



# Equality Impact Assessment Toolkit

## (April 2014)

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

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**Head of Section:** Michele Duerden

**Chief Officer:** Paul Satoor

**Directorate:** Transformation and Resources

**Date:** 22/03/17

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

The report proposes an approach to the next stage of a Review on the future provision of Leisure, Parks, Libraries and Cultural Services.

At this stage this includes:

a. Presentation of findings of a recent external review of:

- Culture and Arts including the Floral Pavilion, the Williamson and Birkenhead Priory.
- Libraries
- Leisure including wet and dry centres, football pitches, tennis courts and golf.
- Parks and Countryside including parks, crematoria and public spaces.

b. To seek approval to develop a Full Business Case for a new service model.

### **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**

Cabinet – 27/03/17

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

**Transformation & Resources** (Resources, Pensions, Legal / Member Services, Human Resources & Organisational Development, Business Processes)

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2014-15-0>

**Regeneration & Environment** (Environment & Regulation, Housing & Community Safety, Regeneration)

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2014-0>

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

- ✓ **Services**
- ✓ **The workforce**
- ✓ **Communities**
- ✓ **Other** (Partners, Voluntary & Community Sector)

NB: This report does not have direct implications for the above groups at this stage but there is potential for all groups to be affected in the development of the Full Business Case.

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
Services	To be determined within part of the plan for developing the Full Business Case.	It is proposed that further detailed consultation and engagement with staff will take place as part of the process for developing a Full Business Case.			To be determined as part of the part of the plan for developing the Full Business Case.
Workforce		As part of the project management approach, initial engagement has taken place with Trade Union representatives to seek their views and this approach will continue. Engagement will continue with managers and staff via workshops and site visits to properly understand the nature of services and impact on residents and customers.			
Communities including community and voluntary		It is proposed that further detailed consultation and engagement with a wide range of residents, elected members and other stakeholders is			

sector		undertaken as well as formal pre-decision scrutiny by the Council's Environment Overview and Scrutiny Committee would take place as part of the process for developing a Full Business Case.	
Partners		The needs analysis work undertaken by the external company has included initial discussions with lead commissioners from other areas such as community safety, public health and social care. Further discussions will take place to help inform the Full Business Case.	

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

The actions outlined in Section 4 will form part of the project deliverables. These deliverables will be planned and tracked through the project plan. The overall implementation of actions will be monitored as part of the project governance.

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

To be determined within the plan for developing the Full Business Case.

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

The following activities have been undertaken as part of the external review:

- A review of financial and operational data on the services
- A review of needs in the area.

This has been supplemented with workshops, interviews, and other input from the Council, other agencies and the services themselves, as well as analysis to develop a concept of how a reimagined group of services might look.

The external review has been led by Bates Wells Braithwaite (BWB). They were awarded this work based on their strong company ethos and track record of working with local authorities across the country to achieve social value objectives including in areas such as this.

**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 7.**

**If 'no' please state your reason(s) why:**

(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?**

A Consultation Plan will be developed early on in the next phase of work. Work on this will be led by the Communications Team with input from the wider Project Team.

Consultation will work to deliver three core objectives:

1. Understanding – we create an accurate and shared understanding on what the Review is seeking to achieve among all stakeholders.

2. Engagement – The proposals are communicated through conversations with stakeholders, allowing everyone with an interest in the work to take an active part in developing it.
3. Support – Key stakeholders will be enabled to provide their support to some or all of the proposals.

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?**