



# Equality Impact Assessment Toolkit (January 2021)

## **Section 1: Your details**

**EIA lead Officer:** Sally Gibbs

**Email address:** sallygibbs@wirral.gov.uk

**Head of Section:** Alison Simpson

**Chief Officer:** Simone White

**Directorate:** Children's Services

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

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

Admission arrangements for community and voluntary controlled Primary and secondary schools and coordinated schemes for 2025-26

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

**Yes / No**

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

Children Young People and Education Committee 24<sup>th</sup> January 2024 –  
postponed to 1<sup>st</sup> February 2024

**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.

<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	Policy and co-ordinated scheme and designed to ensure equal opportunity				

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

Policy is consulted on annually between October and January. Referral is to the Schools Adjudicator.

**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?**

Policy complies with statutory requirements set out by Department for Education.

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

Yes

If 'yes' please continue to section 7.

(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 on the co-ordinated scheme has taken place with all Wirral schools, other relevant admission authorities and all statutory consultees as set out by Department for Education guidance. The draft co-ordinated schemes are published on the Council's website. The consultation period took place for 6 weeks between 21<sup>st</sup> November 2023 and 3<sup>rd</sup> January 2024, which complies with requirements set out in the School Admissions Code.

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?**