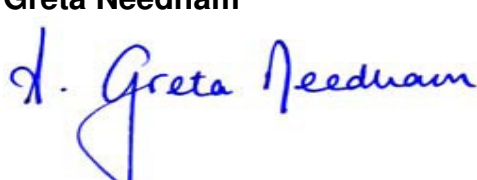


# Warwickshire County Council

## Equality Impact Assessment for Budget process

<b>Directorate</b>	<b>CWG</b>
<b>Service Area</b>	<b>Law &amp; Governance</b>
<b>Policy/Service being affected</b>	<b>Core Legal Service</b>
<b>Is this an investment or proposed saving?</b>	<b>Proposed Saving</b>
<b>Is this proposed saving or investment directly linked to another i.e that an investment in a new or existing service relates to a saving in another area? If so please name the linked proposal.</b>	<b>Not directly but there is a link with the wider structural changes proposed for Law and Governance</b>
<b>Who is undertaking this assessment?</b>	<b>Sarah Duxbury</b>
<b>Date of this assessment</b>	<b>25.1.11</b>
<b>Signature of completing officer (to be signed after the EIA has been completed)</b>	
<b>Name and signature of Head of Service (to be signed after the EIA has been completed)</b>	Greta Needham 
<b>Signature of DMT Equalities Champion (to be signed after the EIA is completed and signed by the completing officer)</b>	
<b>Is your proposal likely to result in complaints from existing services users and/or members of the public? <span style="float: right;">YES/NO</span></b>	
<b>If yes please flag this with your Head of Service and the Customer Relations Team as soon as possible</b>	

**A copy of the Equality Impact Assessment Report including relevant data and information to be forwarded to the Directorate Equalities Champion and the Corporate Equalities & Diversity Team**

## Form A1

### INITIAL SCREENING FOR BUDGET DECISIONS – DO THEY HAVE ANY RELEVANCE OR POSE ANY RISK TO ANY OF THE EQUALITIES GROUPS?



High relevance/priority



Medium relevance/priority



Low or no relevance/ priority

**Note:**

1. Tick coloured boxes appropriately, and depending on degree of relevance to each of the equality strands
2. Summaries of the legislation/guidance should be used to assist this screening process

DEPARTMENT:	Relevance/Risk to Equalities																				
State the service or proposal being assessed:	Gender inc transgender			Race			Disability			Sexual Orientation			Religion/Belief			Age			Priority status For EIA		
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reduce discretionary core legal service and increase legal charges to tenants	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities																					

For saving proposals complete form A2a below

For investment proposals complete form A2b below

**Form A2a – proposed savings**

**Equality Impact Assessment**

**Please Explain**

<b><u>Stage 1 – Scoping and Defining</u></b>			
(1) What are the aims and objectives of service where savings are to be made?	Providing corporate legal support and advice to the Council and the Councillors in order <ul style="list-style-type: none"> <li>• to maintain a strong framework of governance, decision making, standards and conduct across the Council and</li> <li>• to protect the Council from exposure to legal or other challenge or to unnecessary risk and</li> <li>• enable the Council to pursue its strategic objectives</li> </ul>		
(2) How does the service fit with the council’s wider objectives?	The service is integral to the sound functioning of the Council and the delivery of all its services.		
(3) What would have been the expected outcomes of the service?  Who would have benefited from the service and in what way?	<ul style="list-style-type: none"> <li>• Sound and timely legal advice to protect the Council from exposure to legal or other challenge or to unnecessary risk</li> <li>• Strong and robust corporate governance arrangements in place</li> <li>• Appropriate legal advice to help the Council pursue its strategic objectives</li> <li>• Efficient and sound decision making process across the Council.</li> <li>• Elected members provided with appropriate legal advice to equip them to discharge their responsibilities at county and local level.</li> <li>• The beneficiaries of the services are ultimately the public of Warwickshire.</li> </ul>		
(4) Does this proposed saving have the potential to directly or indirectly discriminate against any particular group or to compound issues of social inequality?  Please identify all groups that are affected	RACE  X	AGE  X	GENDER inc Transgender  X
	RELIGION/BELIEF  X	DISABILITY  X	SEXUAL ORIENTATION  X

