

## Cambridge City Council Equality Impact Assessment (EqIA)

This tool helps the Council ensure that we fulfil legal obligations of the [Public Sector Equality Duty](#) to have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Kate Yerbury, Equality and Anti-Poverty Officer at [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk) or phone 01223 457046.

Once you have drafted the EqIA please send this to [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk) for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, ([graham.saint@cambridge.gov.uk](mailto:graham.saint@cambridge.gov.uk) or 01223 457044).

<b>1. Title of strategy, policy, plan, project, contract or major change to your service</b>
City Operations Project
<b>2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)</b>
N/a
<b>3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?</b>
<p>To create City Operations that operate within current budgetary constraints being responsible and accountable for the delivery of CCC's operational activities. This project seeks to review, reshape and redesign services and activities to substantially reduce the cost of delivery.</p> <p>In this project, opportunities will be explored to:</p> <ul style="list-style-type: none"><li>• Actualise all cashable and efficiency savings identified</li><li>• To review all opportunities for service improvement, this includes greater use of digital, reducing the level of service being delivered and stopping services</li></ul>

- To review alternative delivery models, pinpointing services and activities where the most potential for success lies, determining the wider demand in the marketplace providing a developed understanding of the competitive landscape

The project will be taken to the Strategy and Resources (S&R) Committee on 27<sup>th</sup> March 2023 – at this point there will be options and recommendations to present to councillors relating to the opportunities listed above.

#### 4. Responsible service

Transformation

#### 5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service?

(Please tick all that apply)

- Residents
- Visitors
- Staff

Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here):

The scope of this project is to review activities related to the safety, cleanliness and accessibility of the City for Cambridge residents and visitors. As the project could recommend ceasing some activities, changing the way that some activities are delivered and restructuring the staff who deliver these activities, residents, visitors, and staff could all be affected.

The project will have an impact on teams of staff from Commercial Services, Environmental Services and Estates & Facilities.

#### 6. What type of strategy, policy, plan, project, contract or major change to your service is this?

- New
- Major change
- Minor change

#### 7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)

- Yes
- No

If 'Yes' please provide details below:

The project will need direct support from Procurement, Legal, HR, Finance, the Communications Team, and 3C ICT. It will involve direct engagement with stakeholders

from Commercial Services, Environmental Services and Estates & Facilities – and potentially other council services.

Dominic Burrows from the Transformation Team is the Project Manager and James Elms, currently Head of Commercial Services, is the project sponsor.

**8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?**

There will be a report made to S&R committee on 27<sup>th</sup> March 2023

**9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?**

- Information from Human Resources on equalities monitoring data for Cambridge City Council
- The Council's own policies and procedures for supporting staff with any restructure

The project will be presenting recommendations to the Strategy and Resources Committee on 27<sup>th</sup> March. As recommendations are developed it will become clearer on what equality impacts may be so this EqIA will be updated or a new EqIA template will be used to present to committee as part of the decision-making process.

**10. Potential impacts**

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

**(a) Age - Please also consider any safeguarding issues for children and adults at risk**

As mentioned, the recommendations made through this project will lead to restructuring of teams within Commercial Services, Environmental Services and Estates & Facilities. People aged 55 and over may be adversely affected in relation to further job and retraining opportunities if facing redundancy caused by

restructuring. Staff impacted by these changes will receive support with job application writing and interview skills, managing stress and pressure, planning for retirement and careers advice, as well as assistance with employment opportunities through the redeployment pool.

### **(b) Disability**

#### **Impact on staff**

The City Operations project will lead to changes to jobs roles and redundancies that may cause stress and anxiety, and could exacerbate long term health conditions. Staff from services included in the review of City Operations will be made aware that they can request confidential counselling by contacting PAM Assist on 0800 882 4102 or via [www.pamassist.co.uk](http://www.pamassist.co.uk).

In line with our HR policies and legal obligations under the Equality Act 2010, we will make reasonable adjustments where required for staff whose jobs change as a result of the restructure. We will ask managers to encourage staff to tell us if adjustments are needed.

#### **Impact on residents**

Changes might be made to services that residents receive, which might impact on some groups more than others. The Council will comply with the additional legal obligation in the Equality Act 2010 around making sure that reasonable adjustments are made where a disabled person would otherwise be placed at substantial disadvantage compared with people who are not disabled.

### **(c) Gender reassignment**

No equality impacts have been identified specific to this protected characteristic group.

**(d) Marriage and civil partnership**

No equality impacts have been identified specific to this protected characteristic group.

**(e) Pregnancy and maternity**

No equality impacts have been identified specific to this protected characteristic group.

**(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.**

No equality impacts have been identified specific to this protected characteristic group.

**(g) Religion or belief**

No equality impacts have been identified specific to this protected characteristic group.

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**(h) Sex**

No equality impacts have been identified specific to this protected characteristic group.

**(i) Sexual orientation**

No equality impacts have been identified specific to this protected characteristic group.

**(j) Other factors that may lead to inequality – in particular, please consider the impact of any changes on:**

- **Low-income groups or those experiencing the impacts of poverty**
- **Groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination or disadvantage. (Here you are being asked to consider intersectionality, and for more information see: [https://media.ed.ac.uk/media/1\\_159kt25q](https://media.ed.ac.uk/media/1_159kt25q)).**

There will be a loss of income for those affected by redundancies. However, where possible we will seek to avoid risk of redundancy by redeploying any affected staff to any new/vacant posts. Additionally, support with application/ interview skills will be made available to anyone at risk of redundancy.

**11. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqlA accordingly.)**

The project will be taken to the Strategy and Resources (S&R) Committee on 27<sup>th</sup> March 2023 – at this point there will be options and recommendations to present to councillors relating to the opportunities listed above. It will be clearer at this stage as to what equality impacts may be so this EqlA will be updated or a new EqlA template will be used to present to committee as part of the decision-making process.

**12. Do you have any additional comments?**

The project will help the council support residents from all equality groups by achieving increased customer satisfaction for the customer.

Internal facing benefits that the project aims to achieve will support staff from all equality groups, especially benefits related to:

- Positive culture – for there to be greater accountability, fairness in roles, autonomy and enhanced communication all work to create a more positive culture.
- Greater capacity and capability – for colleagues to feel motivated, have greater job satisfaction will have a willingness to manage new responsibilities

**13. Sign off**

Name and job title of lead officer for this equality impact assessment: Dominic Burrows

Names and job titles of other assessment team members and people consulted: Helen Crowther, Project Manager

Date of EqlA sign off: [Click here to enter text.](#)

Date of next review of the equalities impact assessment: [Click here to enter text.](#)

Date to be published on Cambridge City Council website: [Click here to enter text.](#)

**All EqlAs need to be sent to the Equality and Anti-Poverty Officer at [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk)**