

Issue: **Deferring the update on the Capital Strategy & Corporate Asset Management Plan 2015/18**
 Meeting Date: **15 October 2014**
 Accountable Manager: **Martin Wilkins**
 Impact Assessor: **Martin Wilkins** ☎ 01202 458236 ✉ martin.wilkins@bournemouth.gov.uk

Key	
+	Balance of positive Impacts
?	Balanced or unclear impacts
-	Balance of negative impacts
n/a	Not applicable

Impact Criteria	Impact	Comments
Natural resources impact on use of natural resources - for example energy, water, raw materials	n/a	Deferring the update of the CS CAMP 2015 - 2018 from October 2014 to February 2015 will have a neutral impact. The policies and procedures in the existing CS CAMP 2013 - 2016 still apply e.g. Sustainable Construction Policy
Quality of environment contribution to safe and supportive environments for living, recreation and working	n/a	Deferring the update of the CS CAMP 2015 - 2018 from October 2014 to February 2015 will have a neutral impact. The policies and procedures in the existing CS CAMP 2013 - 2016 still apply e.g. Sustainable Construction Policy
Bio-diversity protects and improves wildlife and habitats	n/a	Deferring the update of the CS CAMP 2015 - 2018 from October 2014 to February 2015 will have a neutral impact. The policies and procedures in the existing CS CAMP 2013 - 2016 still apply e.g. Sustainable Construction Policy
Waste and pollution effects on air, land and water from waste and emissions	n/a	Deferring the update of the CS CAMP 2015 - 2018 from October 2014 to February 2015 will have a neutral impact. The policies and procedures in the existing CS CAMP 2013 - 2016 still apply e.g. Sustainable Construction Policy
Council Priority and Objectives for Improving our Environment: <ul style="list-style-type: none"> • Reduce traffic congestion • Improve streetscene • Improve recycling & energy management • Respond to climate change • Improve quality of existing space 	n/a	Deferring the update of the CS CAMP 2015 - 2018 from October 2014 to February 2015 will have a neutral impact. The policies and procedures in the existing CS CAMP 2013 - 2016 still apply e.g. Sustainable Construction Policy

Please complete and save your checklist, and email a copy to Lee Green, Environment Strategy & Sustainability Manager @ lee.green@bournemouth.gov.uk

Equality Impact Needs Assessment

The Diversity Promise - *Making it Happen!*



Title of Policy/Service/Project	Deferring the update on the Capital Strategy & Corporate Asset Management 2015 - 2018
Service Unit	Environment & Regeneration Services
Lead Responsible Officer and Job Title	Martin Wilkins, Policy & Support Manager (Property)
Members of the Assessment Team:	Martin Wilkins, Policy & Support Manager (Property)
Date assessment completed:	8 th September 2014

About the Policy/Service/Project:

<p>What type of policy/service/project is this? (delete as appropriate)</p> <p>The Capital Strategy and Corporate Asset Management Plan is one of the Council's strategic planning documents. It is split into 3 parts: the <i>Handbook</i>, the <i>Performance Review</i> and the <i>Action Plan</i>, all of which are reviewed annually.</p> <p>The intention is to defer the update of the CS CAMP 2015 - 2018 from October 2014 Cabinet to February 2015 Cabinet. This is to align the CS CAMP with the corporate planning cycle.</p>
<p>What are the aims service/project? (please include here all expected outcomes)</p> <p>This Plan is the link between the Council's priorities set out in the Corporate Plan and the capital resources available to deliver them. The Council's corporate planning cycle was revised in 2013/14 to strengthen the links between service planning and financial planning. These processes no longer take place in isolation, and now follow the same development timetable and challenge process. They have been further integrated in 2014/15 with the cycle feeding directly into the development of the</p>

<p>Medium Term Financial Plan (MTFP). This evolution of the Council’s financial management and planning has naturally led to aligning the Council’s asset management strategy with the financial and service planning processes.</p>
<p>Are there any associated services, policies or procedures?</p> <p>Corporate Plan Service Plans Medium Term Financial Plan</p>
<p>List the main people, or groups of people, that this policy/service/project is designed to benefit and any other stakeholders involved?</p> <p>The CS CAMP is a council wide document. It reflects the asset related activities that will take place over the next 3 years.</p>
<p>Will this policy/service/impact on any other organisation, statutory, voluntary or community and their clients/service users?</p> <p>Yes, the partners that the Council is working with on asset related activities are listed within the CS CAMP <i>Action Plan</i>. However, deferring the update of the CS CAMP will not prevent the continuation of partnership working.</p>

Consultation, Monitoring and Research

Where there is still insufficient information to properly assess the policy, appropriate and proportionate measures will be needed to fill the data gaps. Examples include one-off studies or surveys, or holding informal consultation exercises to supplement the available statistical and qualitative data.

