

Children's Services teams move out of Ryde Town Hall, Equality Impact Assessment Form



Revised June 2009

(Equality target groups are those which cover the 6 equality strands: race, disability, gender, age, sexual orientation and religious belief)

Part 1 Aims & implementation of the project.

This section is the title of what is being assessed, responsible officers, purpose, where it fits within the council's wider aims and how it supports the legislation to eliminate unlawful discrimination and the promotion of equal opportunities. *(please refer to the guidance for additional information)*

1.1 What is being assessed

The project to rationalize office and work space provision for workers and service users in Directorate for Children and Young People, specifically for the Adoption and Fostering Service team and the Looked After Children team, will lead to the closure and disposal of Ryde Town Hall. Additionally, the impact of closing the town hall to local residents who have become accustomed to dropping in will be considered.

1.2 Officer(s) and section or service responsible for completing the assessment

All services within the directorate, principally Targeted Intervention Services. Responsible officers will be senior managers in the service areas and transformation manager for directorate. This responsibility is shared with the Diversity and OD manager, the Access officer, health and safety officers, team managers and team members. Managers with responsibilities for providing points of public access to council services will be asked to contribute.

1.3 What is the main purpose or aims of the project

To reduce the number of buildings in use, support flexible working and provide improved quality of work spaces and office accommodation.

1.4 Who is affected by the project? Who is it intended to benefit and how?

Service users will be able to access more services in fewer buildings. Workers will be located with colleagues in similar service areas, improving quality of communication and reducing travelling time.

In this specific case the group most affected will be the members of the 2 teams., however some local residents may be affected by the loss of the town hall as a point of public access to wider council services.

1.5 Has the project been promoted or explained to those it might affect directly or indirectly?

To workers yes. Members of the public received initial briefing when adult social care services vacated the building in 2009.

1.6 How does the project contribute to better community cohesion?

Via improved public access and more efficient service provision.

1.7 How does the project fit in with the council's wider aims?

This supports the council's duty to support and safeguard children.

It is a stage in the Transformation Programme, which is the council's path to modernization, it supports the Thriving Island theme.

1.8 What is the relevance of the aims of the project to the equality target group and the council's duty to eliminate unlawful discrimination and promote equality of opportunity?

To provide office accommodation which is compliant with policy and legislation and informed by best practice.

To ensure that temporary accommodation is of the required standards and meets the needs of workers so placed.

1.9 How is, or how will the project be put into practice and who is responsible for it?

As a project within Transformation, responsibility is shared between the service area, relevant corporate services and the Transformation team.

Part 2 Consideration of data and research

To conduct the assessment, you will need information about service users and staff that provide the service. This section is to help you identify the sort of information that will be needed to help you assess whether there may be barriers to different equality groups who access your project. *(please refer to the guidance for additional information)*

2.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken

Survey of New Ways of Working. Consultation with teams and front of house team, communication with public.

2.2 Equalities profile of users and beneficiaries

The small numbers of workers involved makes statistical work irrelevant, however the specific registered needs of workers affected have been recorded.

Service users will still be able to access an island wide service by telephone, email or letter, however those who live in the Ryde area who were able to drop in on the team will no longer be able to do so. This returns them to an equal footing with service users in other parts of the island. Ryde area residents will be able to access council services through the Ryde Help Centre, based at the library.

2.3 Evidence of complaints against the project on the grounds of discrimination

none

2.4 What does the consultation, research and/or data indicate about the negative impact on the project

A footfall and 'phone calls received survey has identified the profile of visitors. Most are related to children's issues.

Some workers will be disadvantaged where this increases traveling time from home.

Service users will be informed of proposed changes when dates for the moves are firm. Team and service managers will implement communication with service users to inform them of changes and pass on details of new working arrangements.

Local residents will be directed towards other ways of accessing council services, through the internet, post, telephone and Ryde Help Centre.

2.5 What does the consultation, research and/or data indicate about the positive impact on the project

This is an interim move. The benefits for the whole project will be realized at and after its completion.

Part 3 Assessment of impact

Now that you have looked at the purpose etc of the project (part 1) and looked at the research (part 2), this section asks you to assess the impact, positive and negative, of the project on each of the 6 strands of diversity covered in the Authority's single equality scheme.

