About the service

1. **Brief description of the service covered by this assessment.**
   - The Financial Management Services Team provides a range of services to the officers and members in the Council. Whether directly or indirectly, we enable the Council’s services to be delivered as effectively and efficiently as possible. Many of these responsibilities are backed by legislation or Council policy and procedure, and we work within those parameters to continuously improve and develop the financial management of the services provided.
   
   - The department is committed to ensure that financial skills are valued and developed across the Council and ensuring that individual and collective responsibility for financial matters is recognised.
   
   - The economic recession brings with it significant challenges for the Council. This department will manage the financial health of the Council in the medium term through effective financial management, financial predictions, strategic financial planning and providing more support and advice to service managers. We will also ensure our services are responsive to customer need, and flexible to enable people to return to and stay in work.

2. **Please list the main partners, council departments, organisations and service user or target groups for this service.**
   - All budget holders within the London Borough of Enfield

3. **If the service is provided by another organisation or agency please give their names and how you ensure they comply with the Council’s Equal Opportunities and Valuing Diversity policy**
   
   N/A
4. Please list any performance objectives / targets relating to equality that your service has / uses.
   If as a result of this assessment you are going to introduce new targets, please detail these in your action plan at the end of this form

None

5. Does your service collect data from service users / applicants for equalities monitoring purposes?  YES / NO
   If YES please detail below how and when this data is collected and where it is stored e.g. equalities data is collected at application stage and entered into the SAP database.

No

6. Does your service carry out equalities monitoring to review the take up / accessibility of your service?  YES / NO
   If YES please detail which aspects of your service are monitored and how frequently, then proceed to Q8. If NO please complete Q7.

No

7. If your service does NOT monitor equalities, please detail how you comply with the Council’s Equal Opportunities and Valuing Diversity policy and how you achieve the council’s aim of ‘Fairness for all’ - serving the whole borough fairly and tackle inequality

None undertaken as this is predominantly a service provided to internal customers

8. Monitoring information:
   Indicate YES, NO or NA (Not Applicable) for each characteristic

<table>
<thead>
<tr>
<th></th>
<th>Disability</th>
<th>Gender</th>
<th>Age</th>
<th>Race</th>
<th>Religion &amp; Belief</th>
<th>Sexual Orientation</th>
<th>Gender reassignment</th>
<th>Pregnancy &amp; Maternity</th>
<th>Marriage &amp; Civil Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does monitoring enable</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>you to profile service</td>
<td>users / applicants by the following characteristics?</td>
<td></td>
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<td></td>
</tr>
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<td>NA</td>
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<tr>
<td>satisfaction of service</td>
<td>users by the following characteristics?</td>
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</tr>
<tr>
<td>Does a comparison against baseline demographic data show that service users are representative of the local population in relation to the following characteristics?</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>
Does monitoring show that there are any under-represented groups within the following characteristics?

IF YES PLEASE LIST THE ACTIONS YOU ARE TAKING/WILL TAKE TO ADDRESS UNDER-REPRESENTATION OF PROTECTED GROUPS IN THE ACTION PLAN AT THE END OF THIS ASSESSMENT.

* If you do not include all protected characteristics in your equalities monitoring please explain why below:

### Equalities impact

<table>
<thead>
<tr>
<th>9. Protected characteristics equalities impact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please indicate YES, NO or NA (Not Applicable) for each characteristic</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Disability</th>
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<th>Age</th>
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<tbody>
<tr>
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<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

Do satisfaction levels identify any concerns arising from vulnerable groups within the following characteristics?

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
</tr>
</tbody>
</table>

Does your evidence show an adverse impact on any group/s within the following characteristics?

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
</tr>
</tbody>
</table>

Are there known or potential barriers to participation for any group/s within the following characteristics?

<table>
<thead>
<tr>
<th>Are there known or potential barriers to participation for any group/s within the following characteristics?</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
</tr>
</tbody>
</table>

IF YES PLEASE LIST THE ACTIONS YOU ARE TAKING/WILL TAKE TO MITIGATE ADVERSE IMPACTS / BARRIERS / CONCERNS IN THE ACTION PLAN AT THE END OF THIS ASSESSMENT.

10. Could the service or policy discriminate, directly or indirectly, according to the accompanying definitions?

   Yes / No

   If YES, please set out how it is justifiable under legislation in the box below.

No
11. Could the service or policy have an adverse impact on relations between different groups / community cohesion?
   If YES, describe below and add any actions to mitigate this impact in your action plan.
   
   No

12. Have you received any complaints about your service in respect of equality issues? YES / NO
   If YES, please give a brief description and what action has been taken as a result.
   
   No

13. How does the service contribute to eliminating discrimination, advancing equality of opportunity and fostering good relations between different groups in the community?
   
   None undertaken as this is predominantly a service provided to internal customers.

14. Please give specific examples of success / best practice your service can evidence in terms of ‘narrowing’ the gap through improved outcomes / reduced inequality for service users
   
   NA

15. Does your service or policy provide financial support for the protected groups? YES / NO
   If YES, please list below and the value of the financial support.
   
   NO

16. Socio-economic equalities impact:
   Indicate YES, NO or NA (Not Applicable) for each characteristic

<table>
<thead>
<tr>
<th>Characteristics</th>
<th>Communities living in deprived led by black, Asian, minority ethnic communities</th>
<th>People living in social housing</th>
<th>People not in employment, education or training</th>
<th>People with low academic qualifications</th>
<th>People in poor health</th>
<th>People on low incomes</th>
<th>People on low incomes</th>
<th>Any other socio-economic factor Please state:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the service or policy specifically impact on people / communities disadvantaged through the following socio-economic factors?</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>Does the service / policy contribute to promoting equality of opportunity for the following groups?</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

17. If YES answered above – please describe the impact (including any positive impact on social economic inequality) and any mitigation if applicable
Consultation and engagement

18. Please list any recent consultation activity on your service, any specific equalities groups that were targeted, how the results have been publicised and what action has been taken in response to the results. (Please state the source of data)
   (If more information is needed to understand the views of disadvantaged groups please add this to your action plan)

   Budget Consultation with Focus Groups, in particular the Deaf Group and Over 50s Forum. These results were submitted to Overview & Scrutiny and subsequently published in the Budget Report 2016/17 that was agreed at Full Council.

Staff training and development

19. Please set out below the staff training undertaken on equalities.
   If there is a need for additional staff training please detail this in your action plan.

   Evidence of staff training:
   - BPC
   - Budget Awareness
   - Team Meetings
   - Staff Awaydays
   - Monthly 1:1s

   Outcomes from such training:
   Heightened awareness and compliance.

Review and publicity

20. Please set out in your action plan when you will review this assessment and how it will be publicised
   (Note: all EQIAs sent to the Performance Management Team are published on the Council’s website)

   The next retrospective equality impact assessment/analysis for the service is due to be undertaken in 2016/17 as part of the Council’s three-year rolling programme.
Enfield Council – Retrospective Equality Impact Assessment / Analysis

Action plan template for existing services

Name of service/policy: Financial Management Services

Team: Finance

Department: FR&CS

Service manager: Isabel Brittain

<table>
<thead>
<tr>
<th>Identified Issue</th>
<th>Action Required</th>
<th>Lead Officer</th>
<th>Timescale/By When</th>
<th>Costs</th>
<th>Review Date/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Publicity of this assessment and when it will be reviewed</td>
<td>Within Corporate Guidelines</td>
<td>Isabel Brittain</td>
<td></td>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

Please insert additional rows if needed

Date to be reviewed:

APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME: ISABEL BRITTAIN   SIGNATURE: Isabel Brittain