

Worcestershire County Council Equality Impact Assessment Simplified Desktop Screening

This exercise is not an Equality Impact Assessment. It is a simplified desktop exercise designed to establish if there is a need to carry out a full assessment.

* Worcestershire Partnership Document – County Council Response.

Part One: basic information needed to identify the policy/function and to prepare for the screening.		
1.1	Directorate and Section/Unit.	PEP Community Leadership
1.2	Title or brief description of the policy/function being screened.	Public Consultation Strategy/ Toolkit and Ask Me! Database
1.3	To which section of the Directorate or Corporate “business/service plan” does this relate?	All.
1.4	Are there any related policies/ functions? If so what are they?	Each Directorate is responsible for using the Corporate Public Consultation Strategy, Tool Kit and Ask Me! Database to inform their partners.
1.5	Screening carried out by	Margaret Reilly and Nick Riding
1.6	Date of screening	19/3/2007
1.7	What is the policy or function trying to achieve?	Consistently high quality consultation with the public, including demonstrating that results are fully considered and action happens as a result.
1.8	What are the specific outcome measures?	Pg 7 of Strategy
1.9	Who is formally responsible for ensuring the delivery of this policy/function?	Simon Adams, Head of Community Leadership
1.10	Who is responsible for leading the delivery if different from 1.9?	Cross Directorate Project Team. New post holder in place in Communication Team from May 2007. Until then Margaret Reilly and Helen Clive
1.11	Are there any priorities within this policy/function? If so what are they?	See Improvement Plan – main subheading.
1.12	Has any consultation, explicitly on the policy/function, taken place? If so who was consulted and when?	Strategy, Tool Kit, Ask Me! More developed in 2004. Citizen Panel Event , Member Group and Cross Directorate Project Team consulted on content. Subsequent audit and a cross Directorate SWOT analysis resulted in revised Improvement Plan. Citizens Panel and WoW used to measure resident satisfaction in November 2005
1.13	Is equality monitoring in place for this policy/function?	This is monitored for each individual exercise at a Directorate level. The Tool Kit and Ask Me! Provide tools and information to enable this to take place. The new requirement for managers to sign off consultation project plans will provide a further monitoring check.

Group being formed. A report to COMB on proposed improvements and MW Improvement Plan.

Part two: the test to see if further action is required. For the purpose of this exercise concentrate on the impact on people of differing race, sex, disability, age, religion or belief and sexual orientation.

		Yes	No	Details
2.1	Is there any way in which the policy/function is directly discriminatory or in breach of the Council's Equality and Diversity Policy?		X	The Strategy is clear that consultation should be inclusive and specifically addresses understanding our communities, and the importance of taking a pro-active approach to "Engaging Everyone" in our consultations.. The Took Kit provides information and advice on engaging everyone and the Ask Me Database asks for EIA to be identified.
2.2	Are there any barriers to people from minority groups getting the full benefit of this policy/function which have not been resolved as part of the policy/function?		X	The Strategy Toolkit and Ask Me! Provide the framework to enable and encourage those running consultation, to address any potential barriers – however this work takes place at Directorate level.
2.3	Are there any other ways the policy/function could unintentionally deliver poorer quality outcomes for individuals because they were members of a minority group?		X	If the advice provided is followed this should not be the case.
2.4	Could people from minority groups reasonably believe that they would be likely to get poorer benefits from the policy/function?		X	If the advice provided is followed this should not be the case.



If the answer to any of these questions is yes or "could be yes" then you **must** take action. If the issue is straightforward remedy it **now** so the answer changes to no. If it cannot be remedied now or there are outstanding issues you should go on to a full EIA.

