

# Equality Impact Assessment Toolkit

## (January 2021)

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

**EIA lead Officer:** Jeannette Royle

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**Head of Section:** Siobhan Nagle

**Chief Officer:** Alan Evans

**Directorate:** Regeneration & Place

**Date:** 8 February 2021

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

Proposed reduction in budget at Birkenhead Market

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

**Yes / No**                      **If 'yes' please state which meeting and what date**

Policy & Resources 17<sup>th</sup> February 2021

**Hyperlink to where your EIA is/will be published on the Council's website**

<https://democracy.wirral.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13797>

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

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

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 4:**

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

<b>Which group(s) of people could be affected</b>	<b>Potential positive or negative impact</b>	<b>Action required to mitigate any potential negative impact</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>
All users of Birkenhead Market; which could include all protected groups	Unlikely that there will be a significant service impact that will be felt by service users; changes could include revised office opening hours and more targeted Facilities Management arrangements.	Savings proposals will need to ensure market meets acceptable opening times and safety/security of the premises.	Market Manager	12-24 months	Proposals will need to meet reduction in proposed savings
All users of Birkenhead Market; which could include all protected groups	Any budget reduction will not affect access to public toilets or funding to ensure that the quality of the facilities is not reduced.	Staffing/resources to be maintained in ensuring public toilets.	Market Manager	12-24 months	Proposals will need to meet reduction in proposed savings

All protected groups	We recognise that some stall holders and businesses affected may need information in different languages or formats	We will make information available in different languages and formats upon request and in a reasonable timeframe	Market Manager	Upon Request	
Workforce	<p><b>Negative</b></p> <ul style="list-style-type: none"> <li>• There could be an impact on 3 posts however, this is still being assessed.</li> <li>• No posts are currently vacant</li> <li>• EVR applications are currently being considered, in addition to realignment of duties of current post holders</li> </ul>	The Council's Redundancy and Redeployment Policy which sets out the Council's Policy and Procedures for organisational change, including redundancy and ring fence situations. The Council has a legal obligation to consult with affected employees, explore alternatives and seek to avoid/mitigate against compulsory redundancies.	Head of Service	Approx 6 months	TBC
	<p><b>Neutral</b></p> <p>At this stage of the proposal, it is not possible to identify the potential implications this may have on employees. Once considerations have been further progressed, we will undertake an audit of employees directly affected and take account of any impact associated to protected characteristics.</p>	Any adverse impact on employees protected characteristics is unintentional and employees will be supported through the consultation process.	Head of Service	Approx 6 months	TBC

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

A full review of anticipated savings will be undertaken prior to any reduction in staffing or FM services. Any changes will be monitored on a daily basis by the Market Manager and reported to the weekly Asset management meeting.

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

The budget proposals do not include any physical changes to the market environment. No impact to users of the market is anticipated.

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

None

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

**Yes** - once proposals have been finalised i.e. staffing, FM these will be shared with stall holders to ensure that any impacts are identified

**If 'yes' please continue to section 7.**

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

(please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 7: How will consultation take place and by when?**

A written note will be sent to all stall holders with responses sent to the Market Manager; it is thought that this will occur within the next 4 months, once budget reductions have been accepted.

Before you complete your consultation, please email your preliminary EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing.

**Section 8: Have you remembered to:**

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer for re-publishing?**