



Cambridge City Council Equality Impact Assessment

Version: 20170615

Completing an Equality Impact Assessment (EqIA) will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from Suzanne Goff, Strategy Officer on 01223 457174 or email suzanne.goff@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

The public sector has had, and continues to have, a very challenging time as the government implements austerity plans to reduce the national debt. Local government has seen its central government grant cut by around 40%, which has meant that many Councils have had to stop providing most, if not all, of their discretionary services such as community development, sports and arts services and voluntary sector support. Whilst there are signs that the national economic climate may be improving, there are clearly still many difficult years ahead for local government with further budget reductions from central government and increasing demands for statutory services.

Cambridge City Council (CCC) has worked hard to try and reduce the costs of its services through efficiencies, sharing resources with partner authorities and outsourcing some services to private or not for profit organisations where this has proved cheaper and where quality can be maintained.

As part of this, CCC is reviewing the following internal service – Planning Service. This is an EqlA for the proposal to have New Planning Service for Greater Cambridge between CCC and South Cambridgeshire District Council (SCDC) being considered at Council's Strategy and Resources Scrutiny Committee on 3 July 2017.

- The rationale for the establishment of a new planning service between CCC and SCDC is that it will enable each local authority to undertake its statutory duty in implementing and enforcing the planning regulations in their area, whilst providing a more sustainable and resilient business model for future service delivery and cost effectiveness.

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

- Create a new planning service, systems, infrastructure and ways of working.
- Reduce overall costs to the Council and get better value for money.
- Provide a service that is user friendly but enables the development of innovative solutions to deliver services more efficiently.
- Assist in improving staff retention and recruitment.

- Provide increased resilience and capacity to enable the consistent and reliable service delivery required by the public.

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

X Residents – as users of Planning services.

Visitors

X Staff

A specific client group or groups (please state):

Councillors

Development industry

Residents

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

New

Revised

Existing

5. Responsible directorate and service

Directorate: Planning and Economic Development

Service: Planning

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

No

Yes (please give details):

SCDC will be partners in delivering the new services. Other services involved will be Human Resources, Finance and Information and Communications Technology (ICT) and there are links to other bodies outside the Councils, for example Cambridgeshire County Council and the Combined Authority and Mayor for Cambridgeshire and Peterborough.

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could positively or negatively affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps

you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).

- The relevant premises involved.
- Your communications.
National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

- a. Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

In the case of each service, the effects are primarily on staff rather than the community.

In terms of the staff group affected, neither a negative nor a positive impact is currently anticipated.

- The aim of the new service is to allow staff to work in a more flexible and agile way. With new ICT system in place staff will have access the system at various locations including home, onsite and other council office locations.
- Following the staff survey in May 2017 the ICT issues raised will be addressed in this project.
- There may be a need for staff to work across multi sites of the Greater Cambridge region, but this will be mitigated by increased agile working.

In terms of the public:

- The customer needs and demands are a key focus of this project and new processes and systems will be introduced to make the customer experience more seamless.

- b. Disability (including people with a physical impairment, sensory impairment, learning, disability, mental health problem or other condition which has an impact on their daily life)

In the case of this service, the effects are primarily on staff rather than the community.

In terms of the staff group affected, neither a negative nor a positive impact is anticipated, although development of a shared service may facilitate the ability for staff

to work from a wider range of workplaces which may have some positive impacts for disabled people.

In terms of the public:

- There is unlikely to be any positive or negative effect.

c. Gender

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or of the community who share this characteristic.

d. Pregnancy and maternity

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or of the community who share this characteristic. Existing maternity terms and conditions will be adhered to throughout the lifecycle of this project.

e. Transgender (including gender re-assignment)

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or of the community who share this characteristic.

f. Marriage and Civil Partnership

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or the community who share this characteristic.

g. Race or Ethnicity

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff and the community who share this characteristic.

h. Religion or Belief

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or of the community who share this characteristic.

i. Sexual Orientation

In the case of this service, the effects are primarily on staff rather than the community.

There is no effect, either negative or positive, expected as a result of these changes on members of staff or of the community who share this characteristic.

j. Other factors that may lead to inequality – **in particular** – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):

In the case of this service, the effects are primarily on staff rather than the community.

However, the overall aim of creating shared services is to preserve or enhance the existing service and increase its resilience for the future while reducing unnecessary costs.

This focus on an improved service, with reduced costs, will enable the Council to ensure that its resources are preserved and diverted to those who need it most in line with its anti-poverty strategy.

8. If you have any additional comments please add them here

A business case is going to Strategy and Resources Scrutiny Committee on 3 July 2017 for approval. If approved, consultation will take place with each stage of the implementation process in accordance with each partner authority's policies. The EqIA will be reviewed at all key stages including when the implementation papers are ready and after consultations have taken place.

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to Suzanne Goff, Strategy Officer, who will arrange for it to be published on the City Council's website.

Email suzanne.goff@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer:

Brian O'Sullivan – Shared Services Programme Manager

Names and job titles of other assessment team members and people consulted:

Stephen Kelly – Director of Planning and Economic Development

Suzanne Goff – Strategy Officer

Date of completion: 15 June 2017

Date of next review of the assessment: July 2017

Action Plan

Equality Impact Assessment title: Formation of New Planning Service

Date of completion: 15 June 2017

Equality Group	Age
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Disability
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Gender
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Pregnancy and Maternity
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Transgender
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Marriage and Civil Partnership
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Race or Ethnicity
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Religion or Belief
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Sexual Orientation
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Other factors that may lead to inequality	
Details of possible disadvantage or negative impact	Nil
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	