(5) Are there any negative impacts on social inequality issues? This includes impacts on child poverty for example or our most geographically disadvantaged communities	No
<b><u>Stage 2 - Information Gathering</u></b>	
(1) What type and range of evidence or information have you used to help you make a judgement about the cut to this particular service?	Report prepared by Corporate Legal Services Manager of October 2010 setting out savings proposals for Core Legal Budget. Assessing services delivered and their impact, together with their statutory versus non-statutory functions.
(2) Have you been able to use any consultation data to help make this decision, if so what?	Consultation/discussions with staff delivering the core legal service and in particular those providing property related advice and who have dealings with WCC tenants where we are proposing to increase charges. No external consultations
<b><u>Stage 3 – Making a Judgement</u></b>	
(1) From the evidence above is there any adverse or negative impact identified for any particular group?	No staffing reductions are envisaged by this proposed saving – so no internal impact. There is no evidence that increasing charges to tenants has an adverse or negative impact on any particular group – this is based on the tenant base and also the limited increase proposed - so no external impact.
(2) If there is an adverse impact, can this be justified?	N/A
(3) if there is an adverse impact on social inequalities can these be justified?	N/A

(4) What actions could be taken or have been taken to reduce or eliminate negative or adverse impact?	None				
(5) Is there any positive impact?  Does it promote equality of opportunity between different groups and actively address discrimination?	No				
<b><u>Stage 4 – Action Planning, Review &amp; Monitoring</u></b>					
If No Further Action is required then go to – Review & Monitoring  (1) Action Planning – Specify any action which could be taken to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.	EIA Action Plan				
(2) Review and Monitoring  State how and when you will monitor the impact of this proposed saving	DLT monitors savings proposals and implementation on a regular basis.				

Action	Lead Officer	Date for completion	Resource requirements	Comments

Please annotate your proposed saving with the following statement:

‘An Equality Impact Assessment on this proposed saving was undertaken on (date of assessment) and will be reviewed on date (one years from the date it was assessed)’.

**Form A2b – proposed investment**

**Equality Impact Assessment**

**Please Explain**

<b>Stage 1 – Scoping and Defining</b>			
(1) What are the aims and objectives of the proposed investment?			
(2) How does the investment fit with the council's wider objectives?			
(3) What are the expected outcomes of the investment?			
Who is intended to benefit and in what way?			
(4) Does this investment have the potential to directly or indirectly discriminate against any particular group?	RACE	AGE	GENDER
Please identify all groups that are affected	RELIGION/BELIEF	DISABILITY	SEXUAL ORIENTATION
(5) Are there any positive impacts on social inequality issues? This includes impacts on child poverty for example or our most geographically disadvantaged communities			
(6) Are there any obvious barriers to accessing the service provided through the investment?			
(7) How does the investment contribute to promotion of equality and/or reduction of social inequalities?			
(8) Does the investment have the potential to promote good relations between groups?			

<b><u>Stage 2 - Information Gathering</u></b>	
(1) What type and range of evidence or information have you used to help you make a judgement about the proposal?	
(2) What consultation data has been used? What new consultation, if any, do you need to undertake?	
<b><u>Stage 3 – Making a Judgement</u></b>	
(1) From your data and consultations is there any adverse or negative impact identified for any particular group?  Is there any evidence of needs not being met? e.g. language or physical access barriers; lack of appropriate resources or facilities	
(2) If there is an adverse impact, can this be justified?	

(3) What actions are going to be taken to reduce or eliminate negative or adverse impact?																										
(4) Is there any positive impact? Does it promote equality of opportunity between different groups and actively address discrimination?																										
<b><u>Stage 4 – Action Planning, Review &amp; Monitoring</u></b>																										
<p>If No Further Action is required then go to – Review &amp; Monitoring</p> <p>(1) Action Planning – Specify any changes or improvements which can be made to the proposal to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p>	<p>EIA Action Plan</p> <table border="1" data-bbox="779 759 2040 991"> <thead> <tr> <th>Action</th> <th>Lead Officer</th> <th>Date for completion</th> <th>Resource requirements</th> <th>Comments</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Action	Lead Officer	Date for completion	Resource requirements	Comments																				
Action	Lead Officer	Date for completion	Resource requirements	Comments																						
(2) Review and Monitoring State how and when you will monitor policy and EIA Action Plan																										

Please annotate your policy with the following statement:

‘An Equality Impact Assessment on this proposed investment was undertaken on (date of assessment) and will be reviewed on date (one year from the date it was assessed)’.