

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
**Stoke-on-Trent**

<b>Name of proposal being assessed</b>	
<b>Reviews and Reassessments with Adults identified as having care and support needs</b>	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
<b>Adult Social Care, Health Integration &amp; Wellbeing – Community &amp; Hospital Wellbeing Teams</b>	<b>25.10.18</b>
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
<b>Craig Bayliss</b>	<b>07790 021790</b>

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

**To complete Care Act Reviews and Re-Assessments, as per our statutory duty on all our clients who we have identified as having eligible care and support needs including Carers.**

Applying a personalised and strength based approach, assessors will ensure a person's independence is maximised and their outcomes are positive. In Stoke on Trent, the strengths based approach will apply as an alternative to the more traditional approach to helping a person. Instead of focusing on a person's problems and deficits, the strengths perspective centres on the persons' abilities, talents, and resources, both in their own home and their community. Partnership working with relevant agencies will enable the maximisation of community-based assets to join up services and improve customer experience.

To ensure that those people who have identified care and support needs met by formal support services are receiving the most appropriate level of support to meet their needs, and that the quality of this support is to the correct standards.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

To ensure that the local authorities provision of care in relation to meeting Individuals needs as assessed by The Care Act, 2014 are in line with statutory guidance and regulations. Reviews / Reassessments are ongoing over a 12 month rolling period and all Individuals who receive care should be reviewed as per the normal statutory duties of the Local Authority. However, this could result in some changes to how support is provided to an individual to meet their eligible needs.

Local citizens are supported to maximise their independence and build on their individual strengths and assets within their local communities. By improving access to community based provision and independence the proposal will support local citizens to manage their own health and wellbeing close to home.

#### Who is intended to benefit from this proposal, how and why?

**The Adult with Care and Support Needs / Carers - To ensure those identified as having eligible needs continue to have the most appropriate support from the most appropriate person or service.**

**The proposal is to ensure that the local authority is compliant with its statutory duties and the provision of care provided to a person is both fair and equitable in relation to assessed needs.**

**Other residents who require formal care as service provisions may be released to the market following a review.**

## Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

All individuals that the Local Authority has identified with eligible needs for care and support are aware this should be reviewed annually. The local authority will continue to have a statutory duty to meet eligible needs and therefore any negative impact on individuals may be where the use of such care, prior to any review, has not been in line with meeting eligible needs. However in such circumstances the local authority would not attempt to recover any monies unless deliberate fraud or criminal activities were present. Following an assessment, the impact must remain the same or be improved.

Consultation is not required, as we have a duty under the Care Act to provide ongoing care and review a person annually, unless the person requests a review or their needs have changed.

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

All data is recorded on the Social Care System, Care First (And Liquid Logic Systems in late 2018).

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014.
Disability			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014. By definition those with a disability will be affected more due to this being one of the eligibility criteria established by The Care Act, 2014.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014.
Race/Ethnicity			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014.

Religion or belief			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014.
Sexual Orientation (including issues relating to marriage and civil partnerships)			✓	The changes are not related to individual characteristics and will be based on the eligibility framework as defined in The Care Act, 2014.

Are there any other groups (e.g. travellers, single parents, those on low income etc.) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

None identified

#### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

Reviews and re-assessments are required to ensure that the local authority complies with its statutory duties following changes in primary legislation directing us how we support individuals who have Social Care needs. No changes will take place without a full review of the Individuals circumstances and a new support plan being completed identifying how eligible needs will be met.

#### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
---	-----------------------------

If a follow-up EIA is not required, explain why:

This is required to ensure we act lawfully following changes in primary legislation.

*Once further scoping work has been completed a follow up EIA will be considered and, where necessary, another*

EIA will be completed.

Signed (lead officer):



Signed (lead manager):



Date: -----25.10.2018-----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



<b>Name of proposal being assessed</b>	
<b>Social Care, Health Integration and Wellbeing Use of Staffing Resource</b>	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
<b>Adult Social Care, Health Integration and Wellbeing</b>	<b>26.10.18</b>
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
<b>Kerry Lovatt</b>	<b>01782 235940</b>

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

To review current ways of working across all in-house operational teams and undertake review of commissioning across Adults, Public Health and Children's to seek efficiencies and greater effectiveness and improved ways of working.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

- To seek efficiencies and maximise effectiveness of teams
- Increase capacity and maximise resources available
- Avoid duplication
- Identify opportunities for partnership working and looking to work more closely with NHS as Integrated Care Services to join up services and improve customer experience.

#### Who is intended to benefit from this proposal, how and why?

Local citizens are supported to maximise their independence and build on their individual strengths and assets within their local communities. Through reviewing the ways of working, creating efficiencies and maximising effectiveness of teams to deliver the priorities and outcomes of the organisation which will ensure that we have services fit for purpose that better meet individual needs including improving our contracts and support/ services available and maximising alternative sources of support to ensure that local citizens are enabled to manage their own health and wellbeing close to home.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Initial scoping work will lead to individual projects being further developed. Each of these will then require an EIA in their own right once more detail of the individual project is known.



If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

As above, initial scoping work to be completed prior to assessing any potential impact. Individual Equality impact assessments will then be completed for each proposal.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Disability			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Race/Ethnicity			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Religion or belief			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Sexual Orientation (including issues relating to marriage and civil partnerships)			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.



Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

None identified at this point.

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

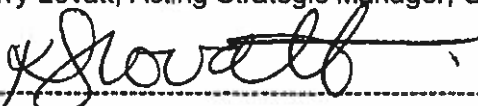
Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes ☒ No ☐

If a follow-up EIA is not required, explain why:

Once further scoping work is completed a follow-up EIA will be completed.

Signed (lead officer): Kerry Lovatt, Acting Strategic Manager, Commissioning and Partnerships.

Signed (lead manager): 

Date: 26.10.18



The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Equality Impact Assessment Use of staffing resource

Version

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:


- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary



## Issues from the follow-up EIA that will need to be addressed

Where issue are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.



*Additional guidance notes have been provided through the following link*

**Name of proposal being assessed**

**Prevention, Strength Based Practice and Helping people to live independently**

**Directorate/Service Area**

**Adult Social Care, Health Integration and Wellbeing**

**Date EIA Completed**

**31.10.18**

**Lead Officer for this EIA**

**Amanda Allcock**

**Contact Number**

**01782 232298**

### Identifying the aims of the proposal

**What is the main purpose and scope of the proposal?**

To help people to live independently through developing an asset/ strength based community approach.

**What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?**

- To seek efficiencies and maximise effectiveness of teams
- Increase capacity and maximise resources available to help people live independently
- Identify opportunities for partnership working and integrated approaches and join up services to avoid duplication and improve customer experience.
- Consistency of approach with adult social care practice and making every contact count
- Develop communities to enable people to maintain their independence and quality of life for as long as possible, through preventative approaches, and reducing pressures on local health and social care budgets.

**Who is intended to benefit from this proposal, how and why?**

Local citizens are supported to maximise their independence and build on their individual strengths and assets within their local communities. Through reviewing the ways of working, creating efficiencies and maximising effectiveness of teams to deliver the priorities and outcomes of the organisation which will ensure that we have services fit for purpose that better meet individual needs including improving our contracts and support/ services available and maximising alternative sources of support to ensure that local citizens are enabled to manage their own health and wellbeing close to home.

### Assessment of Impact

**List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics**

Initial scoping work will lead to individual projects being further developed. Each of these will then require an EIA in their own right once more detail of the individual project is known.

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

As above, initial scoping work to be completed prior to assessing any potential impact. Individual Equality impact assessments will then be completed for each proposal.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Disability			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Race/Ethnicity			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Religion or belief			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.
Sexual Orientation (including issues relating to marriage and civil partnerships)			✓	Initial scoping work required to assess if any individual proposals within this programme have a potential positive, negative or neutral impact.

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

None identified at this point.

