

## WORCESTERSHIRE COUNTY COUNCIL EQUALITY IMPACT ASSESSMENT DESKTOP SCREENING

**This exercise is not an Equality Impact Assessment (EIA). It is a desktop screening exercise designed to establish if you need to carry out an EIA. When completing the screening please use plain English avoiding the use of acronyms or jargon. Any documents referred to should be attached to this screening form.**

Remember, throughout this exercise the term 'policy' (or 'policies') is used as shorthand for 'policies, practices, activities, strategies, plans, projects, procedures, functions and protocols'. It therefore needs to be interpreted broadly to embrace the full range of functions, activities, plans and decisions for which the County Council is responsible.

For help completing this desktop screening, please refer to the County Council's [EIA Guidance document](#) available on SID.

**Part One:** basic information needed to identify the policy and prepare for screening

1.1	Directorate and Section/Unit:	Environmental Services – Countryside Service
1.2	Title or brief description of the policy being screened:	BOLD Countryside Service – Phase 1
1.3	Screening by:	Darius Mason/Andy Maginnis
1.4	Date of screening:	19 <sup>th</sup> November 2010
1.5	Related policies/functions:	N/A
1.6	To which section of the Directorate or Corporate "business/service plan" does this relate?	Corporate BOLD policies on savings and efficiencies
1.7	Is this a new or existing policy?	It is part of the BOLD programme
1.8	Does the policy affect service users, employees, the wider community, or a combination of these?	Any impact on service users will be minimal. The focus is on prioritisation and efficiency of service delivery, The deletion of posts will be largely achieved through vacancy management, however, where redundancies are proposed,

		staff consultation exercises will be carried out together with local EIA's.
1.9	What is the policy seeking to achieve?	This is a review of what services are provided and how they are delivered. In order to make cashable savings and efficiencies whilst maintaining or improving key services.
1.10	What are the planned outcomes for this policy?	The process will result in savings of £250k achieved through improved efficiency and resulting in a reduction of the FTE workforce whilst broadly maintaining levels of service to the public.
1.11	Who is formally responsible for the <b>delivery</b> of this policy? If different, who is responsible for <b>leading</b> on the delivery?	Andy Maginnis – Countryside Services Manager
1.12	What (if any) previous consultation has been carried out for this policy? Who was consulted and when?	There is ongoing consultation on the wider BOLD programme and there have also been dedicated Countryside Service consultation meetings. In addition, team consultation meetings have, and will continue, to be held when specific team restructures or redundancies are proposed.
1.13	Is equality monitoring in place for this policy?	N/A does not significantly affect service delivery or customer participation/access to services

**Part Two:** The purpose of the following exercise is to assess the potential relevance of the policy in the lives of staff and/or residents who are of differing age, gender (including gender reassignment), race/ethnicity, religion or belief, sexual orientation and/or who have a disability.

The questions in this section ask you to consider factors you will need to take into account in making your decision. The answers you provide will help you determine whether you will need to carry out an Equality Impact Assessment.

		Yes	No	Details and comments
2.1	Could this policy have a significant impact on service delivery or other aspects of daily life for people who belong to the groups listed above?		X	There will be no significant change to service delivery or access to services as a result of these proposals

2.2	Does the policy involve a significant commitment, or reduction, of resources?		X	Any reduction in staff resources will be managed to ensure we are still able to meet the needs of the business.
2.3	Does the policy relate to an area where inequalities are known to exist?		X	The proposals will not impact on areas where inequalities are known to exist.

2.4 Is there any evidence of potential or actual unplanned variations in the participation levels or use of the policy between different groups?

Characteristic	Yes	No	Details, including what information you have based your answer on
Age		X	There are no plans to directly affect service delivery or access/entitlement to services provided by the Countryside Service as a result of these proposals
Disability		X	As above
Gender (including gender reassignment)		X	As above
Race		X	As above
Religion or belief		X	As above
Sexual orientation		X	As above

If the answer to question 2.3 is "yes" or "could be yes" then you **must complete an EIA**.

For existing policies, if the answer to question 2.4 is "yes" or "could be yes" then you **must complete an EIA**.

If the answer to questions 2.1 or 2.2 is "yes" or "could be yes" then you may need to complete an EIA. Please refer to Section 3 of the [EIA Guidance](#) for further clarification on when an EIA should be completed.

2.5 Based on the factors above, is an Equality Impact Assessment required for this policy?

<b>Yes</b>	
<b>No</b>	X

An EIA is not always needed. Where you have decided that an assessment is not required please clearly summarise the reasons for your decision, including any factors you have taken into account, in the box below. Please then ensure this screening form is signed-off by your line manager and sent to the Corporate Equality and Diversity Team for publication.

<b>EIA not required: reasons and additional comments</b>
The proposals are intended to improve efficiency thereby enabling cashable savings whilst broadly maintaining current levels of service to the public. It is not anticipated that any of the changes will have a negative impact in any areas where inequalities are known to exist whether for staff or the public..

Signed (completing Officer/Manager): ..... Date: .....

Signed (Line Manager): ..... Date: .....