

Integrated Impact Assessment

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| Name of the service, policy, strategy or project being assessed | Change policy | | |
| What does the service, policy, strategy or project do? | The change policy provides guidance to employees and managers undertaking organisational change, including information on restructures, redundancy, and redeployment. | | |
| Who is it intended to benefit and how? | The Policy protects the rights of individual employees by ensuring the council adheres to the ACAS code of practice. It supports managers to undertake change which benefits the organisation. | | |
| Officer responsible for completing the assessment | Hollie Walmsley | | |
| Date of Assessment | | Date of Review | 30.06.2023 |

Introduction

What is an Integrated Impact Assessment?

The integrated impact assessment is a tool to ensure that any policy, project or service is assessed to consider any positive or negative impacts for Chorley residents with regards to equalities, health or sustainability. It is important that this is done in a timely manner and ideally it should precede the start of the project, policy or strategy concerned.

Why do we need to do Impact Assessments?

Chorley Council is committed as a community leader, service provider and employer that we will work to ensure that everybody is afforded equality of opportunity and good life chances. The Impact Assessment is a tool we use to ensure that we fulfil these commitments, and thus meet our legal duties.

Quick Steps for Completion

1. There are four sections;
 - Equality – This section considers the impact on our 10 equality strands, which are; age, disability, gender re-assignment, pregnancy and maternity, race, religion and belief, rurality, marriage and civil partnerships, sex and sexual orientation.. When completing this section, reference should be made to the Council's [Equality Scheme](#)
 - Health – the impact on potential health impacts. There is a link in the section to the current public health observatory information
 - Reputation – the impact on the Council's reputation and our ability to deliver our key priorities. Reference should be made to the Council's [Corporate Strategy](#)
 - Sustainability – the impact on environmental and sustainability issues. Reference should be to the climate change strategy
- Each section has a number of questions which should be given a rating, and evidence given for why the rating has been selected.

Code Description

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|----|-----------------------------------|
| P | Positive beneficial impact |
| N | Negative undesirable impact |
| U | Uncertainty over impact |
| NI | No specific impact/neutral impact |

2. Actions – Once a rating is given, actions should be identified to mitigate any negative impacts or maximise any positive impacts of the policy/project/strategy that is being assessed.
3. Once the toolkit has been completed, changes should be made to the policy/project/service to respond to any actions identified.

Storage and review

Once completed and signed off, all Integrated Impact Assessments should be sent to the Performance and Partnerships Team.

Existing assessments should be reviewed every two years.

If you require further information, please contact Kate Cronin – kate.cronin@chorley.gov.uk, 5348

| Equality Impact Assessment | Yes | No | Evidence | | | | Further action required |
|---|-----|----|----------|----|--|--|---|
| 1. Have consultations with relevant groups, organisations or individuals indicated that this particular activity will create problems which are specific to them? | x | | | | | | Consultation feedback collated and changes made. |
| What potential impact does this activity make to: | | | | | | | |
| | P | N | U | NI | Evidence | | Further action required |
| 1. Equality of opportunity amongst customers of different ages (Age) | | | | x | Policy applies to all employees regardless of age. | | Continue to monitor age protected characteristic during change to ensure certain age groups are not adversely affected by the implementation of the policy. |
| 2. Equality of opportunity amongst with or without a physical or mental disability (Disability) | | | | x | Policy applies to all employees regardless of disability. As above. | | Continue to monitor disability protected characteristic during change plans to ensure employees with disabilities are not adversely affected by the implementation of the policy and to ensure reasonable adjustments have been identified if appropriate. All reasonable adjustments offered and implemented will be monitored for the purposes of equality and diversity. |
| 3. Equality of opportunity amongst customers of different gender backgrounds (Gender Reassignment) | | | | x | Policy applies to all staff regardless of gender | | Continue to monitor gender reassignment protected characteristic during change to ensure certain employees undergoing gender reassignment are not adversely affected by the implementation of the policy and are given the appropriate support. |

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| 4. Equality of opportunity amongst customers who are pregnant or parents (Pregnancy and Maternity) | | | | X | Policy sets out rights and entitlements for pregnant employees. | Continue to monitor parenthood as a protected characteristic during change to ensure parenting employees are not adversely affected by the implementation of the policy and are given the appropriate support. |
| 5. Equality of opportunity amongst customer groups of different racial backgrounds (Race) | | | | x | Policy applies to all employees regardless of race. | Continue to monitor race protected characteristic during change to ensure certain racial groups are not adversely affected by the implementation of the policy. |
| 6. Equality of opportunity amongst customers of different religions (Religion or Belief) | | | | x | Policy applies to all employees regardless of religion or belief. | Continue to monitor religion or belief protected characteristic during change to ensure employees with a certain religion are not adversely affected by the implementation of the policy. |
| 7. Equality of opportunity amongst customers that live in different parts of Chorley (Rurality) | | | | x | Policy applies to all employees regardless of rurality. | Continue to monitor as part of the implementation of policy to ensure all employees have equal access to support and are not adversely affected by the policy due to locality. |
| 8. Equality of opportunity amongst male and female customers (Sex) | | | | X | Policy applies to all employees | Continue to monitor sex protected characteristic during change to ensure employees of a certain gender are not adversely affected by the implementation of the policy. |
| 9. Equality of opportunity amongst customers of different sexual orientations (Sexual Orientation) | | | | X | Policy applies equally to all employees irrespective of sexual orientation. | Continue to monitor sexual orientation protected characteristic during change to ensure employees of a certain sexual orientation are not adversely affected by the implementation of the policy. |
| 10. Equality of opportunity amongst customers who are married or in a civil partnership (Marriage and Civil partnerships) * | | | | x | Policy applies to all employees regardless of marriage or civil partnership. | Continue to monitor relationship status as a characteristic during change to ensure employees with a certain relationship status are not adversely affected by the implementation of the policy. |