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

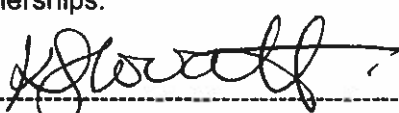
Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes ☒ No ☐

If a follow-up EIA is not required, explain why:

Once further scoping work is completed a follow-up EIA will be completed.

Signed (lead officer): Amanda Allcock, Strategic / Kerry Lovatt, Acting Strategic Manager, Commissioning and Partnerships.

Signed (lead manager): -----

Date: 31.10.18





The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



## Follow-Up Equality Impact Assessment

### Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

### Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

### Outcome of EIA

#### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer): .....

Date: .....

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
**Stoke-on-Trent**

### Name of proposal being assessed

**Re-organise the Early Years Team**

### Directorate/Service Area

**Children and Families/ Learning**

### Date EIA Completed

**25/10/18**

### Lead Officer for this EIA

**Jen Lomas**

### Contact Number

**236892**

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

The proposal will ensure that the early years team is reorganised to give better alignment to the number of settings requiring support. At present, the overall quality of settings is good with a very small number requiring improvement. The team role has now changed with less intervention needed.

### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The outcome is to ensure that the most efficient delivery of services to settings.

### Who is intended to benefit from this proposal, how and why?

The proposal ensures that there are clear lines of communication and responsibility. Settings requiring support will continue to have their statutory service.

## Assessment of Impact

### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or

leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	No impact anticipated
Disability			X	No impact anticipated
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	No impact anticipated
Race/Ethnicity			X	No impact anticipated
Religion or belief			X	No impact anticipated
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	No impact anticipated

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

☐

No

☒

x

If a follow-up EIA is not required, explain why:



Signed (lead officer): .....



Signed (lead manager): ..... ..

Date: -----26 October 2018 -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

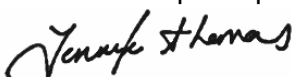


## Issues from the follow-up EIA that will need to be addressed

Where issue are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----  


Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
**Stoke-on-Trent**

### Name of proposal being assessed

**Reorganisation of School Improvement and Inclusion service**

### Directorate/Service Area

**Children and Families/ Learning**

### Date EIA Completed

**25/10/18**

### Lead Officer for this EIA

**Jen Lomas**

### Contact Number

**236892**

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

Reorganise school improvement services to align the support to maintained schools. The majority of schools in Stoke on Trent are now academies and the responsibility for maintaining school improvement in academies sits with the Regional Schools Commissioner. In addition there are a significantly reduced number of schools causing concern. The school improvement team has had two vacant posts. These have been vacant for several months without having a detrimental effect on supporting schools. The proposal is therefore to delete these posts. In addition the school improvement focus is now on supporting vulnerable pupils and the management of this can be met through one strategic manager post. Currently the two strategic manager posts are vacant and can be combined into one post. There is not detrimental affect on services

### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The outcome is to ensure that the most efficient delivery of services to schools.

### Who is intended to benefit from this proposal, how and why?

The proposal ensures that there are clear lines of communication and responsibility. Maintained schools will continue to have their statutory service.

## Assessment of Impact

### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	No impact anticipated
Disability			X	No impact anticipated
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	No impact anticipated
Race/Ethnicity			X	No impact anticipated
Religion or belief			X	No impact anticipated
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	No impact anticipated

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

No

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

☐

No

☒

x

If a follow-up EIA is not required, explain why:

Signed (lead officer): ----- *Jenny Thomas* -----

*Louise Ross*

Signed (lead manager): -----

Date: -----26 October 2018 -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

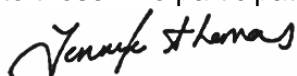
--

## Issues from the follow-up EIA that will need to be addressed

Where issue are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):-----

Date: -----





## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*

### Name of proposal being assessed

#### Public Health Interventions

#### Directorate/Service Area

#### Date EIA Completed

Public Health, Primary Prevention

11  
01/02/2018

#### Lead Officer for this EIA

#### Contact Number

Alistair Fisher

234593

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

The purpose of this proposal is to review public health services to identify best practice that where scaled up will deliver greater effectiveness to deliver better outcomes and a reduction in investment in addition to cost avoidance for both Adult and Children's Social Care Budgets.

The services within scope of this proposal are:

- NRT support within the Stope Smoking Service
- Alcohol detoxification medication prescribed by primary care (Acamprosate)
- Social Prescribing
- Children's Public Health Services (including breastfeeding, vision screening, healthy start and mental wellbeing)
- Consider supporting commissioned services to establish social enterprise, currently being explored with CDAS

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The intended outcomes of this proposal are:

- to identify best practice
- deliver greater effectiveness
- deliver better outcomes
- a reduction in investment
- cost avoidance for both Adult and Children's Social Care Budgets

These outcomes will be achieved through coordinated work across Council teams, and in some cases with partners. Barriers to delivering this proposal will be related to the complexity of existing service design and procurement and contractual arrangements.

#### Who is intended to benefit from this proposal, how and why?

The services within scope of this proposal support a large number of local residents of all ages, including families and communities. This proposal will benefit these residents but ensuring important services which improve health and wellbeing can be maintained within a reviewed spending envelope.

An anticipated benefit at the level of service provision will be a positive impact on demand for adults and

children's social care.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Data on the need and demand for services included in this proposal are measured by the Stoke-on-Trent Adult's and Young People's Surveys. These are annual (Adults') and bi-annual (Young People's) assessment of prevalence, attitudes and behaviours around key public health priorities including smoking and alcohol. This information will be used to shape the best practice brought forwards by this proposal.

The outcomes of national and local drug treatment systems are monitored by Public Health England and the national drug treatment monitoring system (NDTMS)

The development of new services will ensure equity of access based on need

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

N/A

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			√	The proposal will not have any particular benefits or disadvantages for different ages compared to the rest of the public. No particular age groups have been identified as particularly disadvantaged or underrepresented in any areas relevant to this proposal.
Disability			√	The proposal will not have any particular benefits or disadvantages for disabled people compared to the rest of the public. Disabled people have not been identified as particularly disadvantaged or underrepresented in any areas relevant to this proposal. The following have been considered and will be implemented:

			✓	<ul style="list-style-type: none"> <li>Official interpreters if needed for those not fluent in English (i.e. speakers of a different language or BSL).</li> </ul>
Gender (including sex, transgender and issues relating to pregnancy and maternity)			✓	Services covered by this EIA are available to everyone, regardless of gender, gender identity or expression.
Race/Ethnicity			✓	As above - service is available to all services users regardless of their race or ethnicity.
Religion or belief			✓	As above - service and therapies suitable for people all beliefs
Sexual Orientation (including issues relating to marriage and civil partnerships)			✓	As above - services are available to all.

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No disadvantage/differential impact for any other groups has been identified.

### Negative Impact

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

N/A

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

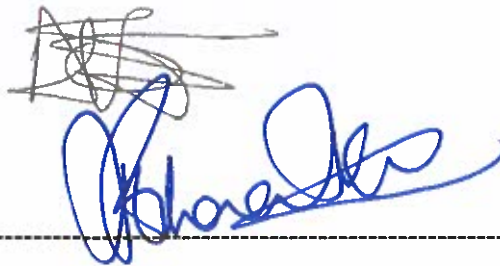
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

**If a follow-up EIA is not required, explain why:**

No follow up EIA is required as the impact of the proposal is neutral and will not have any impact on services or service-users. Furthermore, all the required monitoring data is collected and no further useful data is likely to be able to be collected after the proposal is implemented.

Signed (lead officer): .....

Signed (lead manager):



Date: .....01.11.18.....

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary



## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*

### Name of proposal being assessed

**Living Well Hub Service**

**Directorate/Service Area**

**Date EIA Completed**

**Public Health, Primary Prevention**

**25/10/2018**

**Lead Officer for this EIA**

**Contact Number**

**Rochelle Edwards**

**231690**

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

The aim of the Living Well Hub is to provide one contact point for front line staff and members of the public who have identified the need for health and wellbeing information, advice and support. The Living Well Hub will manage both referrals generated from health/frontline professionals and any self-referrals from the general public and signpost to the relevant service.

