken has been successful in preventing inequalities.

11. How often will you analyse and report upon this data, and where will it be reported?

Please detail:

This will be dependent upon the exact nature of the saving or policy change, the results of the equality impact assessment and the data to be collected.

12. How will you publish and publicise the policy to ensure equality of access to this information (including raising awareness with

minority groups, producing information in accessible formats, etc.)?

Please detail:

All changes in policy or savings proposals that require an equality impact assessment will be published on the Council's website.

13. Any recommendations for action that you plan to take as a result of this impact assessment (listed in the sections above) should be included in your Team Plan or Departmental Service Plan.

Please detail those actions and where they will be placed:

Where relevant these will be included in the respective Service and/or Team plans to which the policy change or savings areas relate.

14. An equality impact assessment may have four possible outcomes, though more than one may apply to a single policy. Please indicate the relevant outcome(s) of the impact assessment below.

Please tick as appropriate:

No major change – the impact assessment demonstrated that the policy was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.

Adjust the policy – the impact assessment identified potential problems or missed opportunities. The policy was adjusted to remove barriers or better promote equality.

Continue the policy – the impact assessment identified the potential for adverse impact or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant policies.)

Stop and remove the policy – the impact assessment identified actual or potential unlawful discrimination. The policy was stopped and removed, or changed.



The chosen outcome will be dependent upon the results of the equality impact assessment for the relevant change in policy or area for saving.

#### 15. Authorisation

This equality impact assessment must be authorised by the relevant Head of Service or Operational Manager.

Approved by (name)	Sian Davies
Job Title	Managing Director
Date	14 <sup>th</sup> February 2014