3.1 Complete this section with the following information – relating to all of the identified groups: *(please refer to the guidance for additional information)*

	Reason, evidence, comment					
	Race	Disability	Gender	Sexual Orientation	Age	Religious Belief
Barriers, negative impact					<p>The teams provide services to children in care, children will be disproportionately affected. This is a consequence of the service being delivered, not of the project.</p> <p>Some adult residents may feel disadvantaged by the loss of the town hall, however the Ryde help centre will be able to pick up the relatively small number of visits by adult visitors.</p>	
Neutral impact						
Positive impact		<p>One of the proposed buildings offers a safe and good quality provision for a person using a wheelchair which is an improvement over current provision.</p>				

Part 4 Measures to mitigate disproportionate or adverse impact or improve on neutral or positive impacts: *(please refer to the guidance for additional information)*

4.1 If there is any negative impact on any target equality group identified in part 3, is the impact intended or legal?

It is unintended, it is legal.

4.2 Specify measures that can be taken to remove or minimize the disproportionate or adverse effect identified in part 3. if none were identified, identify how disproportionate or adverse effect could be avoided in the future

Managers and workers in the teams will work to communicate clearly with service users, to explain the management actions taken to reduce any negative impacts and to develop individual responses to specific issues.

4.3 If there is no evidence that the project promotes equality, equal opportunities or improves relations within equality target groups, what amendments can be made to achieve this?

there is evidence, ref 3.1 positive impacts.

4.4 If a neutral or positive impact has been identified, can that impact be improved upon (continuous improvement)?

Limited capacity because this is a temporary move.

4.5 How will any project be implemented?

Through the Transformation programme.

4.6 As 4.5 above please identify training requirements

Managers have been advised to provide brief manual handling training to teams to reduce risks of injury when packing and unpacking.

Part 5 Conclusions & recommendations

This section ensures that what ever we are impact assessing, whether it be a project that ensure that we abide by the general and specific duties to promote race, disability and gender equality. *(please refer to guidance for additional information)*

5.1 Does the project comply with equalities legislation?

yes

5.2 What are the main areas requiring further attention?

To manage the impact on service users.

5.3 Summary of recommendations for improvement

See 5.2

5.4 What equality monitoring, evaluation, review systems have been set up to carry out regular checks?

This is a temporary move. The impact on workers and service users will be monitored by the project groups until the teams move to their permanent location.

5.5 When will the amended project be reviewed?

To inform move to permanent office accommodation.

Part 6 Action / improvement plan

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area of negative impact	Changes proposed	Lead officer	Timescale	Resource implications	Comments
Race	none				
Disability	Change of position of locks and burglar alarm control unit at LACES building. Implementing working arrangements to support worker with disability.	David Hands Transformation manager Dave Crewe team manager	Beginning of October 2010 To be implemented when the team moves to the building.	Cost of changes Time costs, no cash costs	Locks and control unit to be positioned so they can be comfortably operated by a wheelchair user. Specific arrangements around lone working and response to fire alarms to be developed.
Age	Ensure good quality communication with service users, carers and families. Ensure that impact is managed at a team and individual level. Signposting local residents to alternative modes of accessing council services.	Team managers Call centre and reception management	To start once schedule for moves has been established.	time	Clear arrangements to manage issues of drop-in visitors, travel warrants, food vouchers and contacts to be developed. Clear signposting required.
Religious and Philosophical belief	none				

Gender	none				
Sexual orientation	none				
Geographical location	See above				Project is concerned with impact of geographical change of team location. Service delivery is island wide so will not be significantly affected by move.
All of the above	See above				

Part 6 continued – Equality Impact Assessment – Summary report

The results of equality impact assessments must be published. Please complete this summary and the publish your report using the Equality and Diversity pages of the Intranet. Your summary information and a copy of your completed report will then be made available to the public on the Council’s website.

Date of assessment	Friday the 13 th of August 2010.	
Officer’s name	David Hands	Role Transformation manager for Children and Young People’s Services.
Project that was impact assessed	Moving Children’s Services teams out of Ryde Town Hall.	
Summary of findings	Move has provided the opportunity to improve access for a wheelchair user. Locally based service users and residents who have been accustomed to dropping in at the town hall will no longer be able to do so.	
Summary of recommendations and key points of action plan	Good communication and management by team managers required.	

Groups that this policy will impact upon

Race	<input type="checkbox"/>	Gender	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	Age	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief	<input type="checkbox"/>
Other	<input type="checkbox"/>	All	<input type="checkbox"/>