



# Equality Impact Assessment Toolkit (March 2017)

## **Section 1: Your details**

**EIA lead Officer:** Paul Smith

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**Head of Section:** Sue Talbot

**Chief Officer:** Paul Boyce

**Directorate:** Children and Families

**Date:** 10<sup>th</sup> April 2018

## **Section 2: What Council proposal is being assessed?**

Agreeing the Devolution Order required to enable full devolution of the Adult Education Budget (AEB) from the start of the 2019/20 academic year.

Currently the AEB is administrated nationally by the Education Skills Funding Agency and primarily funds the council Lifelong Learning Service and adult further education at Wirral Met College.

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

Yes

If 'yes' please state which meeting and what date

Full Cabinet, 4<sup>th</sup> June  
2018.....

Please select hyperlink to where your EIA is/will be published on the Council's website (please select appropriate link & delete those not relevant)

**Children's Services** (Targeted Services, Children's Social Care, Contracts and Commissioning, Performance, Quality & Improvement, Children's Safeguarding)  
<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2017-1>

**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.

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
Race and Religion	Ensure local community access to the service.	Any identified barriers to access have been assessed and local planning takes account of these. The service is aligned to the Council Access Strategy.	Paul Smith	July 2018	None
	Staff may need some capacity building to ensure they understand any racial or religious needs – link to curriculum managers	Ensure the service links with the Council translation and interpretation support service.	Paul Smith	June 2018	None
Gender	Need ensure full access and engagement of	Ensure that the marketing	Paul Smith	May 2018	None

	all eligible adults in the bororough.	and communications plan promotes the service to all Wirral adults			
Disability	Service delivery locations need to take accounts of the needs of disabled adults.	The service will be delivered from the Council's One Stop Shops and Library facilities and other voluntary and community venues which have enabled access for disabled people.  Ensure accessible communication types	Paul Smith	May 2018	
Pregnancy and maternity	Need to ensure appropriate access either locally or remotely to ensure pregnant women so they can engage and access the service.	Provide a service which includes access to crèche facilities where practicable.	Paul Smith	May 2018	
Other	The service will be sensitive to the needs of all eligible Wirral adults and will provide appropriate support wherever necessary.				

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

**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?

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

No

If 'no' please state your reason(s) why: I am not planning any significant changes to the local course timetable or delivery arrangements.

(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?

The views of adults participating on all adult learning programmes are systematically sought after each engagement. Equality and diversity data is also monitored by the curriculum managers weekly and the service governing board quarterly.

**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?