

Equality Impact Assessment – Surrey and Sussex District centralisation of learning and development

1. Introduction

This document is an Equality Impact Assessment: Learning and development for the Surrey and Sussex District will be centralised in a purpose built Learning and Development Centre in Lewes.

The purpose of the assessment is to ensure that in bringing about the proposed change it does not Discriminate unlawfully on the grounds of race, gender, disability, age, sexual orientation and/or religious belief.

Name of strategy/project/policy/process/function:

Rationalisation of Surrey and Sussex District Estate to move towards locating Learning & Development in one location at Lewes Jobcentre Plus site.

Person(s) Responsible for Assessment:	Nick Barber
--	-------------

Geographic Location of change (i.e. National / Region / District):	Surrey and Sussex District
---	----------------------------

Contact Details:	Telephone:	01483 446046
	Email:	nick.barber@jobcentreplus.gsi.gov.uk

Stage 1: Screening

Have you identified the aims of the proposed change?

To provide a dedicated Learning Centre for staff particularly within Surrey and Sussex but also available to other Districts in the South East. The centre will provide facilitated learning for IT and skills and can also be used by the District for workshops and meetings.

What is the purpose of the change?

To create a dedicated Learning facility which will make use of available estate. It will also prevent the need to use valuable space within Jobcentre Plus Offices to deliver training events. The Learning and Development planning process will be significantly more efficient.

Who will benefit from it and how?

Currently a number of different locations are used to deliver training. These need to be booked and made ready for use to deliver training events as they are not dedicated training facilities. The Centre will provide rooms ready for use as a training resource and will provide efficiencies with regard to production and storage of training materials. Learning and Development staff will also be based on site which will aid communication with District Office staff. Staff attending training will benefit from a purpose built Centre fully equipped with the necessary materials and equipment to support their learning.

How will the change benefit the wider business of the organisation?

There will be more courses available for staff to attend ensuring that they get the right learning at the right time. The change will also make more efficient use of estate.

What data on the diversity of both your customers and staff is available to you?

121 discussions with staff will establish individual mobility issues and/or application of the Departmental Mobility Policy. This will be highlighted on RM applications prior to training.

Other staff diversity data is not available but will be confidentially asked for by Line Managers. Any identified issues (eg caring responsibilities, disability or working patterns) affected by any additional travel to Lewes will be addressed on an individual basis, in line with Jobcentre Plus policies.

Does collected data show that there may be a disproportionate or adverse impact on either customers or staff?

There is no impact on customers.

There is no evidence that the location of a Learning and Development Centre within Surrey and Sussex district impacts adversely on staff. Where any individual member of staff is unable to travel to Lewes within the mobility rules, the Learning and Development Team will ensure suitable alternatives are available for the delivery of their training. This will either mean 121 training at their normal work address or an alternative venue will be sought if appropriate.

There were no equality issues identified with this move.

Conclusion:

In view of the information available it is not thought that either customers or staff will be unduly or adversely affected by this change, or that the change could discriminate unlawfully on the grounds of race, disability, gender, age, sexual orientation or religious belief.

It is concluded that a full impact assessment is not required in respect of this change.

Signed:

Name: Nick Barber

Date: 15/2/10