

Equality Impact Assessment Part 1: Screening Form

Title of report or proposal:
Proposed reallocation of functions and senior management structure within the Development and Regeneration Department.

Department:	Development and Regeneration Department.
Section/SIAP unit:	Development and Regeneration Department.
Date:	27 th March & 28 th March 2012

This report is for decision and is therefore subject to an Equality Impact Assessment. The following questions have been completed to ensure that this proposal, procedure or working practice does not discriminate against any particular social group. Details of the outcome of the Equality Impact Assessment have also been included in the main body of the report.

Equality Impact Assessment Questions

1. Describe in summary the aims, objectives and purpose of the proposal, including desired outcomes:

The report seeks approval to proposals for the re- allocation of functions, and changes to the senior management structure within the Development and Regeneration Department. These proposals are designed to take in to account the loss of a number of Chief Officer and senior management posts as part of the Council's budget reduction programme, more recent departures of Heads of Service and the on-going budget savings requirements of the Council.

2. Who are the main stakeholders in relation to the proposal?

Staff
Trade Unions
Elected Members
Bolton Community Homes
The Commission for the New Economy

3. In summary, what are the anticipated (positive or negative) impacts of the proposal?

The proposals set out within this report have been informed by the priorities of Bolton's new economic strategy and community strategy, to ensure that the management of the service is fit for purpose in this context. In addition, the proposals will realign the management arrangements to ensure statutory services are delivered and managed in line with the council's priorities.

The deletion of posts creates savings towards the council's savings and efficiencies agenda. However, it is recognised that the deletion of posts will have some impact on the capacity of the service at a senior management level. The impact as a result of reduced capacity has been mitigated as far as possible through the realignment of management in the context of the priorities within Bolton's economic strategy and community strategy.

4. With regard to the stakeholders identified above and the diversity groups set out below:

	Is there any potential for (positive or negative) differential impact?	Could this lead to adverse impact and if so what?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group, or for any other reason?	Please detail what measures or changes you will put in place to remedy any identified adverse impact
Race	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Religion	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Disability	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on

		anticipated at this stage		service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Gender (including gender reassignment)	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Age	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As in As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Sexuality	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a

				range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Caring status (including pregnancy & maternity)	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Marriage and civil partnership	It is anticipated that the impact will be neutral for this group.	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management it is not anticipated that there will be direct impacts on service delivery at this stage. The department continues to have the strategic responsibility for a range of Bolton's priorities and services, including services which support vulnerable groups e.g. around housing and economic outcomes such as employment. These responsibilities will continue to be managed in line with the council's priorities and in the context of reduced capacity.
Socio-economic	The Development and Regeneration department provides strategic leadership on Bolton's economic strategy. The proposals are designed to realign management	There are no adverse impacts anticipated at this stage	Not Applicable	As the proposals are around strategic responsibility and management there are no direct impacts on service delivery. The service continues to have the strategic responsibility of these departments including the responsibility for vulnerable groups. These responsibilities will be managed in line with the council's priorities and in

	capacity with these priorities in the context of reduced resources, and it is therefore anticipated that the impact will be neutral for this group			the context of reduced capacity therefore no impacts on this group are anticipated.
Other comments or issues	The proposals have some staffing implications, in relation to changes in roles and responsibilities and the potential for some staff to express an interest in higher graded posts. All selection processes will be carried out in accordance with the council's HR policies. It is also important to note that the council's policies around, for example, flexible working will continue to apply to staff affected by the proposals.			
Please provide a list of the evidence used to inform this EIA, such as the results of consultation, service take-up, service monitoring, surveys, stakeholder comments and complaints where appropriate. If you have undertaken consultation as part of the proposal, the consultation manager will upload it on to the corporate database.			<i>Evidence used:</i> <i>Establishment information</i> <i>Departmental financial information</i> <i>Service priorities within Bolton's community strategy and economic strategy</i> .	

5.a Are there any gaps in your evidence or conclusions that make it difficult for you to quantify the potential adverse impact?

This report is not subject to formal consultation as there are no redundancies proposed. However informal consultation has taken place with staff and their Trade Unions, in order to inform the proposals. Please see Part B for further details.

5.b If so, please explain how you will explore the proposal in greater depth or please explain why no further action is required at this time.

Please see above

You may wish to consider undertaking secondary data analysis, further consultation or research or investigating best practice. If you are planning to undertake further consultation or research as a result of this EIA, please contact the Consultation Manager on ext. 1083.

Equality Impact Assessment

Part 2: Consultation Form

(To be completed where consultation has been undertaken)

This report is for decision and is therefore subject to an Equality Impact Assessment. The proposal was also subject to consultation and this Equality Impact Assessment (Consultation Form) provides details of the consultation results.

The following questions have been completed to ensure that this proposal, procedure or working practice does not discriminate against any particular social group. This has been ensured by undertaking consultation. Details of the outcome of the consultation have also been included in the main body of the report.

This form asks you to provide details of all the consultation undertaken specific to the proposal you are making, either prior to the EIA or as part of it and the results of this.

1. Consultation with staff

- a. Please summarise the consultation undertaken with staff and their Trades Unions regarding this proposal.

There have been briefings with both staff and Trade Unions to highlight and discuss the proposals.

- b. Please summarise the results of this consultation, including key issues arising and any changes being made to the proposal as a result of the consultation.

There are no compulsory redundancies as a result of these proposals but as there are some changes to staff roles and duties, informal consultation has taken place to understand any impacts.

Two representations were received from individual members of staff affected by the proposed changes, seeking clarification of the ring fencing arrangements for the posts of Head of Economic Strategy and Head of Development Management. In particular, why the ring fencing was confined to the five post holders identified in table 4 and whether the expressions of interest should be opened up to other post holders at that level within the structure.

The comments have been taken into account and management have provided a response to Trade Unions on these matters.

Unison are discussing the ring fencing further and have agreed if any further comments arise they will be submitted verbally or as an addendum to the Executive Members.

2. Consultation with customers and other stakeholders

- a. Please summarise the consultation undertaken with customers and other stakeholders regarding this proposal (refer back to the stakeholders identified in your screening form)

Bolton Community Homes and the Commission for the New Economy have been consulted regarding the proposals.

- b. Please summarise the results of this consultation, including key issues arising and any changes being made to the proposal as a result of the consultation

The Chair of the Bolton Community Homes partnership has indicated his support for the proposals and the Commission for the New Economy have also endorsed the approach.

This EIA form and report has been checked and countersigned by the Departmental Equalities Officer before proceeding to Executive Member(s)

Please confirm the outcome of this EIA:

No major impact identified, therefore no major changes required – proceed	<input type="checkbox"/>
Adjustments to remove barriers / promote equality (mitigate impact) have been identified – proceed	<input checked="" type="checkbox"/>
Continue despite having identified potential for adverse impact/missed opportunities for promoting equality – this requires a strong justification	<input type="checkbox"/>
Stop and rethink - the EIA identifies actual or potential unlawful discrimination	<input type="checkbox"/>

Report Officer

Name: Keith Davies

Signature: KD

Date and Contact No: 09/03/2012 ext. 4002

Departmental Equalities Lead Officer

Name: Janet Pollard

Signature: JP

Date and Contact No: 09/03/2012 ext. 6710