The services that the Living Well Hub will direct referrals into may include (but are not limited to) the following:

- Stop Smoking Service
- Stop Smoking in Pregnancy Service
- Smokefree Homes Service
- Active Families Programme
- Cook and Eat Programme

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The Living Well Hub will manage both referrals generated from health/frontline professionals and any self-referrals from the general public and signpost to the relevant service.

The main outcome as a result of these referrals will be to support residents to live healthier lifestyles through:

- reducing the smoking prevalence in the city by supporting current smokers to quit.
- reducing the prevalence of smoking during pregnancy.
- reducing the numbers of children exposed to second hand smoke in their home.
- reducing prevalence of obesity.
- Increasing levels of physical activity.

Contributing factors are:

- National smoking cessation campaigns such as Stoptober and Health Harms.
- Wider awareness of the impact of second hand smoke.
- Wider local system scrutiny around rates of smoking in pregnancy.
- Financial impact on the local health system of high rates of smoking related illness.
- CQUIN payment for hospitals which incentivise brief advice and referral.
- National obesity and physical activity campaigns such as Change4Life

Items which may detract from delivery of these outcomes are:



- National reductions in people accessing smoking cessations services.
- Lack of national mass media campaigns around smoking etc. such as the loss of TV advertising.
- Promotion of e-cigarettes, which may promote unsupported, unsuccessful quit attempts; most people using e-cigarettes locally also smoke tobacco.
- Competing pressures in health care, diverting attention from the need to improve referrals to the lifestyle services
- Instability amongst lifestyle intervention providers, leading to inability to secure suitable Providers.

### Who is intended to benefit from this proposal, how and why?

Residents who use the Living Well Hub Service will be referred to a Lifestyle Services including those described below:

#### Stop Smoking Service

Supports current smokers of all ages to quit, inclusive of people who live, are registered with a Stoke-on-Trent GP or work within the city. The health impacts of smoking cessation can vary according to the length of time someone has smoked, and the level of addiction. However health outcomes are always positive, with reductions in cardiovascular disease, stroke and cancers as time of abstinence increases. This results in longer, healthier lives for individuals and their families.

This impacts positively on local health and social care services, reducing the needs for interventions and cutting premature mortality. The local economy benefits from reductions in staff absence and illness, and provides economic benefit to families.

#### Smokefree families Programme

Expectant and new families – smoking in pregnancy is linked to an increased rate of pregnancy complications and perinatal mortality. Babies are more likely to be born too soon, or too small, and have short and longer term health conditions. A successful service will enable more parents to protect their families through smoking cessation and smoke free homes. These families then experience better health, resulting in improved attainment amongst the children.

Health services benefit from a reduction in health service utilisation. For example, babies born to women who smoke are twice as likely to need neonatal care as babies born to non-smokers. Reducing smoking prevalence improves health and reduces the need for primary and secondary health care. Births to non-smokers require less intervention. Savings are therefore found for maternity and paediatric services, and community health provision including GPs. In addition, many women who quit in pregnancy remain abstinent, reducing long term smoking-associated illness, and reducing the chances of their children taking up smoking.

The impact of this is also positive to the local authority, due to improving health, reduction in need for social care and SEN provision for children disabled due to early birth. Furthermore, there is evidence demonstrating an association between maternal smoking, early childhood exposure to second hand smoke and the development of emphysema in adulthood<sup>1</sup>. The findings suggest that the lungs may not recover completely from the effects of early-life exposure. Emphysema is not curable, people who are diagnosed have a significantly impaired quality of life, living with symptoms that interfere with everyday activity, they are also likely to need a carer and to use social care services<sup>2</sup>. Therefore supporting pregnant women to quit will have a positive impact on social care services.

#### Y Weight

A free twelve week structured education programme offering patients the opportunity to attend a weekly group session (1.5 hours) led by trained staff. This programme covers topics such as food and its effect on the body, energy balance and understanding food packaging labels. During each session trained Educators facilitate group discussion, enabling participants to share experiences, highlight challenges and identify solutions for weight management through goal setting activities. Physical activity is

<sup>1</sup> Lovasi GS et al. Association of environmental tobacco smoke exposure in childhood with early emphysema in adulthood among non-smokers. *Am J Epidemiol.* 2010 Jan 1;171(1):54-62. doi: 10.1093/aje/kwp358.

<sup>2</sup> An Outcomes Strategy for COPD and Asthma in England, Department of Health (2011)

encouraged throughout the programme with taster sessions included and local activities promoted.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

There will be no impact to service users, with differing protected characteristics, who access the service.

The Living Well Hub will process referrals from a number of different sources. Residents can text, phone or access the Council website to find out more about the service. Residents can also access services directly through the providers. Providers of Lifestyle Services are required to ensure accessibility to those whose main language is not English, and to those with additional needs, such as learning disability or reduced mobility.

The following monitoring data is available nationally

- Stop Smoking Service and Smoking in Pregnancy Service data on numbers setting a quit date and quitting smoking at 4 week follow up by age, gender and socio economic classification available from NHS Digital <https://digital.nhs.uk>:

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

N/A

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			√	The proposal will not have any particular benefits or disadvantages for different ages compared to the rest of the public. No particular age groups have been identified as particularly disadvantaged or underrepresented in any areas relevant to this proposal.
Disability			✓	The proposal will not have any particular benefits or disadvantages for disabled people compared to the rest of the public. Disabled people have not been identified as particularly disadvantaged or

			√	underrepresented in any areas relevant to this proposal. The following have been considered and will be implemented: <ul style="list-style-type: none"> <li>• Official interpreters if needed for those not fluent in English (i.e. speakers of a different language or BSL).</li> </ul>
Gender (including sex, transgender and issues relating to pregnancy and maternity)			√	Smoking cessation services are available to everyone, regardless of gender, gender identity or expression.
Race/Ethnicity			√	There will be no impact on race/ethnicity as the service is available to all smokers regardless of their race or ethnicity.
Religion or belief			√	No impact; service and therapies suitable for all beliefs
Sexual Orientation (including issues relating to marriage and civil partnerships)			√	There will be no impact on sexual orientation as a result of this proposal. Services are available to all.

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

As the service will not change there will be no disadvantage to any other groups.

### **Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

N/A

## Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

**If a follow-up EIA is not required, explain why:**

No follow up EIA is required as the impact of the proposal is neutral and will not have any impact on services or service-users. Furthermore, all the required monitoring data is collected and no further useful data is likely to be able to be collected after the proposal is implemented.

Signed (lead officer): .....

Signed (lead manager):



Date: .....26.10.18.....

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

## Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

### Outcome of EIA

## Consultation and Assessment Summary

Downloaded from <http://ajph.org/> on November 10, 2015

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
Stoke-on-Trent

### Name of proposal being assessed

**Healthy Weight and Physical Activity programme**

### Directorate/Service Area

**Adult Social Care, Health Integration and Wellbeing**

### Date EIA Completed

**25.10.18**

### Lead Officer for this EIA

**Katrina Hull**

### Contact Number

**Ext 5644**

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

From April 2013 Stoke-on-Trent City Council took on a greater responsibility for improving its population's health following the transfer of the local public health functions from the NHS, including action to address the wider determinants of obesity (the obesogenic environment), the annual delivery of the NCMP, and community-based weight prevention and weight management services.

If we are to have a significant impact on reducing obesity prevalence in Stoke-on-Trent, we have to challenge social norms by offering services where residents who want to lose weight are empowered and supported to do so; where families are supported to eat well and be active to prevent excess weight in the first place; where children are introduced to good nutrition and an active lifestyle at home, school and in the community.

Achieving this vision involves working in partnership with the public, private and voluntary sectors to implement a multi-faceted approach to tackle obesity. The Healthy Weight strategy directs us all towards opportunities to tackle this major cause of health inequalities in Stoke-on-Trent and brings us closer to the vision of a healthier city.

