

EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact community.planning@west-dunbarton.gov.uk

Section 1: Policy/Function/Decision (PFD) Details	
A PFD is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.	
Name of PFD:	Options for revision of Care of Gardens scheme
Lead Department & other departments/ partners involved:	Environmental and Neighbourhood
Responsible Officer	Ronnie Dinnie
Impact Assessment Team	Ronnie Dinnie, Ian Bain, Ricardo Rea
Is this a new or existing PFD?	Revised
Start date of EIA: 24/10/2017	End date of EIA: 26/10/2017
Who are the main target groups/ who will be affected by the PFD ?	Users and potential users of the Care of Garden Scheme, options for producing a sustainable service to people in West Dunbartonshire. Options are required as the current model is not sustainable
Is the PFD Relevant to the General duty to eliminate discrimination, promote equal opportunities or foster good relations? Please enter brief detail	Yes, in terms of all three parts but especially equality of opportunity
Yes:	If yes, complete all sections, 2-8
	If no, complete only sections 1 and 8
	If don't know, complete sections 2 & 3 to help assess relevance

Section 2: Evidence

Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

Available evidence:

Consultation/ Involvement with community, including individuals or groups or staff as relevant	Discussion among officers from across services
Research and relevant information	Since the scheme was introduced the number of users has increased greatly. The cost has risen correspondingly, and is likely to consider rising. The service is the only such provided by a Local Authority in Scotland and is heavily subsidised in its current form. Warwick University Resources on impact on different groups of austerity some groups have been impacted upon differently to others
Officer knowledge	Policy, Planning and Performance Team, Greenspace Team
Equality Monitoring information – including service and employee monitoring	
Feedback from service users, partner or other organisation as relevant	
Other	

Are there any gaps in evidence? Please indicate how these will be addressed

Measure to address these	

Note: Link to Section 6 below Action Plan to address any gaps in evidence

Section 3: Involvement and Consultation

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
			Race
			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity

			Cross cutting
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Note: Link to Section 6 below Action Plan

Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race			x
Sex Overall women are more likely to be income deprived, partly because of gender pay gap and partly because they are more likely to be single parents and/or carers		Options 1, 2 and 3 Increased cost proposals could negatively affect women more than men in that absorbing a cost rise may be more difficult. However the overall charge can be payed flexibility, and at £70 the service is heavily subsidised	
Gender Re-assignment			x
Disability Disabled people are more likely to be	Option1 or Option 3 A proposal for free services to	Option 2 If a free service was removed	

<p>income deprived than non-disabled people</p>	<p>disabled people only would likely have a positive impact on disabled people, if they able to show that they meet the criteria for a free service</p> <p>However it is noted that many disabled people will be willing and capable of doing some or all of the gardening they want to do</p>	<p>everyone including for disabled people who on average are more likely to be income deprived than non- disabled people then relatively speaking they may find it more difficult to meet the charge</p> <p>However the overall charge can be payed flexibility, and at £70 the service is heavily subsidised</p> <p>However it is noted that many disabled people will be willing and capable of doing some or all of the gardening they want to do</p>	
<p>Age</p> <p>On balance older people have fared better than younger people during austerity in terms of the real value of Welfare Benefits they receive e.g. state pensions have been protected compared to out of work and in work benefits</p>	<p>Those over state pension age</p> <p>Option 1 or 2</p> <p>A free service proposal for those of state pension age, would be an advantage to those compared to those under state pension age</p>	<p>Those under state pension age</p> <p>Option1</p> <p>The proposal to charge would have some negative effect on those under state pension age compared to those over it.</p> <p>However the overall charge can be payed flexibility, and at £70 the</p>	

		service is heavily subsidised	
Religion/ Belief			X
Sexual Orientation			X
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			X
Crossing cutting		<p>There is an opportunity when making changes to advertise the service as widely as possible to different groups</p> <p>If the take up of the scheme decreased the this might decrease the number of seasonal workers employed by the external provider potentially affecting seasonal local employment</p>	
<i>Note: Link to Section 6 below Action Plan in terms of addressing impacts</i>			
Section 5: Addressing impacts Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan			
1. No major change			

<p>2. Continue the PFD</p>	<p>Option 1 Free service to those of state pension age, and disable people, £70 charge to others</p> <p>It is a legitimate aim of the Council to provide sustainable services. The proposals are designed to reduce the funding gap in a sustainable fashion. Whilst there may be a small negative effect on some groups this is considered proportionate to sustain a subsidised service that supports a desirable outcome in terms of general environment.</p> <p>The current scheme and scheme as revised, also helps those who cannot fully manage their garden to still be involved in its upkeep</p> <p>Option 2</p> <p>The service would be available to disabled people for a £70 charge</p> <p>Option 3</p> <p>The service would be available to those over state pension age for a £70 charge</p> <p>All options noted above would have relative winners and losers</p>
<p>3. Adjust the PFD</p>	

4. Stop and remove the PFD	
Give reasons:	
<i>Note: Link to Section 6 below Action Plan</i>	

Section 6: Action Plan describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation				
Action	Responsible person	Intended outcome	Date	Protected Characteristic
Options 1 and 3 Decide on what proxy measure for disability will be used, e.g. recipient of Disability Living Allowance, and/or PIP and or Attendance Allowance	Ronnie Dinnie	To ensure a consistent, fair and efficient approach	Before introduction	Disability

<p>Options 1, 2 and 3</p> <p>Ensure that publicity is targeted in way that reaches people from all projected groups, for example through the West Dunbartonshire Equality Forum contacts.</p>	<p>Ronnie Dinnie</p>	<p>To help ensure that people from all groups are aware of the scheme, eligibility criteria and how to apply</p>	<p>in good time ahead of introduction</p>	<p>Cross cutting</p>
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Are there any negative impacts which cannot be reduced or removed? please outline the reasons for continuing the PFD

As noted there may be some disadvantage to people below state pension age and to women, however this is considered proportionate to aid sustainability of a still heavily subsidised service in the longer term

Section 6a: Procurement Actions, Record of Equality issues for Procurement.

Complete this section if there is any procurement involved in this Policy which may require action to eliminate discrimination, advancing equality or fostering good relations: **If there is no procurement involved go straight to section 7.**

Confirm that you have read the WDC guidance on equality and procurement if relevant. Y/N

Question	Measure	Specification
<p>What attitudes / skills should staff have to meet needs of the range of people from equality groups</p>		

What measures are required to ensure that the supplies, services or works are accessible for to people from equality groups (this includes physical access and access to information/ communication)		
What arrangements are required to ensure that the supplies, services or works respond to particular religious or cultural requirements?		
What arrangements are required to ensure that the supplies, services or works meet the needs of equality groups		
Any other equality issues that should be taken into account in the contract specification:		

Section 7: Monitoring and review

Please detail the arrangements for review and monitoring of the policy

How will the PFD be monitored? What equalities monitoring will be put in place?	
When will the PFD be reviewed?	
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	

Section 8: Signatures

The following signatures are required:

Lead/ Responsible Officer:	Signature:	Date:
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EIA Trained Officer:	Signature: Ricardo Rea	Date: 26/10/2017
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