

# Corporate Volunteering Strategy 2<sup>nd</sup> September 2013

Equality Impact Assessment

# Corporate Volunteering Strategy

**Contact:** Sara Williams HR Direct

**Updated:** 01.09.2013

## 1. What type of proposal / decision is being assessed?

A strategic or service plan

## 2. What is the purpose of this proposal / decision, and what change (to staff or the community) will occur as a result of its implementation?

The purpose of the Corporate Volunteering Strategy is to provide a strategic focus and sustainable coordination of volunteering opportunities. The Corporate Volunteering Strategy will allow for a consistent approach to the attraction, management and retention of volunteers.

## 3. Does this proposal / decision require an equality impact assessment? If no, please explain why.

*Please note: if the proposal will have an impact on people (staff or the community) then an equality impact assessment **must** be undertaken*

Yes

This proposal will impact upon employees, volunteers and those potentially interested in volunteering.

## 4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken

*(Please refer to section 1 in the toolkit for guidance)*

This policy has been drafted taking account of feedback from consultation meetings with management, volunteers and presentations at Senior Leadership Team meetings.

The Corporate Equality Impact Assessment toolkit has also been used to test the belief that the implementation of the updated policy will not have a detrimental impact on any employee, volunteer or prospective employee/volunteer of the Council because of a protected characteristic. By ensuring appropriate research and formal consultations, I am confident that I have done all that is reasonable to ensure that the implementation of this policy will not have a negative impact on any protected characteristic.

**5. Will this proposal / decision have a positive impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**

*(Please refer to section 1 in the toolkit for a description of the protected characteristics)*

No volunteer receives less favourable treatment than another during any stage of enrolment, management or retention.

No volunteer is placed at a disadvantage by requirements or conditions which have a disproportionately adverse effect on his or her characteristics and which cannot be shown to be justifiable.

Where appropriate and where permissible under legislation volunteers of under-represented groups are provided with support, encouragement and appropriate training opportunities aimed at helping to achieve equal opportunities and a balanced volunteer representation within the Council.

All reasonable adjustments will be considered in the enrolment process, the volunteering environment and training.

Analysis will be made of the composition of those volunteering through monitoring to review the effectiveness of the measures as appropriate. Any patterns of inequality of opportunity or practice found to exist will be investigated and any remedial action taken, both to correct the situation and to prevent any re-occurrence.

This strategy will be displayed on our website for members of the public to access.

**6. Will this proposal / decision have a disproportionate negative impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**

Officers will need to ensure locations for enrolment/training have access for all volunteers including those with protected characteristics and ensure that if volunteers have notified the Council of reasonable adjustments to be made to attend, this will need to be actioned. For example hearing loops, wheelchair access, additional time.

The strategy will be available on the internet and intranet, however other alternative formats can be requested.

The strategy will need to monitor the impact and effectiveness once implemented.

**7. Has the proposal / decision been amended to eliminate or reduce any potential disproportionate negative impact? If no, please explain why.**

No	The strategy has been updated to ensure that the Council are compliant with the Equality Act 2010.
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**8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

Yes	See section 6
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Action(s)	Owner	By when?
Monitor implementation of strategy	Human Resources	01.04.14

**9. Declaration**

Every reasonable effort has been made to eliminate or reduce any potential disproportionate impact on people sharing protected characteristics. The actual impact of the proposal / decision will be reviewed at the appropriate stage.

Review Date:	01.03.2014
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Name of Lead Officer for Equality Impact Assessment	Date
Sara Williams	02.09.13

**Please note you will be required to publish the outcome of the equality impact assessment if you identify a substantial likely impact.**

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