The Healthy Weight Strategy supports the delivery of the City Council's Stronger Together vision; *working together to create a stronger city we can all be proud of*. This includes the strategic measure of reducing excess weight in Year 6 children and identifies the following six priorities:

1. Positive parenting and action in schools
2. To make Stoke-on-Trent a Sustainable Food City
3. Create healthy weight neighbourhoods and towns
4. Timely identification and management of overweight and obesity
5. Effective communication for tackling obesity
6. Influencing change through advocacy



The new Physical Activity Strategy, Stoke-on-Trent – An Active City (2018-2021) is aiming to make Stoke-on-Trent a more Active City by 2021, where more local people of all ages, communities and the city benefit from physical activity. The supporting action plan will focus on implementing strategies to increase physical activity levels across the population as well as reducing physical inactivity in priority groups; females, over 55's and residents working in semi-routine and routine occupations and long term unemployed or those who have never worked.

In 2019/20 there will be a change in the procurement and a remodel of services, this EIA is to identify if any equality strands could be affected.

### **What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?**

The proposal creates an opportunity to remodel Healthy Weight and Physical Activity Services to achieve outcomes to support the Council's vision for a healthy weight and physically active local population, with targeted support offered to those at greatest risk.

More specifically, the Healthy Weight Strategy aims to:

- Reduce the percentage of children in year 6 who are very overweight from the 2014/15 baseline
- An increase in breastfeeding maintenance rates at 6-8weeks of 2% per annum from baseline

The Physical Activity Strategy aims to:

- Increase levels of physical activity by 1% across the population each year for three years
- By 2021 decrease levels of physical inactivity by 3% in priority groups\* (achieving less than 30 minutes of activity each week)

\*priority groups: females, over 55's and NS-SEC 6-8

### **Who is intended to benefit from this proposal, how and why?**

Stoke-on-Trent's Health Weight Strategy addresses the actions which need to be taken to lessen the impact of the obesogenic environment as well as the commissioning and utilisation of the NCMP data. Therefore, the population of interest are children, families and adults who live in the city who are overweight or very overweight.

The Physical Activity Strategy aims to achieve a shift in population levels of physical activity across all ages in Stoke-on-Trent with additional focus on three priority population groups identified using Active Lives data; females, over 55's and NS-SEC 6-8. All three groups have significantly higher levels of inactivity (less than 30 minutes per week) and low levels of physical activity (less than 150 minutes per week).

## Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

In 2017 an insight report was commissioned to help tackle maternal obesity. The insight explored the attitudes, behaviour and service needs of local pregnant women and new mums. The findings are used to help:

- Inform provision of current and/or future services for this population by identifying barriers, challenges, enablers and motivating factors for engagement in services to support a healthier weight
- Learn how professional staff can best support pregnant women and new mums to make changes towards a healthier lifestyle for them and the baby
- Help shape the content, language and design of marketing and promotional material to make local services appealing and help motivate pregnant women to consider lifestyle improvements

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

N/A

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		√		This proposal will benefit older adult (55+) with a particular focus on increasing levels of physical activity in this group
Disability			√	This proposal will not impact on any particular disability group
Gender (including sex, transgender and issues relating to pregnancy and maternity)		√		This proposal will benefit pregnant mothers, with a campaign aimed at increasing levels of physical activity

<b>Race/Ethnicity</b>			√	This proposal will not impact on any particular race/ ethnicity
<b>Religion or belief</b>			√	This proposal will not impact on any particular religion or belief
<b>Sexual Orientation (including issues relating to marriage and civil partnerships)</b>			√	This proposal will not impact on any particular sexual orientation

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No

### **Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

N/A

### **Follow-up Equality Impact Assessment**

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

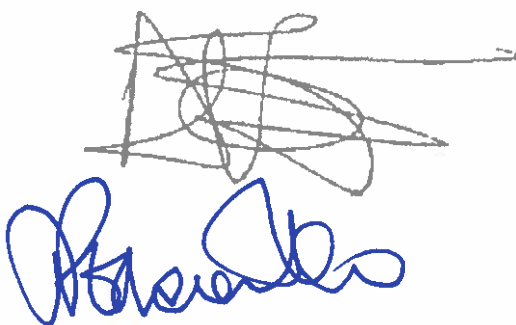
If a follow-up EIA is not required, explain why:

There is no adverse negative impact on any group.

Signed (lead officer): K. Hull-----

Signed (lead manager):

Date: 26.10.18

A handwritten signature in blue ink, appearing to be 'K. Hull', is written over a large, dark, scribbled-out area.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

**Begin the follow-up EIA by recalling:**

- ## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Consultation and Assessment Summary

\_\_\_\_\_

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----





## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
**Stoke-on-Trent**

### Name of proposal being assessed

**Reduce use of Locums in the Educational Psychology service**

### Directorate/Service Area

**Children and Families/ Learning**

### Date EIA Completed

**25/10/18**

### Lead Officer for this EIA

**Jen Lomas**

### Contact Number

**236892**

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

A full review has been carried out into the work of the in house Educational Psychology team and new procedures for allocation of support have been rolled out across schools and academies in 2018/2019. This has established that it is possible to realise savings on the use of Locum Education Psychologists whilst still supporting the same cohort of children and young people. The use of Locums had been to cover absence but this is now well managed within the team

### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The outcome is to ensure efficient use of council resources.

### Who is intended to benefit from this proposal, how and why?

The proposal ensures that schools have a stable service from permanent EPS staff.

## Assessment of Impact

### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or



leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	No impact anticipated
Disability			X	No impact anticipated
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	No impact anticipated
Race/Ethnicity			X	No impact anticipated
Religion or belief			X	No impact anticipated
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	No impact anticipated

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

No

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
		x	

If a follow-up EIA is not required, explain why:

Signed (lead officer): -----Jen Lomas -----

Signed (lead manager): -----*Lauren Ross* -----

Date: -----*2/11/18* -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
**Stoke-on-Trent**

### Name of proposal being assessed

**Cease the low pupil numbers financial support given to Bircheshead School.**

### Directorate/Service Area

**Children and Families/ Learning**

### Date EIA Completed

**25/10/18**

### Lead Officer for this EIA

**Jen Lomas**

### Contact Number

**236892**

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

Cease providing the annual financial contribution to Birches Head which was originally put in place to support the school to remain open through a transitional phase, whilst pupil numbers were low and there were significant surplus places. The financial support was originally funded from contingency in 2016/17 for a period of up to 5 years until pupil numbers increased. This was subject to an annual review. The Local Authority has proactively worked with the school to bring improvements and pupil numbers have now significantly increased with year 7 being close to full and the additional funding is not required beyond the current financial year.

### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The outcome is to ensure efficient use of council resources.

### Who is intended to benefit from this proposal, how and why?

The proposal ensures that funding can be targeted

## Assessment of Impact

### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	No impact anticipated
Disability			X	No impact anticipated
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	No impact anticipated
Race/Ethnicity			X	No impact anticipated
Religion or belief			X	No impact anticipated
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	No impact anticipated

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No

### Negative Impact


If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input type="checkbox"/>
	x

If a follow-up EIA is not required, explain why:

Signed (lead officer):  .....

Signed (lead manager):  .....

Date: -----26 October 2018 -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):- .....

Date: .....

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
Etruria Valley Full Fibre project	
Directorate/Service Area	Date EIA Completed
Place/Economic Growth	26.10.2018
Lead Officer for this EIA	Contact Number
Steve Lovatt	236632

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

To deliver a Full Fibre Broadband project on the Etruria Valley site within the Ceramic Valley Enterprise Zone. The proposals would enable a City Council owned independent broadband fibre network.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

Our intention is to run fibre through the section of the Stoke-on-Trent Private Optical Network (SPON) in the Etruria Valley area, connecting fibre to premise. This will provide the capacity for fibre to premise connection for 5,000 homes and businesses.

#### Who is intended to benefit from this proposal, how and why?

The differentiator that the City would have over and above other competitor-urban centres would include:

- a gigabit enabled Enterprise Zone site with broadband speeds that are unavailable in most other cities
- access to gigabit services (1000mbps or above)
- more competitive pricing for broadband services
- capability to attract digital technology and financial technology businesses
- a development site that is "future proofed" in terms of broadband

The benefits to our residents would be:

- access to gigabit services (1000mbps or above)
- lower price services through a more competitive market
- scope for concessionary services to both council and social housing residents

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

From a social value perspective more affordable broadband has a direct impact on digital inclusion for those most in need of both health and public services at a time when access to the services is moving online, in particular those citizens requiring access to universal credit and a wider range of Council services.

**If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.**

Potential equalities impact is evidenced by a series of recent reports in the UK and Europe highlighting the social impact of full fibre broadband

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		X		Digital inclusion
Disability		X		Digital inclusion
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	Digital inclusion
Race/Ethnicity			X	Digital inclusion
Religion or belief			X	
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

Benefit to those on low income through more affordable broadband

**Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

No adverse negative impact identified

**Follow-up Equality Impact Assessment**

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

X

No

☐

**If a follow-up EIA is not required, explain why:**

EIA will be conducted during the mid-term project evaluation



26/10/18

Signed (lead officer): .....

Signed (lead manager): --Richard Chadwick -26/10/18



-----31/10/18

Date: .....

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

# Equality Impact Assessment (EIA) Form



<b>Name of proposal being assessed</b> <b>Public Protection Fees and Charges</b>	
<b>Directorate/Service Area</b> <b>Adult Social Care, Health Integration and Well-being</b>	<b>Date EIA Completed</b> <b>25/10/18</b>
<b>Lead Officer for this EIA</b> <b>Martyn Brindley</b>	<b>Contact Number</b> <b>2095</b>

## Identifying the aims of the proposal

### What is the main purpose and scope of the proposal?

Changes to fees and charges made for public protection services are proposed as part of the Council's medium term financial strategy process, with the aim of ensuring that the costs of providing discretionary services are met by the service user rather than falling upon all local residents and businesses.

### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

Fees and charges which recover service costs help to ensure the future delivery of both statutory and discretionary Public Protection functions and contribute towards service improvements and developments. The intended outcome is that the costs involved in providing discretionary services now and in the future are fully recovered by the fees and charges. Determining service costs involves a degree of demand prediction which can be adversely affected by the fee/charge demanded, and negatively impact the intended outcome.

### Who is intended to benefit from this proposal, how and why?

The policy of recovering discretionary service costs from service users benefits residents and businesses who contribute to the Council's finances through local taxation.

## Assessment of Impact

### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Benchmarking with fees and charges of comparable local authorities for discretionary services.  
Benchmarking with fees and charges of private sector providers.  
Annual monitoring of service use.

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

NA



Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	The discretionary services subject to a fees and charges review not age related or age specific.
Disability			X	Where the discretionary services subject to the fees and charges review involve access issues these have been addressed through consideration of DDA requirements.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	The discretionary services subject to a fees and charges review not gender related or gender specific.
Race/Ethnicity			X	The discretionary services subject to a fees and charges review have no race or ethnicity aspects.
Religion or belief			X	The discretionary services subject to a fees and charges review have no religious or belief aspects.
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	The discretionary services subject to a fees and charges review are equally available to all customers other than where restricted by statute.

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

Assistance is available for customers on low income for some of the fees and charges being reviewed through a reduced rate or Government assistance.

**Negative Impact**

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

NA

**Follow-up Equality Impact Assessment**


Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

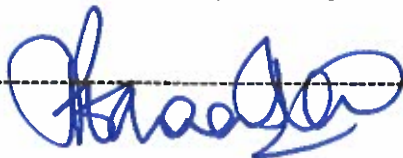
If a follow-up EIA is not required, explain why:

No negative impacts or areas for further investigation have been identified.

Signed (lead officer):

  
Martyn Brindley, Strategic Manager Public Protection

Signed (lead manager):



Date: 25/10/18



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



City of  
Stoke-on-Trent

<b>Name of proposal being assessed</b>	
<b>Asset Maximisation</b>	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
<b>Place, growth and Prosperity</b>	<b>28/10/18</b>
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
<b>Anthony Williamson</b>	<b>6697</b>

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

To Maximise the usage of our property assets.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

Under this proposal we will target:

- A right sized and right-shaped estate;
- Maximise the utilisation of the right-shaped estate
- Promote greater partnership working under Stronger Together;
- Greater use of ICT applications and a mobile computing estate;
- Look at regeneration opportunities associated with assets that are decommissioned.

There are a number of major risks associated with the proposal and programme of works, in summary these are:

- Services implement their specific change proposals, business change is a condition precedent in relation to this proposal;
- Assets can be vacated in a timely manner, and that means understanding all aspects of the assets set out in a detailed plan;
- ICT solutions are readily available to enable services to change, this doesn't mean new software or hardware, it means that the working environment enables change to happen and is not a barrier to change;
- Final solutions for repurposing and or disposal (or other) are met positively by the property, regeneration and investment markets.



**Who is intended to benefit from this proposal, how and why?**

Our buildings and physical built assets play a vital role in our communities and often are a focal point for communities and the services that are offered from them. The proposal will maximise the benefit.

**Assessment of Impact****List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics**

No analytical data.

**If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.**

Previous works of this nature have taken place and lessons have been learnt from that process, these included well-being surveys and discussions with the disability access officer. Also the revision of part M of the building regulations and the Equalities Act 2010 are significant legislation that guides the changes.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	
Disability		X		In some cases the buildings have better facilities than the buildings being vacated.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	
Race/Ethnicity			X	
Religion or belief			X	
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

No.

#### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

N/A

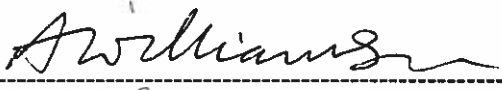
#### Follow-up Equality Impact Assessment

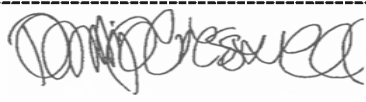
Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes ☐

If a follow-up EIA is not required, explain why:

Yes, I recommend a review as this project involves assets circumstances could develop that need to be reviewed.

Signed (lead officer): -----

Signed (lead manager): -----

Date: -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----





## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
Staffing Changers to Mitigate In Year Council Pressures	
Directorate/Service Area	Date EIA Completed
Place, Growth, Prosperity	26-10-2018
Lead Officer for this EIA	Contact Number
Paul Evison	2345

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

**Reduction of x1 vacant post for out of hours sweeper**= We have struggled to recruit to this post and have been able to deliver similar standards without this post, no major impact from this reduction.

**Cover a vacant Grounds and Cleansing role and vacant Countryside Operative Role with apprentices** = the average salary for an apprentice is £10k making a saving of approx. 15K per year per role/per year. These will provide the opportunity for the public to apply for a role that they are not yet fully qualified to carry out and will be provided with an accredited qualification and work based experience.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

Intended outcome is to reduce spend whilst providing employment and training opportunity.

#### Who is intended to benefit from this proposal, how and why?

Unskilled members of the public will benefit from being able to apply for roles which provide training, experience and accredited training.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

N/A

**If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.**

N/A

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			x	
Disability			x	
Gender (including sex, transgender and issues relating to pregnancy and maternity)			x	
Race/Ethnicity			x	
Religion or belief			x	
Sexual Orientation (including issues relating to marriage and civil partnerships)			x	

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

N/A

#### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

N/A


#### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

If a follow-up EIA is not required, explain why:

The roles provide opportunity for training and upskilling successful members of public.

Signed (lead officer):  -----26/10/18-----



Signed (lead manager): -----

Date: 31/10/18 -----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
Charging for some items at all Household Waste Recycling Centres	
Directorate/Service Area	Date EIA Completed
Place, Growth & Prosperity: Waste Services	24/10/18
Lead Officer for this EIA	Contact Number
Carol Gibbs	Ext 3256

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
To introduce disposal charges to residents for specific items at the household waste recycling centres.
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
It is intended to create an income for the council to assist with the disposal costs of the more expensive items to dispose of. This is in line with our neighbouring authorities.
Who is intended to benefit from this proposal, how and why?
All residents are able to dispose of all waste streams at the two household waste recycling centres in the city. It is not proposed to change this and therefore everyone is still able to enter the site. Some specific high disposal cost items will be charged for to assist the council to pay for the correct disposal of said items.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
This will not have an impact on any particular group of people. All residents will be able to continue to access the sites.
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.
N/A



Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	Access will continue to be available to all residents
Disability			X	Access will continue to be available to all residents
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	Access will continue to be available to all residents
Race/Ethnicity			X	Access will continue to be available to all residents
Religion or belief			X	Access will continue to be available to all residents
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	Access will continue to be available to all residents

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

People on low income may be impacted up on, however the City Council has various ways in which waste can be disposed of and can be discussed with each individual to provide the preferred solution dependent upon each case.

**Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

Each individual case can be discussed to agree a preferred way forward for the case in question.

**Follow-up Equality Impact Assessment**


Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?


Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

**If a follow-up EIA is not required, explain why:**

All relevant processes have been followed up to this point and through the budget consultation will continue to do so.

The Councils Waste Services has a number of initiatives that can assist residents to dispose of their waste correctly which will all be communicated and used to determine the best solutions for individuals.

Signed (lead officer): 

  
Signed (lead manager): .....

31/10/18  
Date: .....

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*

<b>Name of proposal being assessed</b>	
CS13_1920 - Income through Procurement Frameworks	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
City Director's/Commercial Development	26/10/2018
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
Jonathan Phipps	232747

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

To make City Council-managed procurement frameworks available to other public bodies. This would be done at a fee, equivalent to the value of 2% of all invoices incurred.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The intended outcome of the proposal is an income stream over a period of 4 years based on other public bodies using our frameworks.

The principal barrier to this outcome being achieved is a lack of interest from potential customers/users.

#### Who is intended to benefit from this proposal, how and why?

The city as a whole will benefit, i.e. income generated from this initiative will help service delivery whilst avoiding cuts to services.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Soft market testing has been undertaken with potential customers. The proposal to establish procurement frameworks and make those frameworks available to those customers has been greeted favourably.

#### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Not applicable. This proposal involves a transactional relationship between public bodies.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or

leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.
Disability			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.
Race/Ethnicity			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.
Religion or belief			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	This proposal is a transactional relationship between public bodies. The people, groups and communities served by those bodies will not be affected by this proposal.

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

Not applicable.



### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

Not applicable.

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

If a follow-up EIA is not required, explain why:

This proposal involves a business relationship between public bodies. There are no equality impacts on the communities served by those bodies.

Signed (lead officer):  (Jonathan Phipps)

Signed (lead manager):  (David Sidaway)

Date: 26<sup>th</sup> October 2018

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

10

11

12

13



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*

<b>Name of proposal being assessed</b>	
CS18_1920 City News and Staffing	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
City Director	25 <sup>th</sup> October 2018
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
Emma Rodgers	01782 232309

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

Cease city News and minor restructure. The contract was coming to an end in June 2019 with the last issue scheduled for March 2019.

A number of activities are in place to ensure that residents receive regular updates via other communication channels such as social media, via the media, via other marketing materials, e-updates, etc.

A vacant communications officer post will be deleted as part of an ongoing review around communications and marketing services and how these services are delivered to best meet the needs of the population.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

That City News is no longer produced. This will mean that three times a year there will no longer be a city council newsletter produced.

A number of activities are in place to ensure that residents receive regular updates via other communication channels such as social media, via the media, via other marketing materials, e-updates, etc.

Business as usual communications will continue as normal.

#### Who is intended to benefit from this proposal, how and why?

There will be a saving to the general taxpayer as a result of this proposal as the general fund will receive the saving made. Bolstering the general fund will ensure that essential services and other statutory services can continue.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Consumer habits have changed and there have been significant changes to how people communicate and receive their information. 90% of adults in the UK use email communications as a way to receive their information and the use of social media is extremely high across the population. Through other campaigns, targeted marketing information is provided which seeks to communicate effectively with specific demographic groups.

The number of hard copy magazines has reduced quite considerably in recent years. Several neighbouring local authorities and others up and down the country no longer produce a publication. It is not specified as a statutory requirement.

If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			x	<p>One of the considerations was around older people and them not having access to the internet. Due to delivery issues, some people have fed back that they don't receive the magazine currently. An alternative for people is for them to access information via libraries or other local centres. It is felt that this group will not be negatively disadvantaged any more than any other group.</p> <p>Younger people are unlikely to engage with a council publication in this format so are unlikely to be affected.</p>
Disability			x	<p>City News is produced in a standard format with. While there is the option for the publication to be made available in alternative format, no requests have been made for this format in recent years. On-line communications use options like browse aloud, for people with disabilities which is not available in a hard copy publication.</p>
Gender (including sex, transgender and issues relating to pregnancy and maternity)			x	<p>City News is a standard publication so ceasing it is unlikely to have any gender implications.</p>
Race/Ethnicity			x	<p>City News is a standard publication so ceasing it is unlikely to have any race implications.</p>

Religion or belief			x	City News is a standard publication so ceasing it is unlikely to have any faith implications.
Sexual Orientation (including issues relating to marriage and civil partnerships)			x	City News is a standard publication so ceasing it is unlikely to have any sexual orientation implications.

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

Given that City News is a standard publication available for the general public, it is unlikely to have any wider disadvantages for any other groups specifically.

#### **Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

n/A

#### **Follow-up Equality Impact Assessment**

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes ☐ No ☒

**If a follow-up EIA is not required, explain why:**

This proposes changes to an non-statutory publication. Consumer habits have changed and people's ways of consuming information has changed. Benchmarked against many other local authorities, there has been a huge reduction in the number of councils who provide hard copy publications. It is felt that given the number of other channels available to the city council at lower cost or no cost, that information can be provided in alternative ways that will meet resident's need.



Signed (lead officer): -----Emma Rodgers -----  
-----

Signed (lead manager): ----------

Date: -----30 October 2018-----  
-----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

10

6

100

\_\_\_\_\_



## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.



*Additional guidance notes have been provided through the following link*

Name of proposal being assessed	
Concessionary Fares staffing - Scale 5 replaced by apprentice	
Directorate/Service Area	Date EIA Completed
Place Growth and Prosperity	25/10/2018
Lead Officer for this EIA	Contact Number
Adrian Millward	Ext 3405

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
To appoint a business apprentice to support Transport Operations whilst holding a Ticketing Officer post vacant and delivering savings whilst offering an opportunity to train a new employee.
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
To provide training to an apprentice, to provide support to the Transport Operations Team and to save costs whilst the post of Ticketing Coordinator is held vacant.
Who is intended to benefit from this proposal, how and why?
Apprentices gaining skills, experience and qualifications.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
The Transport Operations team have 3 FTE Ticketing Coordinator posts within the structure. Two of these posts are currently vacant. The proposal is to recruit to one of these posts as normal and to hold the second post vacant and use the saving from this to fund an apprentice within the Transport Operations Team.
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.
As there is one full time Ticketing Officer post available any one that may have been interested in this post will have the opportunity to apply for this post. Additionally by providing the apprentice post it will offer the opportunity for someone without appropriate training to develop experience and training within the team.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	Post available to all persons of working age
Disability			X	No specific restriction
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	Post available to all
Race/Ethnicity			X	Post available to all
Religion or belief			X	Post available to all
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	Post available to all

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

N/A

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

☐

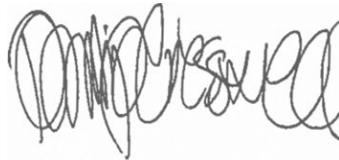
No

☒

If a follow-up EIA is not required, explain why:

No Impact on equalities identified.

