

Equality Impact Assessment

Directorate	Resources
Service Area	Development
Policy/Service being assessed	Property Rationalisation Project
Is this is a new or existing policy/service?	New
If existing policy/service please state date of last assessment	N/A
EIA Review team – List of members	David Soanes, David Stevenson, Clare Woodhead
Date of this assessment	18 <sup>th</sup> October 2010
Signature of completing officer (to be signed after the EIA has been completed)	David Stevenson
Name and signature of Head of Service (to be signed after the EIA has been completed)	Steve Smith
Signature of DMT Equalities Champion (to be signed after the EIA is completed and signed by the completing officer)	Phil Evans

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 STRATEGIES/POLICIES/FUNCTIONS FOR EQUALITIES RELEVANCE TO ELIMINATE DISCRIMINATION AND PROMOTE EQUALITY



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 Function/Policy /Service/Strategy being assessed:	Gender			Race			Disability			Sexual Orientation			Religion/Belief			Age			Gender Reassignment			Pregnancy/ Maternity			Priority status For EIA		
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Property Rationalisation Project (RE-PR-02 and 03)			✓			✓			✓			✓			✓			✓			✓			✓			✓

Are your proposals likely to impact on social inequalities e.g. child poverty for example or our most geographically disadvantaged communities

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**Form A2**

**Equality Impact Assessment**  
Please Explain

<b><u>Stage 1 – Scoping and Defining</u></b>				
(1) What are the aims and objectives of policy/service?	To make savings of £4.41m from the non-school property revenue budget over the next three years principally by reducing the number of buildings operated by WCC. This EIA refers to those savings projects initiated by Resources Directorate and not those initiated through service driven changes.			
(2) How does the policy/service fit with the council's wider objectives?	This project fits with the WCC objective of developing sustainable places and communities.			
(3) What are the expected outcomes of the policy/service?	To save £4.41m from the non-school property revenue budget by 2014. To reduce the number of buildings operated by WCC. For the remaining properties to be of better quality to those that have been disposed. For WCC Accommodation Standards and Modern & Flexible Working Standards to be implemented where possible. In addition there will be a potential requirement that as the number of assets reduces as a result of the PRP that there will be a requirement to reduce the professional support staff employed to support the asset base.			
Who is intended to benefit from the policy/service and in what way?	Warwickshire citizens by making savings in property rather than services.			
(4) Does this policy/service have the potential to directly or indirectly discriminate against any particular group?	RACE No	SEX No	AGE No	GENDER REASSIGNMENT No
Please identify all groups that are affected	RELIGION/ BELIEF No	PREGNANCY / MATERNITY No	DISABILITY Yes	SEXUAL ORIENTATION No
	Other – please specify			

(5) Are there any obvious barriers to accessing the service?	N/A
(6) How does the policy/service contribute to promotion of equality?	By the implementation of WCC Accommodation Standards to offices where possible.
(7) Does the policy/service have the potential to promote good relations between groups?	Yes, by implementing common accommodation standards where possible it promotes the idea of fair and equal treatment across teams.
<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 policy or service?	
(2) What consultation data has been used? What new consultation, if any, do you need to undertake?	Consultation took place with WCC Disability Staff Network when the Accommodation Standards were formulated.

**Stage 3 – Making a Judgement**

(1) From your data and consultations is there any adverse or negative impact identified for any particular group?

There is the possibility that disabled members of staff could be adversely affected however the Accommodation Standards do allow for flexibility in application in specific instances. Actions will ensure that this does not occur. As a result there is no negative impact.

Is there any evidence of needs not being met? e.g. language or physical access barriers; lack of appropriate resources or facilities

In relation to potential reductions in professional support staff, the reduction will be managed in accordance with corporate processes to guard against any equalities impacts.  
None

(2) If there is an adverse impact, can this be justified?

<p>(3) What actions are going to be taken to reduce or eliminate negative or adverse impact?</p>	<p>If any changes affect members of the public WCC will comply with the Equalities Act 2010. The possibility of changes affecting members of staff will be investigated at the Feasibility Stage of each sub-project, an assessment will be made of the effect on every team member and any reasonable adjustments made. An appeal process is included in the process.</p> <p>In addition to the above, if any proposal is forthcoming that would seem to have the potential for a significant impact in terms of access, a additional dialogue will be held with the DSN.</p>										
<p>(4) Is there any positive impact? Does it promote equality of opportunity between different groups and actively address discrimination?</p>	<p>No.</p>										
<p><b><u>Stage 4 – Action Planning, Review &amp; Monitoring</u></b></p>											
<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 service or policy 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="730 914 1913 1157"> <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>Ensure Feasibility Stage review of implications for disabled staff</td> <td>David Soanes</td> <td>Ongoing</td> <td>Feasibility Team Group Managers</td> <td></td> </tr> </tbody> </table>	Action	Lead Officer	Date for completion	Resource requirements	Comments	Ensure Feasibility Stage review of implications for disabled staff	David Soanes	Ongoing	Feasibility Team Group Managers	
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Ensure Feasibility Stage review of implications for disabled staff	David Soanes	Ongoing	Feasibility Team Group Managers								
<p>(2) Review and Monitoring State how and when you will monitor policy and EIA Action Plan</p>	<p>Due to the time limited nature of this project (completion in 2014) this EIA will be reviewed on an annual basis.</p>										

An Equality Impact Assessment on this policy was undertaken on 18<sup>th</sup> October 2010, refreshed in light of the County Council's Savings proposals in January 2011 and will be reviewed in January 2012.