

# EQUALITY IMPACT ASSESSMENT

## Senior Management Restructure

### VERSION CONTROL

Date	Version	Author	Description of Changes
24.12.23	1	Donna Nolan	

## WATFORD BOROUGH COUNCIL - EQUALITY IMPACT ASSESSMENT

**Stage 1 – Description:** Fact finding (about the policy / service)

<b>Department</b>	Corporate Services		<b>Lead officer responsible for assessment</b>		Donna Nolan	
<b>Service</b>	Senior Leadership Team		<b>Other members of team undertaking assessment</b>		Lee Pound	
<b>Date</b>	234/12/2023		<b>Version 1</b>			
<b>Type of document (mark as appropriate)</b>	<b>Strategy</b>	Plan	<b>Function</b>	Policy	Procedure	<b>Service</b>
<b>Is this a new / existing / revision of an existing document (mark as appropriate)</b>	<b>New</b>		Existing		Revision	
<b>Title and subject of the impact assessment (include a brief description of the aims, outcomes, operational issues as appropriate and how it fits in with the wider aims of the organisation)</b>  <b>Please attach a copy of the strategy / plan / function / policy / procedure / service</b>	<p>The proposed Senior Management Restructure will realign the corporate management team in response to the Council's budget challenges.</p> <p>The final draft proposals include recommendations to delete the posts of Group Head of Democracy and Governance, Executive Director of Corporate, Housing and Wellbeing Services, Executive Head of Strategy &amp; Initiatives (Partnerships &amp; Community) and Executive Head of Strategy &amp; Initiatives (Sustainability &amp; Culture).</p> <p>Full details are included in the Cabinet report and appendices. An equality impact assessment is required to assess the impact of the proposed permanent changes to the posts within the senior management structure.</p>					
<b>Who are the main stakeholders and have they been engaged with? (e.g. general public, employees, Councillors, partners, specific audiences, residents)</b>	<p>Chief Executive, Cabinet, Full Council, Unison, the affected staff group in corporate management team.</p> <p>Informal consultation has taken place with affected staff, the Chief Executive, HR and OD, Unison and members of the opposition group.</p> <p>If the proposals are approved, formal and ongoing consultation will continue with these groups and individuals.</p>					

<b>What consultation method(s) did you use?</b>	An informal consultation period with the affected staff and the trade union has been ongoing since October 2023. This comprises group and individual consultation meetings with affected staff and with trade union representatives. As the postholders have agreed voluntary severance arrangements under Settlement Agreement no formal consultation is required, though the affected staff have the benefit of independent legal advice.
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**Stage 2 - Initial Screening**

<p><b>Who is affected and what evidence have you considered to arrive at this analysis?</b> (This may or may not include the stakeholders listed above)</p>	<p>The posts of Group Head of Democracy and Governance, Executive Director of Corporate, Housing and Wellbeing Services, Executive Head of Strategy &amp; Initiatives (Partnerships &amp; Community) and Executive Head of Strategy &amp; Initiatives (Sustainability &amp; Culture).</p> <p>The Chief Executive and Executive Head of Human Resources &amp; Organisational Development undertook a comprehensive review of the senior management structure.</p>
<p><b>Who is intended to benefit and how?</b></p>	<p>The proposals are intended to help the council manage its Medium Term Financial Strategy, but also with a view to succession building in the organisation and the development and retention of the council's future leaders.</p>
<p><b>Could there be a different impact or outcome for some groups?</b></p>	<p>No</p>
<p><b>Does it include making decisions based on individual characteristics, needs or circumstances?</b></p>	<p>No, as it affects the posts not the person.</p>
<p><b>Are relations between different groups or communities likely to be affected? (eg will it favour one particular group or deny opportunities for others?)</b></p>	<p>No, aspects of the roles will be redistributed within the remaining senior management structure. Full details are included in the Cabinet report and appendices.</p>
<p><b>Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?</b></p>	<p>No</p>

Is there an actual or potential negative impact on these specific characteristics? (Please tick)								
Age	Y	N	Marriage & civil partnership	Y	N	Religion & belief	Y	N
Disability	Y	N	Pregnancy & maternity	Y	N	Sex	Y	N
Gender reassignment	Y	N	Race	Y	N	Sexual orientation	Y	N
<p><b>What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts</b></p> <p>As set out in the Cabinet paper and appendices.</p> <p>Following implementation of the new structure, some reporting lines may change for staff on levels below tiers 2 and 3.</p>							<p><b>Consultation/ involvement carried out</b></p>	
							Yes	No
Age	<i>Does this service provide any impact for different age groups? If so what is this?</i>							No
Disability	<i>Does this service provide any impact for disabilities? If so what is this?</i>							No
Gender reassignment	<i>Does this service provide any impact for those who have undergone gender reassignment? If so what is this?</i>							No
Marriage & civil partnership	<i>Does this service provide any impact for people who are married or have a civil partner?</i>							No
Pregnancy & maternity	<i>Does this service provide any impact for women who are pregnant or on maternity leave?</i>							No
Race	<i>Does this service provide any impact for people from a particular race? If so what is this?</i>							No
Religion & belief	<i>Does this service provide any impact for people from different faith groups? If so what is this?</i>							No
Sex	<i>Does this service provide any impact for men or women? If so what is this?</i>							No
Sexual orientation	<i>Does this service provide any impact for people who are gay, lesbian etc.? If so what is this?</i>							No

<b>Proceed to full impact assessment? (Please tick)</b>	<b>Yes</b>	<b>No</b>	<b>Date</b> 24 December 2023
<b>Lead officer sign off</b>	Donna Nolan	<b>Date</b> 24 December 20203	
<b>Head of service sign off</b>	Lee Pound	<b>Date</b> 2 January 2024	

**If yes, proceed to Stage 3. If no, publish the initial screening as part of the suite of documents relating to this issue**