

# EQUALITY IMPACT ASSESSMENT

Cooperative Centre of Operations Programme – Transformation  
DRAFT FOR CONSULTATION

## STAGE 1: What is being assessed and by whom?

What is being assessed - including a brief description of aims and objectives?

The Cooperative Centre of Operations (CCO) Transformation Programme aims to solve the following PCC requirements;

- Improved integration of strategy and planning, joining up within the Council and with Partners
- Better integration of intelligence, decision making and policy implementation
- Co-operative Council vision needs to be translated into practice with new co-operative service partners
- Improved public engagement in decision making and service design
- Simplified corporate services offerings designed to meet the Council needs

By implementing the following solutions;

- Strategic capability providing leadership & direction for PCC, and managing co-operative operations, decisions, ethos
- Providing a controlled approach to planning and delivery changes to service delivery models
- Commissioning & contract management capability to manage service delivery models
- Affordable and appropriate corporate services sized to meet the needs of the Council in the future

For the following benefits

- Services better tuned to customer needs (citizens, businesses, partners, visitors, staff)

**STAGE I: What is being assessed and by whom?**

- Better decisions for local needs due to improved intelligence & engagement
- Improved customer satisfaction: more involvement, better targeted services
- Reduced overhead costs and complexity of operations

The CCO Programme has 3 Project areas that will make this possible, creating a series of 'capabilities' backed by tools, guidelines & support teams.

- One will help us Evolve, Assure, Advise and Enable Plymouth City Council as an organisation.
- One will facilitate high quality Service Integration & Management, with consistent processes & tools.
- One will transform selected corporate services (HR, Finance, Legal, Support, etc.) improving efficiency & effectiveness.

The first two of these project areas are about using the skills and experiences of our existing resources in a better way and improving the tools and processes at their disposal. While certain roles and people may become more influential as a result of the projects, they will be chosen for these roles purely based on their skills and experience.

The third project area may result in changes to Corporate Services, with some services being delivered by different in-house resources or in a different way, some being transferred into Local Authority Trading Companies under a TUPE process, some being delivered with our partners and some being outsourced to 3<sup>rd</sup> Party companies. Our latest existing processes & policies (e.g. HR / Procurement) will be followed to ensure there is no inadvertent negative impact on equality.

We have clear policies and procedures in place to ensure that staff sharing protected characteristics are not unfairly discriminated against. The CCO programme may adapt processes to promote consistency and integration but will ensure that this does not result in unfair discrimination. Selection processes will be based solely upon skillset & experience and the redesign of services and processes will be carried against objective criteria.

Responsible Officer

Rob Pendleton

Department and Service

Transformation

**STAGE 1: What is being assessed and by whom?**

Date of Assessment	27 <sup>th</sup> November 2014
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**STAGE 2: Evidence and Impact**

Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?														
Age	<p>17.5% of the population is under 16.</p> <p>Children and young people under-18 account for 19.8% of the population</p> <p>34.1% of people in Plymouth are over 50 years old.</p> <p>7.6% are over 75 years old</p> <p>Current workforce profile:</p> <table border="1"> <tr><td>Teens</td><td>10.55%</td></tr> <tr><td>20s</td><td>20.50%</td></tr> <tr><td>30s</td><td>33.28%</td></tr> <tr><td>40s</td><td>28.04%</td></tr> <tr><td>50s</td><td>5.91%</td></tr> <tr><td>60-65</td><td>0.81%</td></tr> <tr><td>Over 65</td><td>0.91%</td></tr> </table> <p>Largest workforce ages are 20s, 30s &amp; 40s with under-representation for</p>	Teens	10.55%	20s	20.50%	30s	33.28%	40s	28.04%	50s	5.91%	60-65	0.81%	Over 65	0.91%	Young people and those over 50 are currently underrepresented.	Age will not be used as a criteria for selection for redundancy. Our modern apprenticeship programme will continue to provide opportunities for young people.	Changes will begin in 2015 and continue through to 2017. Cllr. Taylor is the Portfolio Holder. Giles Perritt is the Senior Responsible Owner / Officer. Les Allen is the Head of Portfolio. Robert Pendleton is CCO Programme Manager.
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	young people and those over 50.			
Disability	<p>A total of 31,164 people (from 28.5% of households) declared themselves as having a long-term health problem or disability (national figures 25.7% households).</p> <p>Current workforce profile;</p> <p>No Disability 98.01%</p> <p>Have a Disability 1.99%</p>	<p>People who with a disability or long-term health problem are currently underrepresented in our workforce.</p>	<p>To mitigate any adverse impact on people with disabilities, PCC will continue to make appropriate reasonable adjustments, e.g. availability of quiet rooms, physical access to buildings, hearing loops fitted.</p> <p>We will maintain our commitment to the two ticks scheme and continue to offer guaranteed interviews to suitably qualified candidates with disabilities.</p>	<p>Changes will begin in 2015 and continue through to 2017.</p> <p>Cllr. Taylor is the Portfolio Holder. Giles Perritt is the Senior Responsible Owner / Officer. Les Allen is the Head of Portfolio. Robert Pendleton is CCO Programme Manager.</p>
Faith, Religion or Belief	32.9% of the Plymouth population stated they had	No adverse impact is anticipated.	We will review our corporate monitoring	Changes will begin in 2015 and continue through to 2017.

