

Equality Impact Assessment – Screening Form

For employees and/or communities

Section 1: Proposal details

Directorate / Service Area:		Person undertaking the assessment:	
Place and Economy		Name:	Sheryl French
Proposal being assessed:		Job Title:	Assistant Director Climate Change and Energy Services
Environment Fund: Resources for low carbon delivery		Contact details:	01223 728552
Business Plan Proposal Number: (if relevant)	N/A	Date commenced:	6/12/21
		Date completed:	6/12/21
Key service delivery objectives:			
<p><i>Include a brief summary of the current service or arrangements in this area to meet these objectives, to allow reviewers to understand context.</i></p> <p>The Climate change and Energy Services (CCES) team is now delivering and managing a £100+million pipeline of energy investments. These projects are to deliver the ambitions of the Council's Climate Change and Environment Strategy. A £16million Environment Fund was set up to facilitate and deliver capital projects to reduce carbon emissions and it is funding from this pot being requested to support additional capacity to deliver capital low carbon projects.</p>			
Key service outcomes:			
<p><i>Describe the outcomes the service is working to achieve</i></p> <p>The Climate Change and Energy Service works in two areas:</p> <ul style="list-style-type: none"> • Climate change and environmental policy • Development and delivery of energy and low carbon projects to reduce the Council's and Cambridgeshire's carbon footprint to net zero. 			
What is the proposal?			
<p><i>Describe what is changing and why</i></p> <p>The proposal is to recruit additional staff capacity and skills to support delivery of the £100+million capital low carbon energy programme.</p>			
What information did you use to assess who would be affected by this proposal?			

For example, statistics, consultation documents, studies, research, customer feedback, briefings, comparative policies etc.

- The number of staff currently working on the capital low carbon programme;
- Resource comparisons for other capital programmes
- Analyses of the skills and competencies of the existing team
- Analysis of average hours worked by existing team members on projects
- Feedback from colleagues on skills and capacity gaps in the team
- Lessons learnt on construction of two major energy projects

Are there any gaps in the information you used to assess who would be affected by this proposal?

If yes, what steps did you take to resolve them?

N/A

Who will be affected by this proposal?

A proposal may affect everyone in the local authority area / working for the local authority or alternatively it might affect specific groups or communities. Describe:

- *If the proposal covers all staff/the county, or specific teams/geographical areas;*
- *Which particular employee groups / service user groups would be affected;*
- *If minority/disadvantaged groups would be over/under-represented in affected groups.*

Consider the following:

- *What is the significance of the impact on affected persons?*
- *Does the proposal relate to services that have been identified as being important to people with particular protected characteristics / who are rurally isolated or experiencing poverty?*
- *Does the proposal relate to an area with known inequalities?*
- *Does the proposal relate to the equality objectives set by the Council's Single Equality Strategy?*

The proposal will positively impact the current members of the team as there will be additional capacity and skills to manage the capital programme and its delivery risks. This will also benefit colleagues and project partners as better planning and programming for governance and project deadlines can be met.

Section 2: Identifying impacts on specific minority/disadvantaged groups

Consider each characteristic / group of people and check the box to indicate there is a foreseeable risk of them being negatively impacted by implementation of the proposal, including during the change management process.

You do not need to be certain that a negative impact will happen – at this stage it just needs to be foreseeable that it could, unless steps are taken to manage this.

Scope of this Equality Impact Assessment					
<i>Check box if group could foreseeably be at risk of negative impact from this proposal</i>					
Note *= protected characteristic under the Equality Act 2010					
*	Age	<input type="checkbox"/>	*	Disability	<input type="checkbox"/>
*	Gender reassignment	<input type="checkbox"/>	*	Marriage and civil partnership	<input type="checkbox"/>
*	Pregnancy and maternity	<input type="checkbox"/>	*	Race	<input type="checkbox"/>
*	Religion or belief (including no belief)	<input type="checkbox"/>	*	Sex	<input type="checkbox"/>
*	Sexual orientation	<input type="checkbox"/>			
	Rural isolation	<input type="checkbox"/>		Poverty	<input type="checkbox"/>

Next steps:

If you have checked one or more boxes above, you should complete a full Equality Impact Assessment form.

If you have not checked any boxes, please continue to complete this screening form.

Section 3: Explanation of ‘no foreseeable risk’ EIA screening

Explain why this proposal will not have a foreseeable risk of negative impact for each group. Provide supporting evidence where appropriate. Where the same explanation applies to more than one group, state it in the ‘Reasons’ column for the first relevant group and put ‘as per [first group name] above’ to reduce duplication.

For example: *‘This proposed process combines two previous processes which both had robust EIAs prior to implementation. This process does not introduce any new content. So, no foreseeable risk of negative impact has been identified.’*

		Characteristic / group of people	Explanation of why this proposal will not have a foreseeable risk of negative impact
1	*	Age	This proposal is seeking additional capacity and skills to support the delivery of a £100m capital programme and will not negatively impact this group.
2	*	Disability	As above.
3	*	Gender reassignment	As above.
4	*	Marriage and civil partnership	As above.
5	*	Pregnancy and maternity	As above.
6	*	Race	As above.
7	*	Religion or belief (including no belief)	As above.
8	*	Sex	As above.
9	*	Sexual orientation	As above.
10		Rural isolation	As above.
11		Poverty	As above.


Section 4: Approval

Note: if there is no information available to assess impact, this means either information should be sought so this screening tool can be completed, or information should be gathered during a full EIA.

I confirm that I have assessed that a full Equality Impact Assessment is not required.

Name of person who completed this EIA:	Sheryl French
Signature:	
Job title:	Assistant Director of Climate Change and Energy Services
Date:	06/12/21

I have reviewed this Equality Impact Assessment – Screening Form, and I agree that a full Equality Impact Assessment is not required.

Name:	Steve Cox
Signature:	
Job title: <i>Must be Head of Service (or equivalent) or higher, and at least one level higher than officer completing EIA.</i>	Executive Director, Place and Economy
Date:	07.12.21