

# Equality Impact Assessment Toolkit (January 2021)

## **Section 1: Your details**

**EIA lead Officer:** Nicola Jones

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**Head of Section:** Elspeth Anwar

**Chief Officer:** Dave Bradburn

**Directorate:** Public Health

**Date:** 21<sup>st</sup> April 2023

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

Contract award: Wirral Council for Community, Voluntary and Faith Sector co-ordinating body

This is part of a contract awarded to an external partner and we expect the service to be as accessible as possible.

## **Section 2a: Will this EIA be submitted to a Committee meeting? No**

**Yes / No**

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

.....

**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)

- X **Services**  
**The workforce**
- X **Communities**
- X **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>
<b>Age</b>	The service is commissioned to work with a range of community, voluntary and faith sector organisations who themselves will work with a range of age groups covering those under 18 and over.	Although primary this service will work with adults, the complexity in nature of the community, voluntary and faith sector means they may come into contact with those under the age of 18. As well as working with individuals the service supports the development of wider community capacity in an area which benefits the wider community. At a strategic level the commissioners will ensure that the programme is linked into any developments covering the life course.	Provider Lead/Public Health Senior Manager	Ongoing	Within contract

<b>Disability</b>	The Service uniquely provides a bespoke offer on an individual basis and the support is designed around the needs of the individual and the organisation or community they represent. This varies by organisation and will include supporting organisations dedicated to providing services for those with both mental and physical disabilities.	The programme is tailored to cater for individuals, organisations and communities needs on a case by case basis. The programme is commissioned to be a flexible service to support identified needs across the whole population. The provider will have to comply will all relevant legislation according to the Equality Act 2010.	Provider Lead/Public Health Senior Manager	Ongoing	Within contract
<b>Gender, Race, sexual orientation</b>	This service is commissioned to work with individuals regardless of gender, race and sexual orientation. The needs of people and communities the service supports will vary across the service. The service will wor with organisations and community groups dedicated to supporting individuals who are affected by issues relating to gender, race and sexual orientation.	The programme is tailored to cater for individuals, organisations and communities needs on a case by case basis. The programme is commissioned to be a flexible service to support identified needs across the whole population. All information and materials will be made available in different languages and formats upon request and within a reasonable timeframe. The provider will have to comply will all relevant legislation according to the Equality Act 2010.	Provider Lead/Public Health Senior Manager	Ongoing	Within contract
<b>Areas of</b>	The service covers the whole of the borough	Organisational postcode's	Provider	Ongoing	Within

<b>deprivation</b>	however the service will support communities from the most deprived areas of Wirral. There is the potential for variation or limited uptake of this service in areas of higher deprivation where need is greater.	are recorded to ensure that the service supports communities and organisations in in areas with the highest levels of deprivation. All information and materials will be made available in different languages and formats upon request and within a reasonable timeframe This will be monitored on a monthly basis.	Lead/Public Health Senior Manager		contract
<b>ALL</b>	Equality implications and considerations will monitored as part of this contract and the provider will be expected to demonstrate a commitment to equalities	Contract monitoring and performance meetings will include specific question in regards to meeting the standards of the Equality Act 2010.	Public Health Senior Manager	ongoing	Within Contract

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

Through quarterly contract monitoring meetings with commissioners, intelligence team and providers. Contract monitoring and performance meetings will include specific question in regard to meeting the standards of the Equality Act 2010. Themed meetings around specific issues including complaints and service user feedback.

**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?**

Current contract monitoring data evidencing uptake/reach of the service  
Service user feedback  
Consultation with key stakeholders and key ethnic minority leaders through the thematic group.  
Insight research carried out by qualitative insight team  
<https://www.wirralintelligenceservice.org/state-of-the-borough/cost-of-living-crisis-2022-23/>

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

Yes

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?**

Consultation is ongoing as part of the service delivery. Case studies will be collected on a quarterly basis and reported to commissioners. Complaints are a standard agenda item on all contract monitoring meetings.

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?**