

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Corporate Transformation Delivery Plan

Essential information

Items to be assessed: (please mark 'x')

Strategy		Plan	X	Project		Service procedure	
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Responsible officer	Dan Brookman	Service area	Transformation	Directorate	Executive Director of Adults, Health and Housing
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Stage 1: EqlA Screening (mandatory)	Date created: 19/11/2021	Stage 2 : Full assessment (if applicable)	Date created :
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Hilary Hall

Dated: 20/11/2021

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EQUALITY IMPACT ASSESSMENT

EqIA : Corporate Transformation Delivery Plan

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

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Stage 1 : Screening (Mandatory)

1.1 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The Transformation Strategy 2020-25 set the direction and guides resources for the council over a five-year period (2020-2025). The strategy as a whole is the council's response to the challenges around its financial position and the delivery of radical change in the way in which it operates.

The Transformation plan delivers on the vision of "building a community centric borough of opportunity and innovation" and six related strategic priorities that encompasses the life journey, economy and environment. This is a top-level plan into which other detailed programmes of work and projects will be delivered, each of which will be subject to an EqIA.

The plan delivers on the Transformation strategy which will enable the council to continue to deliver the best possible service whilst innovating and transforming the offer for, and with, our communities.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as "Not Relevant".

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Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Medium/High	Positive	<p>The Council’s vision as set out in the strategy is to build “a community-centric borough of opportunity and innovation”, benefitting all residents.</p> <p>Community centric design means moving from experts designing for people, to people designing for themselves. Traditionally, experts design and implement solutions for the people, community or residents. The community centric design leverages creativity within communities to solve their own problems, on the basis that people within communities best understand the problems, obstructions and benefits that can hamper and support change. The experts then become the facilitators and supporters, providing tools, workshops and support in all forms. By undertaking a new design philosophy, our residents will experience:</p> <ul style="list-style-type: none"> • A growing, diverse, innovative, collaborative, community centred borough. • Easy to access information/ interaction with the council and its partners. • Their voice heard and visible in developing services. • Open and transparent view of the democratic process. • Outcome based value for money on services. • Well-looked after in time of need – prevention better than cure. • Strong voluntary and community sector. • Education and employment opportunities including skills based and vocational. <p>The plan links together existing strategies for health, adult social care, homelessness, economic, and climate change and is underpinned by the council’s agreed corporate values which have “embrace diversity in all ways” at its centre. As a top-level plan, there is presently no evidence to suggest that the protected characteristics set out here will be negatively impacted, and individual projects that fall out of the strategic framework will each be assessed as they are developed to ensure that this remains the case.</p>

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Disability	Relevant	Medium/High	Positive	As above
Gender re-assignment	Relevant	Medium/High	Positive	As above
Marriage/civil partnership	Relevant	Medium/High	Positive	As above
Pregnancy and maternity	Relevant	Medium/High	Positive	As above
Race	Relevant	Medium/High	Positive	As above
Religion and belief	Relevant	Medium/High	Positive	As above
Sex	Relevant	Medium/High	Positive	As above
Sexual orientation	Relevant	Medium/High	Positive	As above

Outcome, action and public reporting

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Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	Not at this stage	Ensure projects and other policies developed as a result are screened and assessed for equalities impact.	Daniel Brookman	Timescales associated with any projects that result from the plan.
Does the strategy, policy, plan etc require amendment to have a positive impact?	Not at this stage	Not at this stage	N/A	Not at this stage

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

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Stage 2 : Full assessment

2.1 : Scope and define

2.1.1 Who are the main beneficiaries of the proposed strategy / policy / plan / project / service / procedure? List the groups who the work is targeting/aimed at.

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2.1.2 Who has been involved in the creation of the proposed strategy / policy / plan / project / service / procedure? List those groups who the work is targeting/aimed at.

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2.2 : Information gathering/evidence

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2.2.1 What secondary data have you used in this assessment? *Common sources of secondary data include: censuses, organisational records.*

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2.2.2 What primary data have you used to inform this assessment? *Common sources of primary data include: consultation through interviews, focus groups, questionnaires.*

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Eliminate discrimination, harassment, victimisation

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Protected Characteristic	Advancing the Equality Duty : Does the proposal advance the Equality Duty Statement in relation to the protected characteristic (Yes/No)	If yes, to what level? (High / Medium / Low)	Negative impact : Does the proposal disadvantage them (Yes / No)	If yes, to what level? (High / Medium / Low)	Please provide explanatory detail relating to your assessment and outline any key actions to (a) advance the Equality Duty and (b) reduce negative impact on each protected characteristic.
Age					
Disability					
Gender reassignment					
Marriage and civil partnership					
Pregnancy and maternity					
Race					
Religion and belief					
Sex					
Sexual orientation					

Advance equality of opportunity

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Foster good relations

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Religion and belief					
Sex					
Sexual orientation					

2.4 Has your delivery plan been updated to incorporate the activities identified in this assessment to mitigate any identified negative impacts?

If so please summarise any updates.

These could be service, equality, project or other delivery plans. If you did not have sufficient data to complete a thorough impact assessment, then an action should be incorporated to collect this information in the future.