

Equality Impact Assessment (EqIA)

Before completing this EqIA please ensure you have read the EqIA Guidance Notes

Title	Restructure of Operational management with Dorset Council Waste team and possible relocation of managers to different depots		
Date assessment started:	18/11/2019	Version No:	002
		Date of completion:	20/02/2020

Type of Strategy, Policy, Project or Service:

Is this Equality Impact Assessment (please put a cross in the relevant box)

Existing:	<input type="checkbox"/>	Changing, update or revision:	<input type="checkbox"/>
New or proposed:	<input checked="" type="checkbox"/>	Other (please explain):	<input type="checkbox"/>

Is this Equality Impact Assessment (please put a cross in the relevant box)

Internal:	<input checked="" type="checkbox"/>	External:	<input type="checkbox"/>	Both:	<input type="checkbox"/>
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Report Created By:

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Job Title:	Head of Waste Operations
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Members of the assessment team:	

Step 1: Aims

What are the aims of your strategy, policy, project or service?
To restructure the Waste Management team, under the Head of Waste Operations, following on from Trange 1b restructure in Dorset Council (for more information on this restructure see Dorset Council Tranche 1 restructure).
Due to the disaggregation of the Christchurch area to Bournemouth Christchurch and Poole Council and the loss of the Transport & Operations manager there is a probable relocation of some, or all, of the 3 remaining operations managers.
What is the background or context to the proposal?
During the formation of Dorset Council, the fleet maintenance function was combined across all of Dorset Council and this team sits under the Head of Waste Operations in Place based services. As part of the tranche 1b restructure a new post of Service Manager for Fleet Maintenance was created and the Transport and Operations Managers post was deleted.
With the formation of Dorset Council (DC) and Bournemouth Christchurch and Poole Council (BCP) the waste function in the Christchurch area was delegated to DC until 31

March 2020. As of 01 April 2020 this function will pass to BCP with staff being TUPE'd into BCP and assets passing to BCP.

This means that the operations manager who covers East Dorset and Christchurch area will lose the Christchurch area but is remaining with DC and not transferring to BCP.

The Commercial and Operations Manager post to be changed to an Operations Manager post at grade 13 to bring it into line with the other two managers. Now that the Commercial Services Manager, and the garden and trade waste teams have been established there is no longer a need for a specific operations manager to liaise between the teams. There is an expectation moving forward that these teams will work directly with the area operations managers on any operational issues that occur.

The 3 operations managers will continue in role but with a change of service area, which will result in a change of work location

To review the areas that the three operations managers are responsible for with a proposal that the new areas are:-

- Weymouth and Wareham depots
- Ferndown and Shaftesbury depots
- Poundbury and Bridec depots

The boundaries of these proposed areas are open to consultation and review to balance off any differences between areas.

The implementation date is planned for 01 April 2020.

Step 2: Intelligence and Communication

What data, information, evidence and research was used in this EqIA and how has it been used to inform the decision-making process?

- Dorset Waste Partnership Operational Management Consultation 2020 Consultation Paper Version 2
- 06 January 2020 Personal data from DES (local authority Employee Information System)

Once the above paper was issued, communications commenced with the affected staffing group via individual consultation meetings, where the consultation paper will be discussed.

What data do you already have about your service users, or the people your proposal will have an impact on?

Data included in Step 3: Assessment is taken as from personal data inputted into DES (the Local Authority Employee Information System). These figures have been included within the Equality Impact Assessment itself, wherever possible. However, this is a small team and some of the information would identify individuals and therefore is not used here.

It should also be noted that the information on DES is reliant on employees populating these fields themselves and as this is not mandatory; there has been no information recorded. Considering the above and that this is a small team, views will be sought from each individual and the impact assessed.

There will be an opportunity to gather further details about those with protected characteristics, for example if they have any additional requirements or are in a caring role.

What engagement or consultation has taken place as part of this EqIA?

- Informal consultation.
- Consultation involving Trade Unions; Formal Consultation Process commenced on 14 Aug 2019.
- The following table gives the timeline for the consultation period:

Action	Date
Pre-meet with unions and send copy of consultation paper to the unions	WC 16/12/2019
Individual consultation meetings for staff, at which a copy of the consultation paper will be given and discussed.	06/01/2020
End of formal consultation period	19/02/2020
Formal management response to consultation on proposal for change– issue document to staff and unions	06/03/2020
Implementation of new structure	01/04/2020

Is further information needed to help inform this proposal?

No?

How will the outcome of consultation be fed back to those who you consulted with?

A copy of this EqIA will be sent to those affected and shared with the relevant unions.

Step 3: Assessment

Who does the service, strategy, policy, project or change impact?

- If your strategy, policy, project or service contains options you may wish to consider providing an assessment for each option. Please cut and paste the template accordingly.

For each protected characteristic please choose from the following options:

- Please note in some cases more than one impact may apply – in this case please state all relevant options and explain in the ‘Please provide details’ box.

Positive Impact	<ul style="list-style-type: none"> • Positive impact on a large proportion of protected characteristic groups
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	<ul style="list-style-type: none"> • Significant positive impact on a small proportion of protect characteristics group
Negative Impact	<ul style="list-style-type: none"> • Disproportionate impact on a large proportion of protected characteristic groups • Significant disproportionate impact on a small proportion of protected characteristic groups.
Neutral Impact	<ul style="list-style-type: none"> • No change/ no assessed significant impact of protected characteristic groups
Unclear	<ul style="list-style-type: none"> • Not enough data/evidence has been collected to make an informed decision.

Age:	<i>Neutral Impact</i>
What age bracket does this affect?	20-29- 40-49- 33% 50-59- 66%
Please provide details:	All staff will be treated equally regardless of age.

Disability:	<i>Neutral Impact</i>
Does this affect a specific disability group?	Employee data does not identify any specific disability characteristics for any of these individuals. Nothing has been declared during this process.
Please provide details:	If any identified disability issues are identified reasonable adjustments would be put in place.

Gender Reassignment & Gender Identity:	<i>Neutral Impact</i>
Please provide details:	No information has been declared as Dorset Council does not ask for this data, as such we are not able analyse as to whether there would be impact at this present time. However, all staff will be treated equally regardless of gender.

Pregnancy and maternity:	<i>Neutral Impact</i>
Please provide details:	Currently there are no staff on maternity, paternity or adoption leave.

Race and Ethnicity:	<i>Neutral Impact</i>
Please provide details:	All staff will be treated equally regardless of race or ethnicity.

Religion or belief:	<i>Neutral Impact</i>
Please provide details:	All staff will be treated equally regardless of religion or belief

Sexual orientation:	<i>Neutral Impact</i>
Please provide details:	No impacts have been declared or identified. All staff will be treated equally regardless of sexual orientation. DC does not collect robust information as this is optional.

Sex:	<i>Neutral Impact</i>
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Please provide details:	<p>Male- 100%</p> <p>No impacts have been identified at this stage. All staff will be treated equally regardless of sex.</p> <p>All depots have designated Male and Female facilities.</p>
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Marriage or civil partnership:	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified.

Carers:	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified at this present time.

Rural isolation:	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified.

Single parent families:	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified.

Poverty (social & economic deprivation):	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified.

Military families/veterans:	<i>Neutral Impact</i>
Please provide details:	No impacts have been identified.

Step 4: Acton Plan

Provide actions for **positive**, **negative** and **unclear** impacts.

If you have identified any **negative** or **unclear** impacts, describe what adjustments will be made to remove or reduce the impacts, or if this is not possible provide justification for continuing with the proposal.

Issue	Action	Person(s) responsible	Deadline	How will it be monitored?
Consultation with affected employees	Consultation period will take place from 06/01/2020-19/02/2020, this will provide the opportunity for employees affected to put forward their views.	Mike Moon	19/02/2020	Outcome of the consultation will be shared with employees and unions.
Informing employees of outcome of consultation	A formal management response to consultation on proposal for change is issued to employees and unions.	Mike Moon	06/03/2020	
Implementation of new location	New location would be implemented on 01/04/2020	Mike Moon	01/04/2020	Employees made aware through formal response

Step 5: EqlA Sign Off

Officer completing this EqlA:	Mike Moon	Date:	20/02/2020
Equality Lead:	Susan Ward-Rice	Date:	05/03/2020
Equality & Diversity Action Group Chair:	Susan Ward-Rice	Date:	05/03/2020