

# Equality Impact Assessment

## Context

1. under s.149 of the Equality Act 2010, when making decisions, Essex County Council must have regard to the Public Sector Equality Duty, ie have due regard to:
  - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
  - advancing equality of opportunity between people who share a protected characteristic and those who do not,
  - fostering good *relations* between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
  - age
  - disability
  - gender reassignment
  - marriage/civil partnership
  - pregnancy/maternity
  - race
  - religion/belief
  - gender and sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. The EqIA will be published at:  
<http://cmis.essexcc.gov.uk/essexcmis5/Home.aspx>
8. All **Cabinet Member Actions, Chief Officer Actions, Key Decisions** and **Cabinet Reports must be** accompanied by an EqIA.
9. For further information, refer to the EqIA guidance for staff.
10. For advice, contact:  
Shammi Jalota [shammi.jalota@essex.gov.uk](mailto:shammi.jalota@essex.gov.uk)  
Head of Equality and Diversity  
Corporate Law & Assurance  
Tel 0330 134592 or 07740 901114



## Section 1: Identifying details

Your function, service area and team: Corporate Services , Essex Property & Facilities

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:

Title of policy or decision: Cabinet Report for Extension to Property Transformation Phase 2

Officer completing the EqlA: Edmund Wellington Tel: 443330133338 / 39739 Email: [edmund.wellington@essex.gov.uk](mailto:edmund.wellington@essex.gov.uk)

Date of completing the assessment: 27/04/2016

## Section 2: Policy to be analysed

- |     |   |
|-----|---|
| 2.1 | Is this a new policy (or decision) or a change to an existing policy, practice or project? Extension to Property Transformation Phase 2   |
| 2.2 | <p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p>The objective of the PT2 programme is to design and deliver an affordable core estate that drives change and the delivery of services within a framework of efficient flexible work-styles and high productivity work-practices. See Extension to Property Transformation Phase 2 Cabinet Report Section 3. for more details</p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?</p> <p>We aim to deliver a range of benefits through changing and reducing the Council's estate. See Extension to Property Transformation Phase 2 Cabinet Report Section 3. for more details</p> |
| 2.3 | <p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"><li>• service users</li><li>• employees</li><li>• the wider community or groups of people, particularly where there are areas of known inequalities?</li></ul> <p>Employees<br/>Service users</p> <p>Will the policy or decision influence how organisations operate?<br/>Yes - it will extend existing policies to teams operating in previous workstyles</p>   |



2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>Yes- it will reduce expenditure on property and facilities</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>See Extension to Property Transformation Phase 2 Cabinet Report Section 4. for Policy Context.</p>



## Section 3: Evidence/data about the user population and consultation<sup>1</sup>

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p>To mitigate adverse impacts protected under the Equalities Act 2010, individual equality impact assessments will be undertaken for each project within the PT2 Extension Programme. This has been the approach undertaken throughout the PT2 programme since its inception in 2013.</p> <p>In addition, the extension to PT2 also includes property disposals that result in key frontline services being relocated, (i.e. Services currently provided by Family Operations to their clients from Stanwell House in Colchester and Causeway House in Braintree.) At this stage it has not been confirmed exactly where these services will be relocated to and therefore it is considered premature to carry out an EqlA. However, no moves of customer-facing operational properties will exceed 5 miles, and where there are moves these are intended to result in a net benefit to customers, (e.g. a location which provides a 'one stop shop').</p> <p>It should be noted for employees and some members of the public, even a small move geographically could have significant impact (e.g. increase or decrease in travel time to work and essential services). Therefore, as details emerge of specific moves it will be necessary to take the PSED into account in relation to each decision; and carry out an EqlA in relation to the decision where it is likely to have a disproportionate impact on members of the community who have a protected characteristic.</p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>Yes – details to be provided through individual EqlA's</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation</p>

<sup>1</sup> Data sources within EEC. Refer to Essex Insight:  
<http://www.essexinsight.org.uk/mainmenu.aspx?cookieCheck=true>  
with links to JSNA and 2011 Census.



	or provide reasons for why you feel this is not necessary:
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## Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Age	Neutral – impacts to be assessed through individual EqIA's	N/A
Disability	Neutral – impacts to be assessed through individual EqIA's	N/A
Gender	Neutral – impacts to be assessed through individual EqIA's	N/A
Gender reassignment	Neutral – impacts to be assessed through individual EqIA's	N/A
Marriage/civil partnership	Neutral – impacts to be assessed through individual EqIA's	N/A
Pregnancy/maternity	Neutral – impacts to be assessed through individual EqIA's	N/A
Race	Neutral – impacts to be assessed through individual EqIA's	N/A
Religion/belief	Neutral – impacts to be assessed through individual EqIA's	N/A
Sexual orientation	Neutral – impacts to be assessed through individual EqIA's	N/A

### Cross-cutting themes

<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Socio-economic	Neutral	N/A
Environmental, eg housing, transport links/rural isolation	Neutral	N/A



## Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No <input checked="" type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' <b>YES</b> ', use the action plan at <b>Section 6</b> to describe the adverse impacts and what mitigating actions you could put in place.



## Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.





**Section 7: Sign off**

**I confirm that this initial analysis has been completed appropriately.  
(A typed signature is sufficient.)**

Signature of Head of Service:

Date:

Signature of person completing the EqlA: Edmund Wellington

Date: 27/04/2016

**Advice**

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

