



# Equality Impact Assessment Toolkit (January 2021)

## **Section 1: Your details**

**EIA lead Officer:** Mike Callon

**Email address:** [michaelcallon@wirral.gov.uk](mailto:michaelcallon@wirral.gov.uk)

**Head of Section:** Mike Callon

**Chief Officer:** Nicki Butterworth

**Directorate:** Neighbourhoods

**Date:** 27/01/23

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

**Budget option to reduce Corporate Office budget by £70,000**

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

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

Part of supporting documentation for Policy & Resources Budget Meeting 15/02/22

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

<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.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications
Chief Officer Team	Negative – A reduction in staffing numbers could impact available capacity within the service to provide Executive Support to the Chief Officer Team (Directors and Assistant Directors).	A review of existing duties and the overall service offer will be undertaken if the reduction in staffing impacts adversely on workloads.	Mike Callon	By 30 Sep 2023	N/A
PA Hub Staff	Risk of compulsory redundancy where there are no vacant posts that can be removed or EVR requests that can be accommodated.	All opportunities will be used to find the savings target from either existing vacancies or new EVR requests.	Mike Callon	By 31 March 2023.	N/A

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

Corporate Office DMT and SLT meetings.

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

N/A

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

None required.

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

Yes – The proposal is subject to the 2022/23 Budget Consultation.

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?**

The 2022/23 Budget Consultation will report back to Policy & Resources Committee on 15/02/22. Any restructure with direct impact on staff will require statutory staff consultation.

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?**