

Somerset Equality Impact Assessment

Before completing this EIA please ensure you have read the EIA guidance notes – available from your Equality Officer

Organisation prepared for:	South Somerset District Council																																		
Version:	V1	Date Completed:	18/02/20																																
Description of what is being Equality Impact Assessed:																																			
Restructure of ICT function																																			
Evidence																																			
<p>What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the Office of National Statistics, Somerset Intelligence Partnership, Somerset's Joint Strategic Needs Analysis (JSNA), Staff and/ or area profiles,, should be detailed here</p>																																			
<p>Local department within District Council of pool of 7 members of staff employed on permanent contracts within ICT function.</p> <p>An equality profile of SSDC's workforce was published on 31 May 2019 58% female 42% male <i>ICT Function</i> 57% male 43% female</p> <table border="1"> <thead> <tr> <th>Age Breakdown</th> <th>SSDC</th> <th>ICT Function %</th> <th>Actual H/C</th> </tr> </thead> <tbody> <tr> <td>17-20</td> <td>2%</td> <td>0</td> <td>0</td> </tr> <tr> <td>21-30</td> <td>11%</td> <td>0</td> <td>0</td> </tr> <tr> <td>31-40</td> <td>18%</td> <td>14.3</td> <td>1</td> </tr> <tr> <td>41-50</td> <td>33%</td> <td>57.1</td> <td>4</td> </tr> <tr> <td>51-60</td> <td>30%</td> <td>14.3</td> <td>1</td> </tr> <tr> <td>61-70</td> <td>7%</td> <td>14.3</td> <td>1</td> </tr> <tr> <td>71+</td> <td>2.1%</td> <td>0</td> <td>0</td> </tr> </tbody> </table>				Age Breakdown	SSDC	ICT Function %	Actual H/C	17-20	2%	0	0	21-30	11%	0	0	31-40	18%	14.3	1	41-50	33%	57.1	4	51-60	30%	14.3	1	61-70	7%	14.3	1	71+	2.1%	0	0
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An updated (2019) Equalities Profile for South Somerset. This has been used as a resource as part of the evidence gathering that is required when carrying out this Impact Assessment.

The data/information we have used to assess the potential impacts of this change to employment is as follows:

1. Somerset Intelligence Partnership website – population data on sex, age, race/ethnicity, religion, disability, employment status (part-time working) and unpaid carers. From this, the following information has specifically informed this EIA.

- The majority of residents in the district are aged 45 – 69
- 5.04% of the district are registered as non-white British and 1.89% are registered as BME
- There are slightly more women (50.9%) in South Somerset than men (49.1%)
- Economically Active in South Somerset 83.2% men 79.4% women
- Less women are in employed as employees 67.8% Men, 67% female.
- In South Somerset 10.8% of the population provide unpaid care and that in Somerset, based on the 2011 census, 58% of those providing unpaid care are women.
- 48% of females work on a part time basis
- According to the 2011 census just under 100,000 people in Somerset (18.8% of the population) said they had a long-term condition or disability which limited their day-to-day activities a lot or a little and of these almost 41,000 of them were aged 16-64 (of working age).The proportion is on a par with both regional and national averages.

Who have you consulted with to assess possible impact on protected groups? If you have not consulted other people, please explain why?

SSDC Equalities Lead.

People Specialist within SSDC.

Other information will be collected on a one to one basis at consultation meetings.

We have consulted with Senior Leadership Team, Leadership Management Team, and currently the Employee Consultation Group (ECG), Unison Trade Union, GMB Trade Union and all employees via a collective consultation period including those employees on long-term sick and/or maternity leave.

Analysis of impact on protected groups

The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<ul style="list-style-type: none"> Team affected comprises 7 people of mixed age and there is no criteria within the new role profiles to disadvantage or advantage age bias. There is no provision for voluntary redundancy, therefore no financial barriers to acceptance or not of VR is linked to length of service on a budget constraint basis only on a compulsory redundancy basis. 	□	□	☒
Disability	<ul style="list-style-type: none"> One member of staff has a known disability and the impact and arrangements will be adapted according to any reasonable requirements. Others will have the opportunity to raise at 1-2-1 meetings. All recruitment will be carried out by trained assessors and any reasonable adjustments made. 	□	☒	□
Gender reassignment	<ul style="list-style-type: none"> The restructure and subsequent recruitment process for ring fenced new roles will have neither a negative nor positive impact for employees with this Protected Characteristic Whilst the 'at risk' pool is not known to contain any individuals who have or are undergoing gender reassignment, there are several opportunities for disclosure and to address any negative impacts resulting from this process on an individual basis. 	□	☒	□