Signed (lead officer): - Adrian Millward -----



31/10/18

Signed (lead manager): -----

Date: 25/10/2018-----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
Housing CCTV & Access Systems	
Directorate/Service Area	Date EIA Completed
Place, Prosperity and Growth	Friday, 26 October 2018
Lead Officer for this EIA	Contact Number
Ian Tamburello, Strategic Manager, Enforcement and Operations	01782 232078

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
Provision of CCTV and Access Systems for Housing
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
Greater security for housing tenants, greater ability to respond to ASB and overall reduction in associated ASB
Who is intended to benefit from this proposal, how and why?
Housing tenants, the local community, enforcement agents for tenancy and ASB, reduced pull on reactive council resources

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
Housing tenancy lists at subject locations.
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.
Those on low income and the vulnerable are more likely to be dependent on council / social housing.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		X		An improved CCTV and Access system will allow agencies to better protect vulnerable tenants and communities who may be witness to, or targeted, in subject locations.
Disability		X		
Gender (including sex, transgender and issues relating to pregnancy and maternity)		X		
Race/Ethnicity		X		
Religion or belief		X		
Sexual Orientation (including issues relating to marriage and civil partnerships)		X		

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

The service will be provided equally to all, except in cases where there is specific reason to target surveillance for prevention of crime, in such circumstances, each case will be considered on merit and the relevant legal authorities sought by the investigating agencies, as is already standard practice in respect of public space CCTV.



--

**Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

--

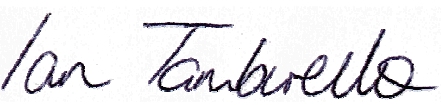
**Follow-up Equality Impact Assessment**

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

**If a follow-up EIA is not required, explain why:**

This is an extension to the council's significant access and CCTV activities. Performance will be integrated into existing measures and measured through service level agreements with the housing provider.

Signed (lead officer and manager):   
Date: Friday, 26 October 2018

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)



## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):-----

31/10/18

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
<b>Review of Car Parking Charges</b>	
Directorate/Service Area	Date EIA Completed
<b>Place, Prosperity and Growth</b>	<b>Friday, 26 October 2018</b>
Lead Officer for this EIA	Contact Number
<b>Ian Tamburello, Strategic Manager, Enforcement and Operations</b>	<b>01782 232078</b>

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
<ol style="list-style-type: none"> <li>1) Provision of commercial parking services to partnering councils.</li> <li>2) Provision of commercial car parking and chargeable on-street car parking provision.</li> <li>3) Provision of parking demand management services.</li> </ol>
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
<p>Primary aim is to generate additional income for the authority. This will be predicated on the subsequent take up of the commercial tenders and offers made.</p>
Who is intended to benefit from this proposal, how and why?
<p>The council as a whole will benefit from increased revenue, avoiding less palatable options. Partnering councils will benefit from access to our scale and parking service expertise, and the city council will benefit from a reliable income source for the contract term.</p>

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.
<p>We do not have access to, or collect global motorist characteristics</p>

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		X		The bulk parking deal with University will benefit students.
Disability			X	The proposals will have no direct impact on these groups.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	
Race/Ethnicity			X	
Religion or belief			X	
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

Price increases may affect those on low income more.

### Negative Impact

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

Parking is a commercial activity, and pricing is consistent to all individual motorists, bar blue badge users and where volume discounts are negotiated. Parking location is a private decision for the individual motorist and there are always other parking options available should the offer in one location be unattractive.

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

☐

No

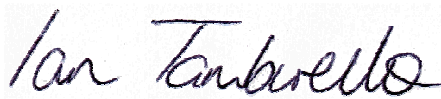
☒

**If a follow-up EIA is not required, explain why:**

This is not a new function, and performance will be measured through existing channels.

Signed (lead officer and manager):

Date: Friday, 26 October 2018



The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):-----

31/10/18

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
New Premium/Express Bulky Waste Collection Service and Fees and Chargers Increase	
Directorate/Service Area	Date EIA Completed
Place, Growth, Prosperity	26-10-2018
Lead Officer for this EIA	Contact Number
Paul Evison	2345

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

The City Council currently provides a subsidised bulky waste collection service at the low cost of £16 for 5 items and £3 for each additional item which is collected from the residents address. The reason for the low price is to encourage residents not to fly tip. This service is in high demand and average lead times are 10-15 working days. This proposal is to provide a premium bulky waste collection service at a higher charge rate of £40 for the first 5 items and £6 per additional item. The two options will be available moving forward.

Commercial event chargers are proposed to be increased; these have not seen an increase for 4 years and are low compared to neighbouring authorities.

Community events do not have any charge in place at present and take considerable Officer time to facilitate, for this reason a small charge is proposed to be set moving forward.

Allotments, are proposed to have a 3% increase in rents, a rent review has not taken place for 3 years and rents for plots are considered low compare to other neighbouring authorities.

Environmental Crime legislation has an early payment discount rate and then a higher rate, it is proposed to charge a set rate, in the middle of the two for any fixed penalty notices moving forward.

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The intended outcome is to provide two options for the response time frames for collection of bulky waste along with a premium and standard cost rate. It could be found when we go live that there is not the demand there for the premium service.

For events, allotments and environmental crime it is intended that the fees charged increase will help to ensure that the services are sustainable and can be delivered moving forward. It could be that the rent increases cause for a lower uptake moving forward.

#### Who is intended to benefit from this proposal, how and why?

The benefit is to provide residents with the option of a speedy collection service and also a standard service, helping to reduce the risk of fly tipping and untidy gardens when waste is left in situ.

For events, allotments and environmental crime it is intended that the fees charged increase will help to ensure that the services are sustainable and can be delivered moving forward. For events, allotments and environmental crime it is intended that the fees charged increase will help to ensure that the services are sustainable and can be delivered moving forward. Helping to ensure services are sustainable benefits the cities residents, visitors and business.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

Fees and chargers have been obtained for Birmingham City Council for events and Bulky waste chargers have been compared to neighbouring authorities Staffordshire Moorlands and Newcastle.

#### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

N/A

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		x		Bulky waste this service will provide a positive impact for all, with the option of a premium service and also a standard service at a lower cost. Allotments have a OAP discount.
Disability			x	
Gender (including sex, transgender and issues relating to pregnancy and maternity)			x	
Race/Ethnicity			x	
Religion or belief			x	

Sexual Orientation (including issues relating to marriage and civil partnerships)			x	
---	--	--	---	--

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

N/A

#### **Negative Impact**

**If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?**

N/A


#### **Follow-up Equality Impact Assessment**

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

**If a follow-up EIA is not required, explain why:**

This proposal provides residents with options that best suit their needs and resource, and helps to make services sustainable and available moving forward.

Signed (lead officer): ---  -----26/10/18-----



Signed (lead manager): -----

Date: -----31/10/18-----

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.



City of  
Stoke-on-Trent

*Additional guidance notes have been provided through the following link*

<b>Name of proposal being assessed</b>	
Human Resources Service Budget Saving proposal 2019/20	
<b>Directorate/Service Area</b>	<b>Date EIA Completed</b>
City Director/Human Resources	25 October 2018
<b>Lead Officer for this EIA</b>	<b>Contact Number</b>
Naomi Wood/Ed Pilmore	2754/5477

### Identifying the aims of the proposal

#### What is the main purpose and scope of the proposal?

To contribute towards the City Councils budget saving and setting process for 2019/20 by further developments within the Councils Human Resources Service relating to the generation of additional income from external clients. Increasing the provision of HR & Payroll services to external clients Business with approx. 14 new academies, average of 40 staff in each school

#### What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?

The intended outcomes of the proposal are to generate additional income for the HR Service to contribute to the Councils wider budget position.

