

## Appendix 2

### EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact [community.planning@west-dunbarton.gov.uk](mailto:community.planning@west-dunbarton.gov.uk)

#### Section 1: Policy/Function/Decision (PFD) Details

A **PFD** is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.

Name of PFD:	Lease (with purchase Option) disposal of surplus council owned land at Mountblow Road, Auchentoshan Estate to The Church of Scotland Social Care Council operating as 'CrossReach'.		
Lead Department & other departments/ partners involved:	HEED		
Responsible Officer	Craig Maxwell		
Impact Assessment Team	Craig Maxwell		
Is this a new or existing PFD?			
Start date of EIA:	31/07/14	End date of EIA:	31/07/14
Who are the main target groups/ who will be affected by the <b>PFD</b> ?	Local young residents/population; potential new employees at facility; WDC in terms of potential receipts.		
Is the PFD Relevant to the General duty to eliminate discrimination (E), advance equal opportunities (A) or foster good relations (F)? Please enter brief details		Yes, A	
<b>Yes</b>	If <b>YES</b> , complete all sections, 2-9		
	If <b>NO</b> , complete only sections 8-9		
	If don't know, complete sections 2 & 3 to help assess relevance		

## Section 2: Evidence

Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

### Available evidence:

Consultation/ Involvement with community, including individuals or groups or staff as relevant	Having been declared surplus by the Council in September 2009, the property was extensively marketed (including advertisement in national press) and a closing date for offers called in November 2010. Only one offer was received at closing date, although a sale never concluded. The property has remained available and has been marketed for lease/purchase since that time, and despite several enquiries being received, no further formal offer to purchase or lease has been received until the current interest from CrossReach.
Research and relevant information	
Officer knowledge	
Equality Monitoring information – including service and employee monitoring	N/A
Feedback from service users, partner or other organisation as relevant	
Other	

### Are there any gaps in evidence? Please indicate how these will be addressed

Gaps identified	
Measure to address?	

*Note: Link to Section 6 below Action Plan to address any gaps in evidence*

### Section 3: Involvement and Consultation

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
			Race
			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
			Cross cutting

*Note: Link to Section 6 below Action Plan*

## Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race			X
Sex			X
Gender Re-assignment			X
Disability			X
Age	A potential positive impact has been identified with the proposed use of the land, i.e. educational establishment, by the proposed tenant/purchaser whereby they provide non-residential care and support to some of the most vulnerable, predominantly young, people in Scotland and it is envisaged will improve life chances for children and young people.		
Religion/ Belief			X
Sexual Orientation			X
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			X
<i>Note: Link to Section 6 below Action Plan in terms of addressing impacts</i>			

### Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	X
2. Continue the PFD	
3. Adjust the PFD	
4. Stop and remove the PFD	
Give reasons: The property has been available for lease/purchase for considerable with minimal interest shown. Additionally a potential positive impact has been identified with the CrossReach proposed use in terms of the age protected characteristic. This in keeping with WDC Equality Outcome 7.	
<i>Note: Link to Section 6 below Action Plan</i>	

**Section 6: Action Plan** describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation

Action	Responsible person	Intended outcome	Date	Protected Characteristic
				Disability
				Gender
				Gender Reassignment
				Race
				Age
				Religion/ Belief
				Sexual Orientation
				Civil Partnership/ Marriage
				Pregnancy/ Maternity
				Cross cutting

**Are there any negative impacts which cannot be reduced or removed?** please outline the reasons for continuing the PFD


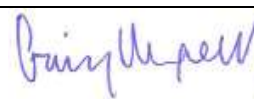
## Section 7: Monitoring and review

Please detail the arrangements for review and monitoring of the policy

How will the PFD be monitored?	N/A
What equalities monitoring will be put in place?	
When will the PFD be reviewed?	N/A
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	No

## Section 8: Signatures

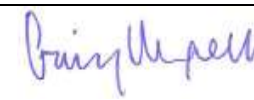
The following signatures are required:

Lead/ Responsible Officer:	Signature: 	Date: 31/07/14
EIA Trained Officer:	Signature: 	Date: 31/07/14

## Section 9: Follow up action

<b>Publishing:</b> Forward to community Planning and Policy for inclusion on intranet/internet pages	Signature:	Date:
<b>Service planning:</b> Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:	Date:

Give details, insert name and number of covalent action and or related PI:

<b>Committee Reporting:</b> complete relevant paragraph on committee report and provide further information as necessary	Signature: 	Date: 31/07/14
<b>Completed form:</b> completed forms retained within department and copy passed to Policy Development Officer (Equality) within the CPP team	Signature:	Date: