

Equality Impact Assessment Toolkit

(April 2014)

Section 1: Your details

EIA lead Officer: Fiona Bell

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Head of Section: Sarah Howarth

Chief Officer: Julia Hassall

Department: CYPD – Wirral Lifelong & Family Learning Service

Date: 23/06/14

Section 2: What Council proposal is being assessed?

Wirral Lifelong and Community Learning fees 2014

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

No

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

Families & Well-Being (Adult Social Services, Children & Young People, Sport & Recreation)

<http://bit.ly/1noVMvE>

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 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.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications
All characteristics	-ve; affordability becomes a barrier for some groups marginalising targeted groups +ve: income maintained to allow the full range of courses to be continued	Flexible approach to fee remission, work with WACL partners to ensure there is a spread of opportunities for all groups and agree where to target public funding	SH	July 2014	None
Age	Negative – growing proportion of working age adults enrolling on courses, is higher than the Borough, proportion of ‘older’ learners is lower	Fee remission available to socially isolated older people on low incomes Strategic outputs focus on working families and getting people into work Planning with other partners eg 3L’s, has informed our targets & offers alternative learning opportunities for older learners	SH	July 2014	None

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Section 4a: Where and how will the above actions be monitored?

Via Strategic Action Plan and the Quality Improvement Plan

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

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

EDIM (equality and diversity impact measures) data/Annual Self Assessment Report & Quality Improvement Plan (updated termly) /Benchmarking (NW)/

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.

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

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

WACL partnership meets every 6 weeks giving opportunities to consult with partners on the implications of planned fees, next meeting is 8th July 2014.
Consultation will inform changes to existing practices which have highlighted issues for some learners joining courses.

Before you complete your consultation, please email your preliminary EIA to 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 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 via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**