

One Barnet - Equality Impact Assessment

Adults and Communities Full Business Case: CCTV Service

[This document remains live with information being added at each critical milestone]

Project Sponsor:	Mathew Kendall, Assistant of Adult and Communities
Date process started:	29th November 2013
Date process ended:	This is to be confirmed
This EIA is being undertaken because it is:	<input checked="" type="checkbox"/> outlined within the equality scheme relevance assessment table <input type="checkbox"/> part of a project proposal submission to the programme management board <input type="checkbox"/> a result of organisation change <input type="checkbox"/> other – please specify:

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1. Introduction

This report relates to the transfer of the staff employed within Adults and Communities and the Business Case of the CCTV. Employees will be transferred in accordance with the Transfer of Undertakings (Protection of Employment) Regulations 2006 (“TUPE”). Regulations.

The CCTV monitoring service is situated in a purpose built control centre with its own server room with equipment racks, camera screen monitoring room and separate facility for police evidence review. The service operates 365 days per year, 7 days per week, 24 hours per day operating three 8 hour shifts.

The staffing establishment includes 1 FTE Supervisor, 2 FTE Team Leaders and 14.6 FTE Operators. In addition to the full time staff there is a small pool of “As and when’s” who are called upon to cover sickness and other staff shortfalls.

Aims and Objectives CCTV Service

2.1 The three priority outcomes set out in the 2013/14 Corporate Plan are:

- better services with less money;
- sharing opportunities, sharing responsibilities; and
- a successful London suburb.

The overarching aim of the One Barnet programme is:

- to become a citizen centred organisation

To be delivered through the adoption of the below key principles:

- An opportunity for the council to focus on its strategic commissioning role
- Being a wholly Council company allows for surplus or dividend to be paid back to LBB

2.2 The aim of the proposal to implement a CCTV service is aligned within the One Barnet objective of “a new relationship with citizens”. Changing the way the council is structured to provide Adult Social Services will promote choice and independence for residents. This is a strategic fit with the personalisation agenda to roll out personal budgets and direct payments.

2.4 The inward facing Equality Impact Assessment is attached as Appendix 1. At milestone 1 the indication is neutral impact and not anticipated to have a high impact. The total numbers of employees to be transferred is relatively small. Therefore, it is not anticipated that any group of staff who share one or more of the protected characteristics will be adversely affected by the proposals. It is also unlikely that the profile will change in any significant way in the lead up to the transfer date of 1st April 2014.

The equality impact data will be kept under review at Milestone 2 and 3 (conclusion of TUPE consultation) and Milestone 4 (point of transfer).

It is not anticipated that there will be any material changes in location of staff so this would not result in any equality impact.

1.3 Scope of the project

The Council's CCTV service makes an important contribution towards delivering Barnet's Safer Communities Strategy through the identification of incidents leading to police interventions, the provision of evidence to secure prosecutions, by acting as a deterrent, and by increasing residents' perception of safety. This report recommends a cost effective approach to refresh the technology and sustain effective monitoring with the primary aim of improving delivery against the service's community safety objectives.

1.4 Description of the critical milestones

- The staff data will be presented at the General Functions Committee on 20 January 2014.
- To ensure there are no differential impacts on different equality groups the EIA will be approved at the General Functions Committee on 20 January 2014. This transfer is covered by the Council's TUPE Plus agreement that protects employees terms and conditions unchanged for one year.
- Formal employees consultation process are planned and are planned to start formally 21 January 2014.
- Final data report will be Post-transfer April 2014.

1.3 Key Stakeholders

- The key stakeholders of this EIA process are the employees and managers within the project's scope.

2. Any Anticipated Equalities Issues at each milestone and identified mitigation

None

2.1 Milestone 1 - Outset

None

2.2 Milestone 2 - Final Tender Report

At this stage it is anticipated that all employees will remain in their place of work and continue business as usual.

2.3 Milestone 3 – Post-Transfer Review

To be determined

3. Monitoring Summary

3.1 Table 1- Employee EIA Profile of the Adults and Communities (this profile is in accordance with the requirements of the Equality Act 2010 and the Council will collect this information so far as we hold it)

Some of these protected characteristics have changed since the outset data so the data has been revised accordingly.

- There are 14 members of staff in the CCTV section. Their breakdown is shown for gender, age and ethnicity.

Critical Milestones

	Council Comparator data	Project Outset	Confirmation of in scope	Post Transfer		
Number of employees	3183	22.5%	37	14		
Gender	Male	2009	37.4%	6	13	93%
	Female	1174	62.6%	31	1	7.14%
Date of Birth Range	1985-1996	156	4.9%	**	1	7.1%
	1985 -1984	670	21.0%	13	5	36%
	1965-1974	888	27.9%	9	3	21.4%
	1951-1964	1262	39.6%	15	4	29%
	1941-1950	204	6.4%	**	1	7.14%
	<1940	3	0.1%	**	*	*
Ethnic Origin	White: British	1606	50.5%	**	7	43%
	White: Irish	106	3.3%	**	1	7.14%
	Other White	209	6.6%	**		
	White: Greek Cypriot	38	1.2%	**	*	
	White: Turkish Cypriot	17	0.5%	**	*	
	Mixed: White and Black Caribbean	0	0.0%	**	*	
	Mixed: White and Black African	0	0.0%	**	*	
	Mixed: White and Asian	18	0.6%	**		
	Other Mixed	52	1.6%	**		
	Asian and Asian British:	220	6.9%	**	1	

