



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Risk Management Strategy
Lead Officer	John Garnham
Team	Tara Crabtree
Start date of assessment	22 February 2011
Completion of assessment	

Please use this form to record your findings in relation to the assessment of an existing policy, function, service or practice.

A. POLICY, PRACTICE, FUNCTION OR PROJECT TO BE ASSESSED

A1. Please describe what are the main aims, objectives, purpose and intended outcomes of the policy or function?

The main aim of the risk management strategy is to minimise risks involved in providing or enabling service delivery and the achievement of the Council's strategic aims. The following text is an extract from the strategy:

The Council has an obligation to minimise risks involved in providing or enabling service delivery. This strategy is a key part of strategic planning and an integral part of service planning and performance management. It sets out the arrangements for the identification, assessment, management and review of risks that may adversely affect the Council's services or the achievement of its aims and objectives.

The Council's concern is to manage risk effectively, eliminating or controlling risk to an acceptable level. This is done by identification, assessment and management of potential risks, rather than reaction and remedy to past events.

The objectives of the strategy are to:

- (a) Integrate risk management into the culture of the Council, including a process to identify and report upon existing and emerging risks to the Council.
- (b) Anticipate and respond to changing social, environmental, legislative, etc requirements.
- (c) Manage risks in accordance with best practice, so that they are eliminated or controlled to an acceptable level.
- (d) Raise awareness of the need for risk management by managers responsible for the Council's delivery of services.
- (e) Improve the delivery of Council services and enhance the Council's reputation and public image.

It will not always be feasible completely to eliminate risk. Indeed, calculated risk-taking may be required in certain circumstances to achieve innovative or creative solutions that will help to improve services to customers. However, reckless or unplanned risk-taking would never be acceptable.

A2. Is this policy or function associated with any other Council policy or priority?

As stated in A1 above, a main aim of the strategy is to minimise risks to the achievement of the Council's strategic aims. The strategy sits alongside the Council's emergency planning arrangements and business continuity plans.

A3. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?

All existing and future residents of South Cambridgeshire; all Council Members, management and staff. The strategy also seeks to guide partnerships in which the Council is involved.

A4. Is the policy/function corporate and far-reaching?

Yes, it covers all the Council's strategic aims and services.

A5. Are you expecting to make any significant change to the policy or service in the near future? If so, please give details.

The strategy is subject to annual review and is due to be considered by Corporate Governance Committee in March 2011.

A6. Is this a new or existing policy or function?

This is an existing strategy (in place since January 2004, although it has been updated several times since then). As stated in A5 above, the strategy is currently being updated for Corporate Governance Committee's review.

B. EVIDENCE/ DATA and CONSULTATION

It is important to consider all information that is available in determining whether the policy or function could have a differential impact. Please attach examples of monitoring information, research or consultation reports.

B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the policy or function?

The risk management strategy applies to all Council Members, management and staff, to all Council aims and services and to the whole community of South Cambridgeshire - there are no target groups which would be disadvantaged by the strategy.

B2. Have you compared the data you have with the equality profile of the local population? What does it show?

All residents of South Cambridgeshire should benefit from the strategy.
Equalities is included as a risk area on the strategic risk register and is thus subject to quarterly review.

B3. Have you identified any improvements or other changes that could be made from monitoring the data?

No changes identified at this time, but may appear when the strategic risk register is reviewed quarterly.

B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?

The Northstowe Portfolio Holder, as executive Member with responsibility for risk management, is consulted during the annual review of the strategy. The strategy is reviewed and approved by Corporate Governance Committee.

B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?

Executive Management Team, involving officers from across the authority, considers the strategy before it is reviewed and approved by Corporate Governance Committee.

B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.

C1. IMPACT OF THE POLICY OR FUNCTION

Assess the potential impact on each of the following protected characteristics. The impact could be negative, positive or neutral. If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high. Refer to the evidence you use.

