

Cambridge City Council Equality Impact Assessment (EqIA) - Appendix E

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 Helen Crowther Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046.

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

1. Title of strategy, policy, plan, project, contract or major change to your service
Political Governance Design and Implementation

2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
BC - Governance Review and Implementation.docx Full constitution and paper available via Civic Affairs (4th March)

3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
Members have agreed to explore a revised leader and cabinet governance model within the City, which motivates the change of a number of different aspects within the Council. Alongside a Governance Working Group of members, the project team aims to build the enabling structures and mechanisms required to land this change, gaining official agreement to implement the new model in

May 2025. The new governance model aims to improve efficiency, transparency and accountability in the way decisions are made. The purpose of this change can best be described as creating a clearer, more accessible governance structure.

4. Responsible Team and Group

Democratic Services and Transformation Team in the Corporate Group

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):

Tenant and leaseholder representatives and any staff members who work on Policy, Key Decisions or other governed decisions and activity

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:

Association for Democratic Services Officers (ADSO) are supporting in writing the constitution The Governance Design Working Group, made up of a politically balanced mix of members and officers, are helping to shape the direction.

Legal input has been sought throughout the duration of the change, with Head of Legal Tom Lewis being a core member of the project team.

The Leadership Team have been engaged as required to ensure their impacts are being captured.

Internal Audit has also had insight into the proposal.

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

Civic Affairs 4th March 2025

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?

Through the Governance Design Group, we have attempted to capture Equality Impacts as conversations progressed. The Governance Design Group will also be doing a full EQIA once all feedback and changes have been identified and adopted in May 2025. By adopting a more efficient, transparent, and accountable structure now, the Council would place itself in a better position to engage the public around its decision making. If there are improvements to how decisions are made and how the public are engaged then this has the potential to better support the council to meet its Public Sector Equality Duty.

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

No equality impacts have been identified specific to age.

(b) Disability

No equality impacts have been identified specific to disability.

Pending approval of the proposal, the project team has already begun understanding how to ensure our Constitution is accessible to different applicable technologies, aligning to web accessibility best practice.

(c) Gender reassignment

No impacts have been identified specific to this equality group.

(d) Marriage and civil partnership

No impacts have been identified specific to this equality group.

(e) Pregnancy and maternity

[Click here to enter text.](#) There is an impact relating to maternity (people with young children). Wherever possible we have allowed for substitutes on all committees that allow it.

(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 impacts have been identified specific to this equality group.

(g) Religion or belief

Whilst there are no anticipated impacts relating to religion or belief, some committee meetings may take place on religious or cultural holidays which often can not be avoided due to scheduling

conflicts and availability. It should be noted that this impact is not specific to the proposal, and is a wider recognised issue within the political governance system.

(h) Sex

There is an impact relating to women, who are more likely to have caring responsibilities for children and other relatives. Wherever possible we have allowed for substitutes on all committees that allow it.

(i) Sexual orientation

No impacts have been identified specific to this equality 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.
- People of any age with care experience – this refers to individuals who spent part of their childhood in the care system due to situations beyond their control, primarily arising from abuse and neglect within their families. The term “Care experience” is a description of a definition in law, it includes anyone that had the state as its corporate parent by virtue of a care order in accordance with the Children Act 1989 and amendments.
- 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_l59kt25q).

This project does recognise the national policies regarding Member remuneration has negative impacts on many groups who may want to be involved in local politics but cannot financially afford the ability to do so.

Outside of the groups stated,

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 EqIA accordingly.)

As noted – the Governance Design Group has collectively been identifying and noting impacts throughout this project.

This proposal will go through Civic Affairs and Full Council for decision where we anticipate further impacts are likely to be impacted. Those impacts will be picked up in a refined EQIA to take place before the AGM in May (pending approval).

If approved, the proposal will go live in May 2025. From here we will have a 9 month check-in – this will be our opportunity to make any changes or amends based on how the model has been working. We also anticipate that any equality impacts not already considered, will be raised here for mitigation.

12. Do you have any additional comments?

One key part of this governance review will be to re-familiarise Officers with the importance of EQIAs and how, where relevant, an accurate EQIA could trigger a more thorough governance review pending consultation with relevant Councillors.

It should also be noted that for the next year the Equalities Panel will continue as part of this review, and it will be reviewing how the Panel can better support decision making relevant to the public sector equality duty as part of the new political governance process.

13. Sign off

Name and job title of lead officer for this equality impact assessment: Aiesha Feldwick

Names and job titles of other assessment team members and people consulted: Dan Kalley.

Date of EqlA sign off: 24.02.2025

Date of next review of the equalities impact assessment: May 2025

Date to be published on Cambridge City Council website: N/A

All EqlAs need to be sent to the Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk