



Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Resources and Council Services)

Date: 24th February 2014

Subject: Work Schedule and Draft Terms of Reference – Decision Making and Due Regard to Equality

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The council has a well-established equality impact assessment process, designed to ensure that the council is both compliant with the legal requirement to show 'due regard' to equality and that we live up to the council's own ambitions to contribute to achieving equality. It forms part of the guidance on 'corporate considerations' for decision making.
- 1.2 Corporate Leadership Team (CLT) recently endorsed the equality impact assessment process, concluding that it can be easily and effectively applied to decisions relating to existing and/or proposed functions, services, employment, policies, practices and strategies; facilitates full consideration and includes all protected equality characteristics; enables communities and interested groups to be involved appropriately in considering the impact of any proposals; and provides flexibility to apply the methodology to different types of decision at different scales, from Delegated decisions to the approval of the authorities budget. Indeed CLT requested that the process be strengthened to include other specific areas which align with the council's wider priorities, such as
 - Poverty, inequality and deprivation
 - Locality working
 - new communities and changing demographics

- 1.3 Notwithstanding the above, the Leader of Council has requested that Scrutiny Board (Resources and Council Services) undertake its own assessment of the Equality Impact Assessment process, using particularly scrutiny's ability to enable the voice and concerns of the public to be heard by inviting the views of the wider community.
- 1.4 Attached as Appendix 1 are draft terms of reference for this piece of work. In line with Scrutiny Board procedure Rule 12.1 the relevant Director and Executive Member has been consulted on the draft terms of reference. Members of the Board are asked to formally approve the terms of reference and schedule into the Board's work programme.
- 1.5 The Board's draft work schedule is attached as appendix 2. The work schedule reflects discussions at the Board's meeting in January 2014. It will be subject to change throughout the municipal year.

Recommendations

2. Members are asked to;
 - (i) Approve the draft terms of reference as shown in appendix 1
 - (ii) Note the work schedule and make amendments as appropriate.

Background documents¹

None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.