

# Initial Equality Impact Assessment



**Department**

Planning, Transportation and Estates

**Section**

Corporate Economy and Europe Unit

**Officer responsible for the assessment**

Glenn Caplin

**Date of Assessment (dd/mm/yyyy)**

26 February 2009

**New Existing**

New

**Name of policy/procedure/function being assessed**

Convergence Team

**If the policy/procedure is available on the internet/intranet please provide the link:**

**If there are any other policies associated or linked with this one, please note them here**

**1. Briefly describe the aims and purpose of the policy / procedure / function**

This project will fund the creation of the Cornwall Council (CC) Convergence Support Team (CST) to act as the main point of contact within CC for European Regional Development Fund (ERDF) Convergence activity. The team will be hosted within the Economy and Europe Section of the Planning, Transportation and Estates Directorate, based at New County Hall and will be made up of five members of staff:

Team leader

Policy Officer (Innovation and Enterprise)

Policy Officer (Communities)

Admin. Assistant

Private Sector Engagement Officer

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The team will provide a single voice for CC within the programme, linking those staff in the Council involved in the development and delivery of projects with partners engaged in the delivery of the programme, including the Convergence commissioning teams and those responsible for the delivery of Strategic Investment Frameworks. The CST will co-ordinate CC's inputs to the programme, ensuring that the council adopts a strategic approach and is able to provide appropriate support to its partner organisations. The Private Sector Engagement officer will ensure that the Public Sector (and the RDA) have a strong mechanism into the private sector. This will ensure that their work is aligned to the needs of the economy and programmes are planned that will deliver a step change towards economic transformation.

## **2. Are there any associated objectives of the policy / procedure / function?**

## **3. Who is intended to benefit from this policy / procedure / function?**

The direct beneficiaries of this project will be the employees and members of CC, although the people of Cornwall will benefit from an improved Convergence ERDF Programme, with appropriate input from Cornwall's elected local authority.

## **4. What outcomes are wanted from this policy / procedure / function?**

The activities of the project do not directly contribute to the outputs of the Convergence Operational Programme. Nevertheless, they do actively contribute in an important indirect way: building technical expertise inside the Council will ensure that the Council's inputs in some key areas will make a significant contribution to the successful delivery of the programme.

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**5. What factors/forces could contribute/detract from the outcomes?**

If the staff are not employed.

**6. Who are the main stakeholders in relation to the policy / procedure / function?**

Cornwall County Council/ RDA/ CBP

**7. Who implements the policy / procedure / function?**

Corporate Economy and Europe Unit

**8. Who is responsible for the policy / procedure / function?**

Corporate Economy and Europe Unit

**9. Are there any concerns that the policy / procedure / function could have a differential impact on RACIAL groups?** Yes  No

Please explain

What evidence do you have to support this?

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**10. Are there any concerns that the policy / procedure / function could have a differential impact on GENDER (including TRANSGENDER)** Yes  No

Please explain

What evidence do you have to support this?

**11. Are there any concerns that the policy / procedure / function could have a differential impact on DISABILITY?** Yes  No

Please explain

What evidence do you have to support this?

**12. Are there any concerns that the policy / procedure / function could have a differential impact on SEXUAL ORIENTATION** Yes  No

Please explain

What evidence do you have to support this?

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**13. Are there concerns that the policy / procedure / function could have a differential impact due to AGE?** Yes  No

Please explain

What evidence do you have to support this?

**14. Are there concerns that the policy / procedure / function could have a differential impact due to RELIGION OR BELIEF?** Yes  No

Please explain

What evidence do you have to support this?

**15. Could the differential impact identified in 9-14 amount to there being the potential for adverse impact on this policy?** Yes  No

Please explain

What evidence do you have to support this?

**16. If yes to Question 15, can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?** Yes  No

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**RACIAL**

**GENDER** (including **TRANSGENDER**)

**DISABILITY**

**SEXUAL ORIENTATION**

**AGE**

**RELIGION OR BELIEF**

**17. Does this policy /procedure/ function have any effect on good relations between the Council and the community** Yes  No

If it **PROMOTES** good relations - explain how

The Convergence programme will hopefully have a beneficial impact on the Community therefore this project will assist in achieving this.

If it **DAMAGES** good relations - explain how

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**18. Should the policy / procedure / function proceed to a full equality impact assessment?**

Yes  No

If **yes**, describe why, then proceed to a full EIA

If no, but some actions have been identified, please complete the below action plan in full

ACTION	KEY MILESTONES	PERSON(S) RESPONSIBLE	DEADLINE
All jobs to be advertised through and open, transparent and fair procedure	March 2009	Glenn Caplin	May 2009
Statement on the advert that Cornwall County Council will not discriminate and will promote equality of opportunity.	March 2009	Glenn Caplin	May 2009
Commitment to advertise widely to try and encourage under-represented in employment	March 2009	Glenn Caplin	May 2009
Jobs to be advertised as part-time/ job share/ flexible (including working from home) working	March 2009	Glenn Caplin	May 2009
Ensure work venues are accessible		Team Leader	End of project
All new recruits to be briefed about the CC corporate policies in relation to Equality	June 2009	Glenn Caplin	June 2009
All venues to be fully accessible		Team Leader	End of project

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Communication material to be made in a variety of formats		Team Leader	End of project
Monitoring of staff profiles	Continuous		Continuous
Champion the cross cutting themes in project work	Continuous	All staff	End of project
Attend equality training	Jul 2009	All Staff	End of project

If more actions are required additional lines can be added by:

- pressing the tab button in the bottom right hand corner cell; or
- go to 'Table' 'Insert' 'Row Above/Below'

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**Name of Completing Officer** Glenn Caplin

**Date** 26 February 2009

**Name of Departmental Co-ordinator** Becki Richards

**Date** 2 March 2009

**Checked off by departmental co-ordinator?** Yes  No

## NOTE TO EDITORS

**Saving the form whilst partly completed:** Please save the file in the normal way. When you wish to continue completing the form please open the file from where you saved it and continue editing

### **Submit the EIA via email:**

Please attach this form to an email and send to 'Chief Execs - Equality General Mailbox' (this will go to the Corporate Equality and Diversity Team)