<b>STAGE 2: Evidence and Impact</b>																			
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	<p>no religion.</p> <p>Those with a Hindi, Buddhist, Jewish or Sikh religion combined totalled less than 1%.</p> <p>0.5% of the population had a current religion that was not Christian, Islam, Buddhism, Hinduism, Judaism, or Sikh such as Paganism or Spiritualism.</p> <p>Current workforce profile;</p> <table border="1"> <tr><td>Buddhist</td><td>0.02%</td></tr> <tr><td>Christian</td><td>5.23%</td></tr> <tr><td>Hindu</td><td>0.09%</td></tr> <tr><td>Muslim</td><td>0.03%</td></tr> <tr><td>Other</td><td>0.43%</td></tr> <tr><td>None</td><td>1.26%</td></tr> <tr><td>Not Declared</td><td>92.93</td></tr> </table>	Buddhist	0.02%	Christian	5.23%	Hindu	0.09%	Muslim	0.03%	Other	0.43%	None	1.26%	Not Declared	92.93		processes to encourage staff to declare their Faith, Religion or Belief.	Cllr. Taylor is the Portfolio Holder. Giles Perritt is the Senior Responsible Owner / Officer. Les Allen is the Head of Portfolio. Robert Pendleton is CCO Programme Manager.	
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<b>Gender - including marriage, pregnancy and maternity</b>	<p>Overall 50.6% of Plymouth's population are women; this reflects the national figure of 50.8%</p>	PCC employs a much higher % of women than men.	We are an employer of choice for women we are satisfied that the overrepresentation of women in our	Changes will begin in 2015 and continue through to 2017. Cllr. Taylor is the Portfolio Holder. Giles Perritt is the															



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	<p>Of those aged 16 and over 90,765 (42.9%) people are married.</p> <p>5,190 (2.5%) are separated and still legally married or legally in a same-sex civil partnership.</p> <p>Current workforce profile;            Female 78.46%            Male 21.54%</p> <p>PCC had 264 employees who took either maternity, adoption or paternity leave between 01.01.2013 and 31.12.2013</p>		<p>workforce is not the result of discrimination on grounds of gender including marriage, pregnancy and maternity and follows both national and local policies, procedures and guidelines of employment laws.</p> <p>We will be mindful of any differential impact upon women when considering service redesign.</p>	<p>Senior Responsible Owner / Officer. Les Allen is the Head of Portfolio. Robert Pendleton is CCO Programme Manager.</p>

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Gender Reassignment	<p>It is estimated that there may be 10,000 transgender people in the UK.</p> <p>There were 26 referrals from Plymouth made to the Newton Abbott clinic, the nearest clinic, in 2013/14 to February.</p> <p>The average age for presentation for reassignment of male-to-females is 40-49.</p> <p>For female-to-male the age group is 20-29.</p> <p>23 transgender people belong to the Plymouth Pride Forum</p>	No adverse impact is anticipated.	Our corporate monitoring policy does give staff the opportunity to declare that they are transgendered.		
Race	Plymouth's recorded BME population rose from 3% in 2001 to 7.1% who identify themselves as Black & Minority Ethnic (BME) with White Other	PCC workforce does not reflect the cities demographic population of those who identify themselves as from a black and minority ethnic	Our BME population has increased rapidly at a time when our organisation has been contracting we are satisfied that the	Changes will begin in 2015 and continue through to 2017. Cllr. Taylor is the Portfolio Holder. Giles Perritt is the Senior Responsible Owner / Officer. Les Allen is the Head	

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	<p>2.7%, Chinese 0.5% and Other Asian 0.5% the most common ethnic groups 6.7% from 2011 census and has therefore has more than doubled since the 2001 census.</p> <p>Current workforce profile;</p> <table border="0"> <tr> <td><b>White</b></td> <td><b>70.21%</b></td> </tr> <tr> <td>White - British</td> <td>69.86%</td> </tr> <tr> <td>White - Gypsy or Traveller</td> <td>0.01%</td> </tr> <tr> <td>White - Irish</td> <td>0.34%</td> </tr> <tr> <td><b>BME</b></td> <td><b>2.72%</b></td> </tr> <tr> <td>Another Asian</td> <td>0.12%</td> </tr> <tr> <td>Another Black</td> <td>0.02%</td> </tr> <tr> <td>Another ethnic</td> <td>0.14%</td> </tr> <tr> <td>Another mixed</td> <td>0.27%</td> </tr> <tr> <td>Another White</td> <td>1.61%</td> </tr> <tr> <td>Black African</td> <td>0.19%</td> </tr> <tr> <td>Black Caribbean</td> <td>0.08%</td> </tr> <tr> <td>Chinese</td> <td>0.09%</td> </tr> </table>	<b>White</b>	<b>70.21%</b>	White - British	69.86%	White - Gypsy or Traveller	0.01%	White - Irish	0.34%	<b>BME</b>	<b>2.72%</b>	Another Asian	0.12%	Another Black	0.02%	Another ethnic	0.14%	Another mixed	0.27%	Another White	1.61%	Black African	0.19%	Black Caribbean	0.08%	Chinese	0.09%	background based upon data available – with 6.7% being the Plymouth population and PCC workforce from BME backgrounds being 2.72%.	<p>current underrepresentation of BME people in our workforce is not the result of unfair or unlawful discrimination of grounds of Race.</p> <p>We will be mindful of any differential impact upon BME staff when considering service redesign.</p>	of Portfolio. Robert Pendleton is CCO Programme Manager.	
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Sexual Orientation -including Civil Partnership	<p>Indian 0.04%</p> <p>Pakistani 0.01%</p> <p>White and Asian 0.13%</p> <p>White and Black African 0.02%</p> <p><b>Non Declared 27.07%</b></p> <p>Non Declared 27.07%</p> <p>There were 34 Civil Partnership Formations in Plymouth in 2013.</p> <p>There is no precise local data on numbers of Lesbian, Gay and Bi-sexual (LGB) people in Plymouth, but nationally the government have estimated this to be between 5 - 7% and Stonewall agree with this estimation given in 2005. This would mean that for Plymouth the figure is approximately 12,500 – 17,500 people aged over 16 in Plymouth are LGB</p>	No adverse impact is anticipated.	We will review our corporate monitoring processes to encourage staff to declare their sexual orientation.	Changes will begin in 2015 and continue through to 2017. Cllr. Taylor is the Portfolio Holder. Giles Perritt is the Senior Responsible Owner / Officer. Les Allen is the Head of Portfolio. Robert Pendleton is CCO Programme Manager.	

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<b>STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken</b>	
<b>Local Priorities</b>	<b>Implications</b>
Reduce the inequality gap, particularly in health between communities.	No implications at this stage
Good relations between different communities (community cohesion).	No implications at this stage
Human Rights	<p>Article 14 of Human Rights Act states that - people have the right not to be treated differently because of their race, religion, sex, political views or any other status and therefore the right to receive Equal Treatment and prohibit discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.</p> <p>We are committed to ensuring that everyone is treated fairly and human rights will be respected.</p> <p>No adverse impact on human rights has been</p>

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<b>Local Priorities</b>	<b>Implications</b>
	Timescale and who is responsible?
	identified.

<b>STAGE 4: The Principles of Fairness</b>	
<b>Principles</b>	<b>Comment</b>
People should be able to access opportunity whatever their circumstances	We will work with HR to ensure everyone has access to opportunities
The city should give priority to those in greatest need when it allocates resources	Improving efficiency & effectiveness of corporate services (HR, Finance, Legal, Support, etc.) will enable resources to be directed to front line services.
Things that make the biggest difference to people's lives should get priority when deciding where resources go	Improving our strategic decision making & consistent high quality management of services will benefit all our citizens and partners.
The way things are done in the city matters just as much as what is done	Consultations and stakeholder engagement will continue throughout the programme.
Unfairness which takes time to remove needs policies for the long term	N/A
Preventing inequalities is more effective than trying to eliminate them	The CCO programme may adapt processes to promote consistency and integration but will ensure that this does not result in unfair discrimination.
Services should be provided 'with' people, not 'for' them	Consultations and stakeholder engagement will continue throughout the programme.
The needs of future and current generations should be balanced when making decisions.	Improving our strategic decision making & consistent high quality management of services will benefit all our citizens and partners.

<b>STAGE 4: Publication</b>		
Director, Assistant Director/Head of Service approving EIA.	<i>G. M. S. S.</i>	Date
		<i>2 February 2015</i>

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