DESCRIPTION OF IMPACT	Nature of Impact (Positive, Neutral, Adverse)	Extent of Impact (Low, Medium, High)
AGE: Identify the potential impact of the policy or function on different age groups.		
The strategy will benefit people of all age groups, but is not specific to age.	Neutral	
DISABILITY: Identify the potential impact of the policy or function on disabled people.		
Generally, the strategy will benefit disabled people, but is not specific to disability. For people with particular visual impairment, arrangements can be made to produce documents in large font size, or with colour contrasts avoided.	Neutral	
GENDER REASSIGNMENT: Identify the potential impact of the policy or function on people that have changed gender identity.		
The strategy will benefit people who have changed gender identity, but is not specific to gender reassignment.	Neutral	
MARRIAGE AND CIVIL PARTNERSHIPS: Identify the potential impact of the policy or function on people who are married or in a civil partnership.		
The strategy will benefit people who are married or in a civil partnership, but is not specific to marriage or civil partnerships.	Neutral	

PREGNANCY AND MATERNITY: Identify the potential impact of the policy or function on pregnant or maternal mothers and those women who wish to breastfeed.		
The strategy will benefit pregnant or maternal mothers, but is not specific to pregnancy and maternity.	Neutral	
RACE: Identify the potential impact of the policy or function on different ethnic groups, including national origins, colour and nationality.		
The strategy will benefit people of all ethnic groups, but is not specific to race.	Neutral	
RELIGION/BELIEF: Identify the potential impact the policy or function on different religious/faith groups.		
The strategy will benefit people of all religious/faith groups, but is not specific to religion/belief.	Neutral	
SEX: Identify the potential impact of the policy or function on men and women.		
The strategy will benefit people of all genders, but is not specific to gender.	Neutral	
SEXUAL ORIENTATION: Identify the potential impact of the policy or function on lesbian, gay men, bisexual or heterosexual people.		
The strategy will benefit people of all sexual orientation, but is not specific to sexual orientation.	Neutral	
OTHER CHARACTERISTIC SPECIFIC TO SOUTH CAMBRIDGESHIRE – RURALITY: Identify the potential impact of the policy or function on people who are rurally isolated.		
The strategy will benefit people who are rurally isolated, but is not specific to rurality.	Neutral	

PLEASE NOTE: Following completion of the section above, if the nature of the impact is adverse then you may need to proceed to a full equality impact assessment.

C2. Could you minimise or remove any adverse or potential impact that is high, medium or low significance, in advance of a full impact assessment? Explain how.

not applicable.

C3. Does the policy or function actively promote equal opportunities and good community relations? Or could changes be made so that it does so?

As stated in A1 above, the main aim of the risk management strategy is to minimise risks involved in providing or enabling service delivery and the achievement of the Council's strategic aims, for the benefit of all existing and future residents of South Cambridgeshire. The strategy ensures that everyone will benefit equally.

C4. Please provide any further information, qualitative or quantitative that does not fit into the questions but you feel has a likely impact on this assessment.

As stated in B2 above, Equalities is included as a risk area on the strategic risk register and is thus subject to quarterly review.

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	<input checked="" type="checkbox"/>	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?	<input type="checkbox"/>	
D2. Is the outcome of the partial assessment that the policy or function would have an adverse impact (medium or high impact) on one or more target group?	Yes?	<input type="checkbox"/>	If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment?
	No?	<input checked="" type="checkbox"/>	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	<input checked="" type="checkbox"/>	<p>If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? No.</p> <p>Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? The strategy is subject to annual review; as stated in A5 above, it is due to be considered by Corporate Governance Committee in March 2011.</p>
	No?	<input type="checkbox"/>	<p>Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments? Not as yet.</p>
D4. Do you have any other conclusions/outcomes from the partial assessment?			

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress

RESOURCES

Does the above action plan require any additional resources?

ARRANGEMENTS FOR MONITORING

Please give your plans for monitoring the achievement of the above actions.

SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance

Signature of Lead Officer

Date:

Signature of Corporate Manager or Chief Officer:

Date:

Please retain the original form on your service area and return a copy of the completed form to the Equality & Diversity Officer.