

# Equality Impact Assessment – Ref 1029

## Introductory Information

**Budget/Project name**

Sheffield Design Panel

**Proposal type**

- Budget
- Project

**Decision Type**

- Cabinet
- Cabinet Committee (e.g. Cabinet Highways Committee)
- Leader
- Individual Cabinet Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g. Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Cabinet Member**

Cllr Mazer Iqbal

**Year decision being made**

<input type="radio"/> 14/15	<input type="radio"/> 15/16	<input type="radio"/> 16/17	<input type="radio"/> 17/18	<input type="radio"/> 18/19	<input type="radio"/> 19/20	<input checked="" type="radio"/> 20/21	<input type="radio"/> 21/22
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**EIA date**

01/12/2021

**EIA Lead**

- Adele Robinson
- Annemarie Johnston
- Bashir Khan
- Beth Storm
- Diane Owens
- Ed Sexton
- Louise Nunn
- Michelle Hawley
- James Henderson

**Person filling in this EIA form**

Harshada Deshpande

**Accountable officer**

Michael Johnson

**Lead Corporate Plan priority**

<input checked="" type="radio"/> An In-Touch Organisation	<input checked="" type="radio"/> Strong Economy	<input checked="" type="radio"/> Thriving Neighbourhoods and Communities	<input type="radio"/> Better Health and Wellbeing	<input checked="" type="radio"/> Tackling Inequalities
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## Portfolio, Service and Team

### Cross-Portfolio

- Yes       No

### Portfolio

Place

Is the EIA joint with another organisation (eg NHS)?

- Yes       No

## Brief aim(s) of the proposal and the outcome(s) you want to achieve

To set out the proposals for relaunching the Sheffield Design Panel in early 2022 and the associated operating arrangements. The report recommends that the Executive Member :

- confirms the renewal of proceedings of the Sheffield Design Panel with some modest changes in terms of the operational model, including approving a charging system (Appendix 1) to recover costs, as is standard across the country.
- Gives approval to recruit new Panel members to address shortfalls in certain specialisms while positively targeting to improve diversity within the Panel membership (Appendix 2)
- Confirms the renaming of the Sustainable Development and Design Panel to Sheffield Design Panel

## Public Sector Equality Duty Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

### Public Sector Equality Duty Overview

#### Briefly describe how the proposal helps to meet the Public Sector Duty outlined above

The proposal includes actions that will supporting advancing equality of opportunity and foster good relations.

Good design creates a city with a strong sense of place and identity that functions efficiently; and that is safe, sustainable, accessible, and easily navigable for all its residents and visitors.

## Impacts

### Proposal has an impact on

<input type="radio"/> Health	<input type="radio"/> Transgender
<input checked="" type="radio"/> Age	<input type="radio"/> Carers
<input checked="" type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input checked="" type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input checked="" type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

Give details in sections below.

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these – positives will be part of any mitigation. The action plan should detail any mitigation.

### Age

**Staff**

Yes       No

**Impact**

Positive     Neutral     Negative

**Level**

None       Low       Medium       High

**Details of potential impact/s and mitigation**

We currently do not collect equalities monitoring information on the Design Panel members so we do not know the age profile.

The panel is made up of contractual staff who sign to a terms of reference. They are not direct employees of Sheffield City Council.

**Customers**

Yes       No

**Impact**

Positive     Neutral     Negative

**Level**

None       Low       Medium       High

**Details of impact**

### Disability

**Staff**

Yes       No

**Impact**

Positive     Neutral     Negative

**Level**

None       Low       Medium       High

**Details of impact**

We currently do not collect equalities monitoring information of the Design Panel members so we do not know the disability profile.

The panel is made up of contractual staff who sign to a terms of reference. They are not direct employees of Sheffield City Council.

**Customers**

Yes       No

**Impact**

Positive     Neutral     Negative

**Level**

None       Low       Medium       High

**Details of impact****Race****Staff**

Yes  No

**Impact**

Positive  Neutral  Negative

**Level**

None  Low  Medium  High

**Details of impact**

We currently do not collect equalities monitoring information on the Design Panel members so we do not know the profile but understand that there is under representation.

The panel is made up of contractual staff who sign to a terms of reference. They are not direct employees of Sheffield City Council.

**Customers**

Yes  No

**Impact**

Positive  Neutral  Negative

**Level**

None  Low  Medium  High

**Details of impact****Sex****Staff**

Yes  No

**Impact**

Positive  Neutral  Negative

**Level**

None  Low  Medium  High

**Details of impact**

We currently do not collect equalities monitoring information of the Design Panel members. However based on the current membership, we know that there are currently more male than female members.

The panel is made up of contractual staff who sign to a terms of reference. They are not direct employees of Sheffield City Council.

**Customers**

Yes  No

**Impact**

Positive  Neutral  Negative

**Level**

None  Low  Medium  High

### Details of impact

## Cumulative Impact

### Proposal has a cumulative impact

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input checked="" type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

Good design creates a city with a strong sense of place and identity that functions efficiently; and that is safe, sustainable, accessible, and easily navigable for all its residents and visitors.

### Local Partnership Area(s) impacted

- All       Specific

*If Specific, name of Local Partnership Area(s) impacted*

## Action Plan and Supporting Evidence

### Action Plan

Positive equality impacts will be considered throughout the recruitment process of new panel members e.g. positive action statements on advert, advertising to a broad audience, reasonable adjustments for interviews etc.

Introduce equality monitoring of panel members as part of contract renewal every three years.

EDI will be part induction training and offered on an annual basis to existing members.

### Supporting Evidence (Please detail all your evidence used to support the EIA)

Refer to Panel report and appendices.

## Consultation

### Consultation required

- Yes       No

**If consultation is not required please state why**

The Design Panel has been paused and this report is to allow for its restarting. The Panel is a body of experts and does not need public consultation for its setting up.

**Are Staff who may be affected by these proposals aware of them**

- Yes  No

**Are Customers who may be affected by these proposals aware of them**

- Yes  No

**If you have said no to either please say why**

## Summary of overall impact

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Overall there are no significant equality impacts, positive or negative, from this proposal. There may be some positive impacts through the actions taken to improve the diversity of the panel members and the introduction of EDI updates to the contracted staff.

## Escalation plan

**Is there a high impact in any area?**

- Yes  No

**Overall risk rating after any mitigations have been put in place**

- High  Medium  Low  None

## Sign Off

**EIAs must be agreed and signed off by the equality lead in your Portfolio or corporately. Has this been signed off?**

- Yes  No

EIA Lead: Annemarie Johnston

Date agreed

17/12/2021

**Review Date**

30/09/2022