



Equality Impact Assessment (EIA)

1. Topic of assessment

EIA title	Surrey Heritage Budget Savings 2017-18
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EIA author	Gregory Finneron
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2. Approval

	Name	Date approved
Approved by	Peter Milton	01/02/17

3. Quality control

Version number	v1	EIA completed	01/02/17
Date saved	01/02/17	EIA published	30/06/17

4. EIA team

Name	Job title	Organisation	Team role
Gregory Finneron	Project Officer	Surrey County Council	EIA Lead

5. Explaining the matter being assessed

<p>What policy, function or service is being introduced or reviewed?</p>	<p>Surrey Heritage as part of budget setting for the financial year 2017-18 is considering a reduction in staffing levels.</p>
<p>What proposals are you assessing?</p>	<p>The proposal is that in January 2018 the current position of Heritage Manager be removed from the Service.</p>
<p>Who is affected by the proposals outlined above?</p>	<p>Surrey Heritage Staff Cultural Services Leadership Team</p>

6. Sources of information

Engagement carried out
<p>In development of the proposals engagement has been carried out with:</p> <ul style="list-style-type: none"> • Surrey Heritage Manager • Surrey Heritage Staff • Cultural Services Leadership Team • Cabinet Portfolio Holder • Director of Legal, Democratic & Cultural Services <p>In development of the EIA engagement has been carried out with</p> <ul style="list-style-type: none"> • Surrey Heritage Manager • Head of Cultural Services
Data used
<p>No service or demographic data used.</p>

7. Impact of the new/amended policy, service or function

The proposals are designed so that there will be no impact on the frontline service delivery and therefore impact on service users is expected to be minimal.

The impact of the new arrangements is likely to have an impact on Surrey County Council staff in the Heritage Service and the Cultural Services Leadership Team.

There will be an increase in workload as responsibilities are redistributed between the Heritage Senior Management Team and overall management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with protected characteristics, and there is no proposal to alter working patterns in relation to times and permanent location.

7a. Impact of the proposals on residents and service users with protected characteristics

Protected characteristic	Potential positive impacts	Potential negative impacts	Evidence
Age	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Disability	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Gender reassignment	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Pregnancy and maternity	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Race	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Religion and belief	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Sex	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Sexual orientation	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Marriage and civil partnerships	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.
Carers (protected by association)	No positive impacts identified	No negative impacts identified	The proposals are designed so that there will be no impact on the frontline service delivery.

7b. Impact of the proposals on staff with protected characteristics

Protected characteristic	Potential positive impacts	Potential negative impacts	Evidence
Age	No positive impacts identified	No negative impacts identified	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>
Disability	No positive impacts identified	No negative impacts identified	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment</p>

			further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.
Gender reassignment	No positive impacts identified	No negative impacts identified	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>
Pregnancy and maternity	No positive impacts identified	No negative impacts identified	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>

<p>Race</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>
<p>Religion and belief</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>

<p>Sex</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>
<p>Sexual orientation</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>

<p>Marriage and civil partnerships</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>
<p>Carers (protected by association)</p>	<p>No positive impacts identified</p>	<p>No negative impacts identified</p>	<p>There will be an increase in workload as responsibilities are redistributed between the Senior Management Team and management responsibility is potentially transferred to an existing post within the Cultural Services Leadership Team, but there is no indication that this would have a particular adverse effect on staff with this protected characteristic, and there is no proposal to alter working patterns in relation to times and permanent location.</p> <p>Due to the size of the service and the focus of the proposal on one position it is not possible to comment further on the positive or negative impacts to the service as this would potentially enable the identification of individuals.</p>

8. Amendments to the proposals

Change	Reason for change
N/A	N/A

9. Action plan

Potential impact (positive or negative)	Action needed to maximise positive impact or mitigate negative impact	By when	Owner
N/A	N/A	N/A	N/A

10. Potential negative impacts that cannot be mitigated

Potential negative impact	Protected characteristic(s) that could be affected
N/A	N/A

11. Summary of key impacts and actions

Information and engagement underpinning equalities analysis	Engagement with Surrey Heritage Manager to ascertain details of proposals and likely impacts on frontline service delivery, staffing workload and working arrangements.
Key impacts (positive and/or negative) on people with protected characteristics	None identified
Changes you have made to the proposal as a result of the EIA	None identified
Key mitigating actions planned to address any outstanding negative impacts	None identified
Potential negative impacts that cannot be mitigated	None identified