

ES/041/11

Policy and Scrutiny Scoping Document

Committee	Executive Scrutiny Committee	
Topic	Equality Impact Assessments	Ref: ES-SCR-004
Objective	For the Committee to understand the process and requirements for undertaking Equality Impact Assessments.	
Reasons for undertaking review	Since 2009 the Committee has been undertaking a review into the Council's Transformation Programme. The requirement to undertake Equality Impact Assessments has been raised during a number of evidence sessions, and the Committee has expressed a desire to undertake a review into this topic.	
Method <ul style="list-style-type: none"> • Initial briefing to define scope • Task & Finish Group • Commission • Full Committee 	Full Committee	
Membership <i>Only complete if Task and Finish Group or Commission</i>	N/A	
Issues to be addressed	<ol style="list-style-type: none"> 1. To understand the process for undertaking Equality Impact Assessments 2. To understand when an Equality Impact Assessment is required 3. The current staff training and awareness arrangements for undertaking Equality Impact Assessments 4. Is the requirement to undertake the Equality Impact Assessment process embedded across the organisation 5. The consequences for the Council if Equality Impact Assessments are not undertaken in a timely fashion 6. Is there a requirement to make Equality Impact Assessments available to the public? 7. What were the outcomes of the Equality Framework Review? Are 	

	<p>there any action plans in place to address any issues that may have been raised?</p> <p>8. What has changed as a result of completing Equality Impact Assessments?</p> <p>9. How does the Council ensure Equality and Diversity issues are monitored effectively e.g. steering groups?</p>
Sources of Evidence and witnesses	<p>Yvonne Howard, Head of Equality and Diversity</p> <p>Portfolio holder for Equality and Diversity</p>
Work Programme	<p>Scoping document presented for consideration at 23 June 2011 meeting</p> <p>Initial evidence session to be arranged for 18 October 2011 meeting</p>
Indicators of Success	
<p>Meeting the CfPS Objectives</p> <ul style="list-style-type: none"> • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	<p>The Committee will be fulfilling its role as a Champion in the Council's Scrutiny Process.</p> <p>Action taken by the Committee to monitor performance in this area will reflect upon both current delivery and future improvements.</p> <p>The Committee will carry out its role as a critical friend to the Executive.</p>
<p>Diversity and Equality</p> <p><i>Diversity and Equality issues are to be considered and addressed.</i></p>	
Date agreed by Committee	23 June 2011
Governance Officer	Hannah Cleary