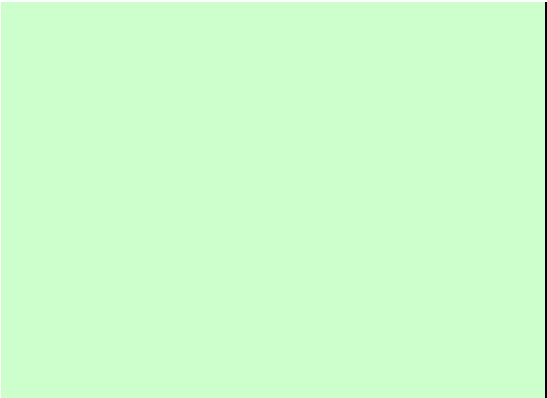
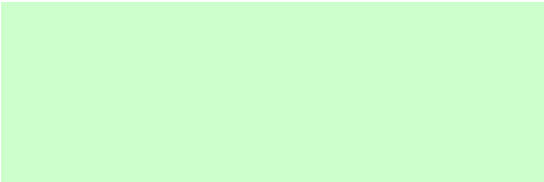


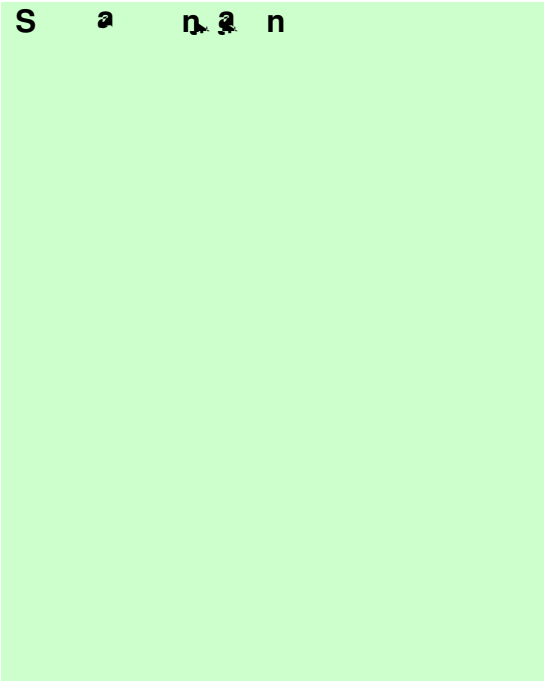
any of the above



relevant policies and procedures, Formal Consultations and Briefings with Staff Groups at key stages, discussions with managers in one to one meetings, creation of a mailbox for staff to raise questions, queries and concerns, opportunity to discuss options with an independent consultant, access to a range of resources and support from HR including interview techniques, information available in electronic and hard copy format and briefings have been held in venues that are Equality Act (2010) compliant.



Staff: Analysis shows from the 52 Impacted staff at City Serve:
 35 are Female
 17 are Male



S a n a n

The restructuring of the Head Office has been consulted on to ensure effective communication and dialogue with all Employee's with a particular focus on affected staff, Schools, HR Representatives and Trade Unions on the proposals as part of the consultation process.

Events include: Regular Trade Union Consultations, Regular HR Meetings to ensure compliancy with all relevant policies and procedures, Formal Consultations and Briefings with Staff Groups at key stages, discussions with managers in one to one meetings, creation of a mailbox for staff to raise questions, queries and concerns, opportunity to discuss options with an independent consultant, access to a range of resources and support from HR including interview techniques, information available in electronic and hard copy format and briefings have been held in venues that are Equality Act (2010) compliant.



0tess a, int b715(U)2.403431(c)-3.7.715(()4.04069(11r81634(a)0.883)0.441715(9n09 re)0.88346()0.4417

Section 2

Section 2: Equality Assessment
This section contains the Equality Assessment Form. It is a green box with a white background and a black border. The text inside the box is as follows:

Section 2: Equality Assessment
This section contains the Equality Assessment Form. It is a green box with a white background and a black border. The text inside the box is as follows:

Existing management monitoring tools, such as at One to one's, Supervisions, Team/Area Meetings will be used to monitor any impacts on teams / staff caused by the reduction of staff numbers and changes in restructuring the City Serve

Section A: Introduction

Any action taken by the Commission to address the issues identified in the assessment should be based on the following principles:

<p>an n</p> <p>an</p> <p>n n</p> <p>va n</p> <p>an</p> <p>vwn</p>		<p>Corporate HR</p> <ul style="list-style-type: none"> Transition Plan 			
		N/A			
		<p>Transition Plan</p> <p>Programme Board</p> <p>Project Board</p>	<p>April 2013 to Sept</p> <p>2014</p>	<p>Nimmi Patel /</p> <p>Sheila Walker</p>	<p>Directorate</p>

Name: Veronika Quintyne	Directorate Team: Governance and Policy	Review Date: April 29 2014
Summary of strengths and area(s) for improvement: Analysis of Information about the staff groups affected by the restructure has been analysed. It will be subject to on-going monitoring to analyse any negative consequences on individual staff or groups of staff. This may be further strengthened by noting this under the protected characteristics. A detailed transition plan has been developed in order to ensure the minimalisation of any potential impact of losing skilled staff is minimised. This has included analysing existing procedures and arrangements for handovers and a skills transfer. A full action plan is outlined charting changes to 2014 this could be further strengthened by outlining monitoring of change during 2015. This will help with any future service review and the measuring of outcomes.		
Name: Required	Job Title: Required	Date: Required