If there is insufficient time before the implementation of the policy to inform the EINA, specific action points will be need to be clearly set out in the action plan. Steps must include monitoring arrangements which measure the actual impact and a date for a policy review.

Consultation:

<p>What involvement/consultation has been done in relation to this (or a similar) policy/service/project and what are the results?</p> <p>The decision to defer the Plan has been taken by the Chief Financial Officer in consultation with the Portfolio Holder for Resources and Property Services.</p>
<p>If you have not carried out any consultation, or if you need to carry out further consultation, who will you be consulting with and by what methods?</p>

N/A

Monitoring and Research:

What data, research and other evidence or information is available which is relevant to this EINA?

N/A

Is there any service user/employee monitoring data available and relevant to this policy/service/project? What does it show in relation to equality groups?

N/A

If there is a lack of information, what further information do you need to carry out the assessment and how are you going to gather this?

N/A

Assessing the Impact

	Actual or potential benefit	Actual or potential negative outcome
Age	None identified	None identified
Disability	None identified	None identified
Gender	None identified	None identified
Gender reassignment	None identified	None identified

Pregnancy and Maternity	None identified	None identified
Marriage and Civil Partnership	None identified	None identified
Race	None identified	None identified
Religion or Belief	None identified	None identified
Sexual Orientation	None identified	None identified
Any other factor/ groups e.g. socio-economic status/carers etc	None identified	None identified
Human Rights	None identified	None identified

Stop - Any policy which shows actual or potential unlawful discrimination must be stopped, removed or changed.

If impacts have been identified include in the action plan what will be done to reduce these impacts, this could include a range of options from making adjustments to the policy to stopping and removing the policy altogether. If no change is to be made, explain your decision:

N/A

Action Plan

Include:

- What has/will be done to reduce the negative impacts on groups as identified above.
- The arrangements for monitoring the actual impact of the policy/service/project

Issue identified	Action required to reduce impact	Timescale	Responsible officer	Which Business Plan does this action link to e.g. Service Equality Action Plan/Team Plan
None				

Please complete this summary of the EINA to enable the results to be published on the website.

Name of Policy/Service:	Deferring the update on the Capital Strategy & Corporate Asset Management Plan 2015 - 2018
Date of Assessment:	8 th September 2014
Name of lead officer:	Martin Wilkins
Job title of lead officer:	Policy & Support Manager (Property)
Summary of Key findings:	This report is to update Cabinet on the new timescales for the development of the CS CAMP 2015 - 2018. The deferring of this report by 6 months will not have a negative impact as the existing CS CAMP 2013 - 2016 is still relevant. So for example, the Council's Access Standards for public buildings still apply.
Summary of Future actions:	None

G2 Initial Risk Assessment



PROJECT NAME:

Deferring the update on the Capital Strategy & Corporate Asset Management Plan 2015 - 2018

PROJECT NUMBER: *To be obtained from PMO*

n/a

PROJECT RISK LEVEL:

MEDIUM *

Table 1 - Suggested criteria on which to score the type of project (please tick appropriate category)					
CRITERIA				Score	
1) Duration of Project	0-6 months <input checked="" type="radio"/>	7-12 months <input type="radio"/>	Above 1 year <input type="radio"/>	2	
2) Effort	1-4 people (FTE) <input checked="" type="radio"/>	5-10 people (FTE) <input type="radio"/>	11+ people (FTE) <input type="radio"/>	1	
3) Business Impact	Service Unit/Service <input type="radio"/>	More than 1 SU <input type="radio"/>	Council/External <input checked="" type="radio"/>	10	
4) Priority	Desirable <input type="radio"/>	Highly Desirable <input type="radio"/>	Essential <input checked="" type="radio"/>	6	
5) Costs &/or Savings	Up to £250k <input checked="" type="radio"/>	£251k-£500k <input type="radio"/>	Over £501k or if project is to be funded through prudential borrowing <input type="radio"/>	2	
6) Risk Impact	Low Impact - Minor service disruption/inconvenience, minor injury, small financial loss, isolated service user complaint. <input checked="" type="radio"/>	Medium Impact - Service disruption, More serious injury or financial loss, adverse media coverage, numerous service user complaints <input type="radio"/>	High Impact - Significant or total service disruption, major disabling injury or fatality, high or catastrophic financial loss, adverse national media coverage, ministerial intervention in service running. <input type="radio"/>	1	
				Risk Score	22

A numerical rating is applied to each cell (see Table 1) For example a 'Priority' of 'Highly Desirable' is worth 3 points and a 'Cost' of '£501-£1m' is worth 5 points. Totalling the points scored for each 'criteria' gives a project score. This score is then mapped against a project-risk status in Table 1 below:

Table 1 - Risk Status	
Project Risk Rating	Points Total
Low	Between 10-18
Medium	Between 19-35
High	36+