| Health Impact Assessment | P | N | U | NI | Evidence | Further action required |
|--|---|---|---|----|----------|-------------------------|
| What potential impact does this activity make upon: | | | | | | |
| 1. Promoting healthy lifestyles for Chorley residents. For the latest Health Observatory information please see the data on this link http://www.apho.org.uk/resource/item.aspx?RID=126958 | | x | | | | |
| 2. Enabling residents to Start Well (pre-birth – 19) | | x | | | | |
| 3. Enabling residents to Live well (16 -75 years) Possible issues to consider are; <ul style="list-style-type: none"> • Promoting healthy settings, healthy workforce and economic development • Promoting mental wellbeing and healthy lifestyles • Reducing avoidable deaths • Improving outcomes for people with learning disabilities | | x | | | | |
| 4. Enabling residents to Age Well (over 65 years). Possible issues to consider are; <ul style="list-style-type: none"> • Promoting independence • Reducing social isolation • Managing long term conditions and dementia • Reducing emergency admissions and direct admissions to residential care settings • Supporting carers and families | | x | | | | |

| Reputational Impact Assessment | P | N | U | NI | Evidence | Further action required |
|--------------------------------|---|---|---|----|----------|-------------------------|
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| Reputational Impact Assessment | P | N | U | NI | Evidence | Further action required |
|--|---|---|---|----|---|---|
| What potential impact does this activity make upon: | | | | | | |
| 1. Chorley Council's reputation. Possible issues to consider are; <ul style="list-style-type: none"> • Proving to local residents that we provide value for money • Informing and engaging with local residents • Building trust and confidence in Chorley Council • Improving customer satisfaction with council services • Chorley Council's role as a community leader | x | | | | Efficient organisation of services and teams. Feedback from the community Public perception Manager assessment Union feedback | Monitoring operation and policy of this procedure |
| 2. Our ability to deliver the Corporate Strategy. Issues to consider are; <ul style="list-style-type: none"> ▪ A council that consults and engages with residents ▪ An ambitious council that continually strives to improve | x | | | | As above. | |

| Sustainability Impact Assessment | P | N | U | NI | Evidence | Further action required |
|--|---|---|---|----|----------|-------------------------|
| What potential impact does this activity make upon: | | | | | | |

| Sustainability Impact Assessment | P | N | U | NI | Evidence | Further action required |
|---|---|---|---|----|----------|-------------------------|
| <p>1. The effective protection of Chorley's environment. Possible issues to consider are;</p> <ul style="list-style-type: none"> • Limiting waste generation & encouraging recycling • Limiting factors that contribute to climate change • Protection of and improving access to the natural environment | | | | x | | |
| <p>2. Prudent usage of natural resources. Possible issues to consider are;</p> <ul style="list-style-type: none"> • Limiting use of non-sustainable energy, water, minerals and materials • Reducing the need to travel and encouraging walking, cycling and low carbon modes of travel | | | | x | | |
| <p>3. Social progress amongst all of Chorley's communities. Possible issues to consider are;</p> <ul style="list-style-type: none"> • Opportunities for education and information • Provision of appropriate and sustainable housing • Reduced fear of crime and community safety • Access to cultural and leisure facilities • Encouraging engagement and supporting volunteering | | | | x | | |

| Sustainability Impact Assessment | P | N | U | NI | Evidence | Further action required |
|--|---|---|---|----|----------|-------------------------|
| 4. A vibrant local economy in Chorley. Possible issues to consider are; <ul style="list-style-type: none"> Supporting better quality jobs and developing the skills of local residents Supporting local business by procuring goods and services locally Strengthening links with public, private and third sector partners | | | | X | | |

* this equality strand is covered by the Public Sector Equality Duty in respect of which the s.149 requires only that due regard be paid to the need to eliminate discrimination, harassment or victimisation or other conduct which is prohibited by the Act.

Integrated Impact Assessment Action Plan

If any further actions were identified through the Integrated Impact Assessment then these should be listed in the table below. These should be added to the relevant business/service plan to ensure that any actions are carried out.

| Actions needed following Integrated Impact Assessment | Start Date | End Date | Lead Officer |
|---|------------|------------|-----------------|
| Continued monitoring | 30.06.2020 | 30.06.2023 | Hollie Walmsley |
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| Actions needed following Integrated Impact Assessment | Start Date | End Date | Lead Officer |
|---|------------|----------|--------------|
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