

# Equality Impact Assessment Toolkit

## (April 2014)

### **Section 1: Your details**

**EIA lead Officer:** Nancy Kitch

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**Head of Section:** Jacqui Cross

**Chief Officer:** Emma Degg

**Directorate:** Chief Executives

**Date:** 12. 5. 2014

### **Section 2: What Council proposal is being assessed?** **Benefits Advice Service – Welfare Reform**

**Provision of service to provide advice, information and advocacy for residents affected by the impact of welfare reforms**

### **Section 2a: Will this EIA be submitted to a Cabinet or Policy & Performance Committee?**

**Yes / No**                      **If 'yes' please state which meeting and what date**

.....No Delegated authority

.....

**Please select hyperlink to where your EIA is/will be published on the Council's website**

**Chief Executive** (Neighbourhoods & Engagement, Policy, Performance & Public Health, Universal & Infrastructure Services)

<https://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-april-2014/eias-chief-executives-d>

**Section 3:** Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 4:**

Could the proposal have a positive or negative impact on any protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

| <b>Which group(s) of people could be affected</b> | <b>Potential positive or negative impact</b>   | <b>Action required to mitigate any potential negative impact</b> | <b>Lead person</b> | <b>Timescale</b> | <b>Resource implications</b> |
|---|--|--|--------------------|------------------|------------------------------|
| All groups<br>Low socio-economic groups           | Positive impact as it provides additional support for those individual who are experiencing hardship as a result of the welfare reforms. | N/A  |                    |                  |                              |
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**Section 4a: Where and how will the above actions be monitored?**

N/A

**Section 4b: If you think there is no negative impact, what is your reasoning behind this?**

**This is additional support for the benefit of Wirral residents and not a reduction in service.**

**Section 5: What research / data / information have you used in support of this process?**

**Section 6: Are you intending to carry out any consultation with regard to this Council proposal?**

**Yes / No** – (please delete as appropriate)

**If 'yes' please continue to section 8.**

**If 'no' please state your reason(s) why:** No as the service is related to the welfare reforms and the impact is well documented.

(please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 7: How will consultation take place and by when?**

Before you complete your consultation, please email your preliminary EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting

it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing.

**Section 8: Have you remembered to:**

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer for re-publishing?**