Marriage and civil partnership	<ul style="list-style-type: none"> • The restructure and following recruitment process for 'ring fenced' new roles will have neither a negative nor positive impact for employees with this Protected Characteristic • The information is not collected for the purposes of this project and neither redundancy criteria nor selection criteria is relevant during the process. 	□	⊗	□
Pregnancy and maternity	<ul style="list-style-type: none"> • There are no known individuals for whom the Characteristic is currently relevant. One individual has recently returned from maternity leave, but is a Case Officer who is not directly affected. Individual 1-2-1's will give the opportunity for any of the 3 female affected staff to raise any issues. 	□	⊗	□
Race and ethnicity	<ul style="list-style-type: none"> • The 'at risk' pool have been selected on the basis of roles within the ICT function (Specialists) and selection will be carried out by trained assessors. Some of the IT contractors/Agency workers, who are external and not employed by SSDC directly will not be afforded the opportunity to apply for the roles which have initially been ring fenced for an 'at risk' group of Specialists. 	□	⊗	□
Religion or belief	<ul style="list-style-type: none"> • Individual one to ones will allow individuals to identify any barriers they may feel exist to the process. • Whilst some employees of particular faiths may be restricted to certain working days, or require leave for specific days or periods throughout the year due to holy days and festivals, not having set working days could be considered to have a negative effect on employees sharing this characteristic. 	⊗	□	□
Sex	<ul style="list-style-type: none"> • The pool is made up, within binary gender note, of 4 male and 3 female staff. 2 of the female staff work part time. All of the ICT Specialist pool are being put 'at risk of redundancy' and the basis of the restructure will not be 'selecting out' for redundancy purposes. The roles available amount to more than those 'at risk' in the 	⊗	□	□

	<p>Specialist pool. A number of options are available to staff who wish to work a non full-time pattern along with agile working policy. This should not disadvantage any one gender.</p> <ul style="list-style-type: none"> The removal of defined working days could have a negative impact on female employees in that more women are employed part-time than their male counterparts and more women than men are unpaid carers 			
Sexual orientation	<ul style="list-style-type: none"> All assessors have been trained in fair recruitment and there are no criteria which would impact on this area. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other, e.g. carers, veterans, homeless, low income, rurality/isolation, etc.	<ul style="list-style-type: none"> Agile working arrangements exist within SSDC, and one to one individual meetings are arranged in order for any of the affected employees to highlight any area which they are concerned about. SSDC selection criteria does not disadvantage employees who are impacted by these issues. People Managers will provide the required employment conditions that will support staff who need to request flexible working arrangements in respect of their caring responsibilities. SSDC have already adopted the NJC pay review option that better supports our lower paid employees. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Negative outcomes action plan Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.</p>				
Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
Religion and Belief - The introduction of both agile working and individual People Managers will help mitigate the identified negative impact by providing the required	01/04/2020	Specialist People Manager	Via the case management system	<input type="checkbox"/>

employment conditions that will support staff who need to request flexible working arrangements in respect of their particular beliefs.		(Lisa Davis) & People Lead Specialist (Jenny Clayton)		
Sex - The introduction of both agile working and individual People Managers will help mitigate the identified negative impact by providing the required employment conditions that will support staff who need to request more flexible working arrangements in respect of their part-time hours or caring arrangements.	01/04/2020	Specialist People Manager (Lisa Davis)& People Lead Specialist (Jenny Clayton)	Via the case management system	<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
If negative impacts remain, please provide an explanation below.				

Completed by (Officer name and role):	Denise Mackey – HR Specialist
Date:	18/02/2020
Manager/Director Sign off (Name and position)	Jenny Clayton – Lead Specialist People
Date:	18/02/2020
Equality Lead sign off (Name):	 Dave Crisfield
Date:	21/02/2020
To be reviewed by: (officer name)	Denise Mackey
Review date:	29/05/2020