#### Who is intended to benefit from this proposal, how and why?

External clients will benefit from receipt of an excellent service.  
City Council employees will benefit in terms of continuity and greater certainty in relation to their on-going employment.  
The Council as a whole will benefit in that additional income will contribute positively to the wider budget position and also enhance its reputation for delivering excellent services to 3<sup>rd</sup> party organisations.

### Assessment of Impact

#### List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics

It is not anticipated that this proposal will have any impact on any people with differing protected characteristics.

#### If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

It is not anticipated that this proposal will have any impact on any people with differing protected characteristics.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or



leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age				NA
Disability				NA
Gender (including sex, transgender and issues relating to pregnancy and maternity)				NA
Race/Ethnicity				NA
Religion or belief				NA
Sexual Orientation (including issues relating to marriage and civil partnerships)				NA

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

NA



### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

NA

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes ☐

No ☐

If a follow-up EIA is not required, explain why:

Signed (lead officer): \_\_\_\_\_

Signed (lead manager): \_\_\_\_\_

Date: 26.10.2018 \_\_\_\_\_

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.

Signed (lead officer):-----

Date: -----



## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
Easing Traffic Congestion / Improving Parking Compliance	
Directorate/Service Area	Date EIA Completed
Place, Prosperity and Growth	Friday, 26 October 2018
Lead Officer for this EIA	Contact Number
Ian Tamburello, Strategic Manager, Enforcement and Operations	01782 232078

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
Adding additional personnel to support the daily parking management activity to ease congestion and keep the city moving by helping ensure motorists park considerately, protecting the rights of those entitled to park, and taking informal and formal action through the civil enforcement process.
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
Improvement in traffic compliance across the city and a greater response to traffic demands and individual requests.
Who is intended to benefit from this proposal, how and why?
Everybody who uses the city's highways.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
Service requests for parking enforcement around schools and disabled parking places. Outcome of this Budget Proposal 2019/20
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age		X		Greater resources will allow us to increase our capacity to do more school patrols and enforcement to protect children from harm.
Disability		X		Greater resources will allow us to increase our capacity to do more frequent patrols of disabled parking areas.
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	
Race/Ethnicity			X	
Religion or belief			X	
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	

**Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?**

No, this is a legal compliance activity concerned solely with motor vehicle activity.

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

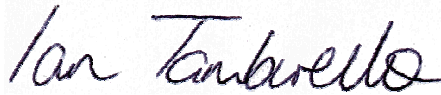
Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

If a follow-up EIA is not required, explain why:

This is not a new function, and performance will be measured through existing channels.

Signed (lead officer and manager):  
Date: Friday, 26 October 2018



The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)





## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):-----

31/10/18

Date: -----

## Equality Impact Assessment (EIA) Form

Purpose of this form is to ensure that the Council's equality duty can be shown to have been properly considered in the decision-making process. An EIA should be completed and attached to any reports or proposals put forward for decision by the Council.

*Additional guidance notes have been provided through the following link*



Name of proposal being assessed	
<b>Static Camera Enforcement</b>	
Directorate/Service Area	Date EIA Completed
<b>Place, Prosperity and Growth</b>	<b>Friday, 26 October 2018</b>
Lead Officer for this EIA	Contact Number
<b>Ian Tamburello, Strategic Manager, Enforcement and Operations</b>	<b>01782 232078</b>

### Identifying the aims of the proposal

What is the main purpose and scope of the proposal?
Install a static enforcement camera at a known hotspot, Lower Bethesda Street in Hanley. This is currently covered as part of touring patrols by camera enforcement vehicles but a static camera would be more efficient and effective.
What are the intended outcomes of the proposal, and what could contribute to/detract from the delivery of these outcomes?
Greater compliance and public safety, reduction in traffic management resources required.
Who is intended to benefit from this proposal, how and why?
Motorists, legitimate users of the bus lane, pedestrians in the area.

### Assessment of Impact

List available evidence, including consultations, regarding the impact that the proposal may have on people with differing protected characteristics
If monitoring data is not available for the people who are potentially affected or impacted by the proposal please provide reasons why not, and explain how (if at all) the potential equalities impact of the proposal has been assessed.
We do not have access to, or collect global motorist characteristics

Taking into account all the evidence available indicate where you think that the proposal could have an intended or unintended **negative impact** on a particular group: i.e. it could cause some disadvantage or leave out from its benefits some people with or without a particular protected characteristic. Where the proposal is intended to benefit any particular group this should be recorded as a **positive impact** and the reasons for this should be stated or included in the appropriate section above. Where the proposal will affect a particular group no differently from any other indicate this as **neutral impact**. Please give reasons for each outcome and explain which particular groups with which particular protected characteristics will be affected by the proposal and how:

	Negative Impact	Positive Impact	Neutral Impact	Reason(s)
Age			X	The proposal will affect all motorists equally.
Disability			X	
Gender (including sex, transgender and issues relating to pregnancy and maternity)			X	
Race/Ethnicity			X	
Religion or belief			X	
Sexual Orientation (including issues relating to marriage and civil partnerships)			X	

Are there any other groups (e.g. travellers, single parents, those on low income etc) who may be disadvantaged by the proposal's operation, or who may not benefit equally from it?

### Negative Impact

If an adverse negative impact has been identified, why is this necessary, and what actions are being taken to mitigate the impact?

### Follow-up Equality Impact Assessment

Should there be a Follow-up Equality Impact Assessment if this proposal is implemented?

Yes

☐

No

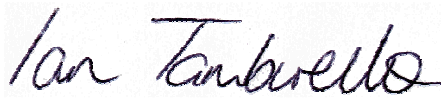
☒

### If a follow-up EIA is not required, explain why:

This is not a new function, and performance will be measured through existing channels.

Signed (lead officer and manager):

Date: Friday, 26 October 2018



The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

# Follow-Up Equality Impact Assessment

## Recapping the original EIA

Begin the follow-up EIA by recalling:

- the function or policy's intended purpose and scope;
- who was intended to benefit or be affected by the policy or function; and
- who were identified in the EIA as potentially disadvantaged, excluded or marginalised by its implementation?

## Consultation and Assessment

- Profile who is making use of the service or affected by the policy / function and how, in particular by reference to the protected characteristics of those concerned.
- Carry out a consultation as to the operation of the service or effect of the policy / function that reaches all those using the service or affected by the policy / function and in particular the identified potentially disadvantaged, excluded or marginalised groups.
- Particularly look at the take up of and effect of any measures implemented to assist particular groups who would otherwise have difficulty using the service or be adversely affected by the policy / function
- Ensure all relevant employees and staff support groups are consulted.
- Attach details of the profile of service users / those affected and a list of those consulted, together with the responses and any additional evidence.
- Review the consultation by asking:
  - What are the views of those consulted on the operation of the service or effect of the policy / function?
  - Is the service, policy or function successful in providing the intended benefits as set out in the EIA?
  - Are there any differences in responses between different groups with different protected characteristics?
  - Are there groups with particular protected characteristics who are not benefiting from the service / function or policy or benefiting less than others?
  - Are there groups with particular protected characteristics which are more adversely affected by the operation of the function / policy than others?
  - Where measures have been implemented to assist particular disadvantaged groups, have these been taken up and how effective are they in dealing with the disadvantage concerned?
- Compare the results with the anticipated results as set out in the original EIA.

## Outcome of EIA

### Consultation and Assessment Summary

--

## Issues from the follow-up EIA that will need to be addressed

Where issues are identified, based on the comments given in the EIA, you should draw up an action plan that highlights all the issues and states how they will be addressed. The action plan must form a part of your business planning process to ensure an effective outcome.

The completed and signed Equality Impact Assessment must be attached to the CO or relevant report and mailed to [equalities@stoke.gov.uk](mailto:equalities@stoke.gov.uk)

Ensure feedback is given to those who participated in the consultation.



Signed (lead officer):-----

31/10/18

Date: -----