	Indian								
	Asian and Asian British: Pakistani	34	1.1%	**					
	Asian and Asian British: Bangladeshi	25	0.8%	**					
	Other Asian	59	1.9%	**					
	Black or Black British: Caribbean	175	5.5%	**					
	Black or Black British: African	274	8.6%	**					
	Other Black	25	0.8%	**	5				
	Chinese	19	0.6%	**					
	Other Ethnic Group	56	1.8%	**					
	Not declared/Not assigned	250	7.9%	**	*				
Disability	Physical co-ordination	0	0.0%	0	*				
	Hearing	7	0.2%	0	*				
	Vision	3	0.1%	0	*				
	Reduced physical capacity	10	0.3%	0	*				
	Learning difficulties	11	0.3%	0	*				
	Mental illness	5	0.2%	0	*				
	Mobility	9	0.3%	0	*				
	Other disability	9	0.3%	0	*				
	Not stated/assigned	3129	98.3%	0	*				
Faith or Belief	Christian	1484	46.6%	16	4				
	Buddhist	16	0.5%	**					
	Hindu	191	6.0%	**					
	Jain	14	0.4%	**					
	Jewish	98	3.1%	**					
	Muslim	133	4.2%	**	1				
	Sikh	15	0.5%	**					
	Other Faith/religion	113	3.6%	**					
	No religion	528	16.6%	**	4				
	No response on faith	249	7.8%	**	1				
	No form returned	40	1.3%	**	4				
	Atheist	47	1.5%	**					

	Agnostic	39	1.2%	**					
	Humanist	9	0.3%	**					
	Not assigned	207	6.5%	**					
Sexual Orientation	Heterosexual	2138	67.2%	26	8				
	Bisexual	12	0.4%	0					
	Lesbian or Gay	39	1.2%	0					
	prefer not to say	666	20.9%	**	2				
	Not Assigned	328	10.3%	**	4				
Marital Status	Married	1036	32.5%	10	2				
	Single	806	25.3%	**	6				
	Widowed	20	0.6%	**					
	Divorced	92	2.9%	**					
	Civil partnership	7	0.2%	**					
	Cohabiting	38	1.2%	**	1				
	Separated	12	0.4%	**					
	Unknown	1163	36.5%	12					
	Not assigned	9	0.3%	11					

3.2 Evidence

3.2.1 List below available data and research that will be used to determine impact on different equality groups

The revised establishment lists from SAP provide the primary data, plus the 'local knowledge' of heads of service. They will consider the impact of the project on the following, amongst other potential factors:

- Flexible working arrangements and their impacts on parents and carers
- Working from home (as above)
- The impact of moving staff to different work locations
- The impact of potential changes to holidays / term-time working
- The impact on staff of changes to their working culture
- The impact on staff of additional health and safety training
- The impact on staff of a different programme of investment and development

Data used for employee equalities is taken from the information held in SAP at the time.

4. Project Milestone Outcomes, Analysis and Actions

4.1 Summary of the outcomes at each milestone

- Milestone 1 - Outset
- Milestone 2 - Final Tender Report
- Milestone 3 – Post-Transfer Review

4.1.1 Milestone 1 - Outset

The EIA data was reviewed in conjunction with the business case to ensure that the proposed solution identified any equalities implications on staff

4.1.2 Milestone 2 – Final Tender Report

At the end of tender process, one bidder's proposal will be accepted. The EIA will be reviewed in the light of the chosen solution in order to assess the potential impacts on staff in scope. This will occur following the CRC decision on the recommended provider on 16 December. This will be completed ahead of General Functions Committee, so during early January 2014.

4.1.2 Milestone 3 – Post-Transfer Review

The EIA will be reviewed following the close of the project in order to determine the actual impact on staff in scope.

4.2 Actions Proposed

4.2.1 Milestone 1 - Outset

*Were there any unexpected equalities impacts that you did not identify at the first stage?
How will the learning be brought forward to the next milestone?*

There have been no unexpected equalities impacts identified at this stage of the process.

4.2.2 Milestone 2 – Final Tender Report

*Were there any unexpected equalities impacts that you did not identify at the first stage?
How will the learning be brought forward to the next milestone?*

The CRC decision occurs on the 16 December 2013, and the GFC on 20 Jan 2014, between these two dates the equalities impacts will be reassessed.

For the final post-transfer review we will also look at the workforce demographics for Barnet against the new location to see how they compare. This will help shape the future direction in terms of recruitment.

4.2.2 Milestone 3 – Post-Transfer Review

*Were there any unexpected equalities impacts that you did not identify at the previous stages?
How will the learning be captured?*

Post transfer review will be conducted following the planned transfer on 1 April 2014

Business Scrutiny:

Table 1

Milestone Description	Programme Office	Trade Unions – appropriate TU for Project	GFC – General Functions Committee
<i>Milestone 1 - Outset</i>	April 2013	April 2013	n/a
<i>Milestone 2 – Final Tender Report</i>	7 Jan 2014	7 Jan 2014	20 Jan 2014
<i>Milestone 3 – Post- Transfer Review</i>	April 2014 -tbc	April 2014 -tbc	n/a