

# Equality Impact Assessment Toolkit (January 2021)

## **Section 1: Your details**

**EIA lead Officer:** Jake Williams

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**Head of Section:** Nicki Butterworth

**Chief Officer:** Paul Satoor

**Directorate:** Neighbourhoods

**Date:** 01.09.2022

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

Fleet & Equipment Workshop Remodelling - This savings option will deliver £30,000 worth of efficiencies in line with the Councils new Target Operating Model and to prepare the organisation for the introduction of replacement, alternatively fuelled vehicles and equipment. This saving proposal is based on efficiencies which are based on redesigning the existing work force to meet the 'new' ways of working (e.g. EV, alternatively powered vehicles, vehicle use reduction). Some aspects of the proposal may have equalities impacts, however they are unknown at this time. This document will be reviewed and updated once the proposal is fully developed and these impacts are known.

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

**Yes**

**If 'yes' please state which meeting and what date**

Policy and Resources Committee 15<sup>th</sup> February 2023

**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/equality-impact-assessments-budget-proposals-2023-24>

**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
All (workforce)	Negative impact should the new vehicles be challenging for employees to become acquainted with operating.	Training tailored to the needs of individuals will be provided, including to individuals from protected groups, to ensure they are able to utilise the equipment safely and effectively.	Mark Camborne	01/04/23 – 31/03/24	There are no resource implications as this is standard practice throughout the training process.
All (services)	Negative impact should there be a reduction in service quality should the new vehicles be less effective, resulting in negative impacts on any protected groups (e.g. slower vehicles meaning that not all grass verges can be cut in time, resulting in negative impacts on people with disabilities).	The proposal aims to deliver improved efficiencies with the new vehicle fleet. Hence, should there be a reduction in service quality, a re-evaluation of the intervention and alternatives that ensure service quality is	Mark Camborne	01/04/23 – 31/03/24	Officer resources would be required should alternatives need to be pursued to

		maintained will be pursued.			ensure a maintenance of the service quality.
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**Section 4a: Where and how will the above actions be monitored?**

The lead person will delegate responsibility to monitor the implementation of the above actions to senior managers of teams utilising, or impacted by, the new vehicles. Managers will oversee the delivery of training, and review with operators any concerns they have with operating the vehicles through the Council's routine Check-In. Managers will review this with vehicle operators 3 months, 6 months and 12 months after implementation. Should any issues be identified, the managers will liaise with the vehicle operator to identify solutions. Additionally, the lead person will be responsible for liaising managers to ensure that service KPIs are being met, including those for services which protected groups benefit from, and if not that strategies are put into place to address this. This will occur on a quarterly basis.

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

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

This is an initial assessment and will develop alongside the proposal. However, financial data has been utilised to build the business case.

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

**Yes** (please delete as appropriate)

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?**

This saving proposal has undergone public consultation from 09/12/22 to 15/01/22 as part of the wider 2023/24 Budget consultation. This was conducted through the *Have Your Say* platform for the period. Easy read and paper copies were also available to ensure that involvement in the consultation is as inclusive as possible and information was available in different languages and formats on request and within a reasonable timeframe.

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?**