

Associated guidance for this document can be found [here](#). Each section has a link to the relevant section within the guidance document.

## 1 Details of the activity (i.e. the policy, strategy, service, project or function)

<b>1.1 Directorate</b>	Strategy and Corporate Affairs
<b>1.2 Service</b>	Strategy and Corporate Affairs

<b>1.3 Title of the activity (i.e. the policy, strategy, service, project or function):</b>
Review of team staffing arrangements and Operating Model

<b>1.4 Brief description of the activity:</b>

<b>1.5 If the activity involves working with other directorates, partners or joint commissioning please state who is involved:</b>
N/A

<b>1.6 Will all or part of the activity be delivered through a provider external to the Council?</b> If Yes, please refer to the <a href="#">Corporate Procurement</a> Processes
No

<b>1.7 If Yes, please explain what element(s) of the activity will be delivered through an external provider:</b>

<b>1.8 Which areas of the city will be impacted?</b>	
Whole City	<input type="checkbox"/>
Coalfield	<input type="checkbox"/>
East	<input type="checkbox"/>
North	<input type="checkbox"/>
Washington	<input type="checkbox"/>
West	<input type="checkbox"/>
Internal Council Activity – Impact on employees	<input checked="" type="checkbox"/>

1.9 Is the activity targeted at protected characteristics or any other key groups?	
All of the below	<input type="checkbox"/>
Age (e.g. older people, younger people/children, a specific age group)	<input type="checkbox"/>
Disability (e.g. mobility, long term health conditions, sensory impairment or loss, learning disability, neurological diversity or mental health)	<input type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>
Pregnancy and maternity (including breastfeeding)	<input type="checkbox"/>
Race	<input type="checkbox"/>
Religion or belief (including no belief)	<input type="checkbox"/>
Sex	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>
Care Experienced People	<input type="checkbox"/>
Other vulnerable groups and people with complex needs (e.g. veterans, children and young people who are cared for or care experienced, carers, domestic abuse victims and survivors, ex-offenders etc.)	<input type="checkbox"/>
People vulnerable to socio-economic deprivation (e.g. unemployed, low income, living in deprived areas, poor/no accommodation, low skills, low literacy etc.)	<input type="checkbox"/>

**Please complete the Completed By and Version Table below**

<b>Completed by:</b>	Jill Laverick
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Version	Status	Author	Comments	Date Issued
1	Complete	Jill Laverick	JH and JG discussed – 19/12/23	18/12/2023

## 2 Data and Intelligence

### [Guidance for this section](#)

<b>2.1 What data and intelligence has informed the activity?</b>
Based on experience of delivering the operations of the team and how this is changing
<b>2.2 Summary of data / intelligence / consultation outcomes to inform understanding of differences in:</b>
<ul style="list-style-type: none"> <li>the way people use, access or experience your activity;</li> <li>how the activity may impact; and/or</li> <li>outcomes for different groups?</li> </ul>
Will be subject to consultation in line with HR guidance

## 3 Equality and Human Rights

### [Guidance for this section](#)

<b>3.1 Eliminate discrimination, harassment and victimisation</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>
<b>3.2 Advance equality of opportunity between people who share a protected characteristic and those who do not</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>
<b>3.3 Foster good relations between people who share a protected characteristic and those who do not</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>
<b>3.4 Age (older ages, children and young people, middle ages, an age range or a specific age)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>
<b>3.5 Disability (mobility, long-term health conditions, sensory, learning disability, neurological diversity or mental health)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.6 Gender reassignment (the process of transitioning from one sex to another)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.7 Marriage and Civil Partnership</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.8 Pregnancy and maternity (including breastfeeding)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.9 Race (colour, ethnicity, country of origin, culture, etc.)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.10 Religion / Belief (including no belief)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.11 Sex (male or female)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.12 Sexual orientation</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.13 Will the activity impact on an individual's Human Rights as enshrined in UK law?</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

<b>3.14 Other vulnerable groups and people with complex needs (e.g. veterans, children and young people cared for and care experienced, carers, domestic abuse victims and survivors, ex-offenders, homeless or multiple complexities/characteristics)</b>
<b>What impact will the activity have?</b>
Not Applicable
<b>Explain how/why:</b>

## 4 Reducing socio-economic and digital inequalities

### [Guidance for this section](#)

Will the activity:

<b>4.1 Impact on residents' financial circumstances</b>	Not Applicable
<b>4.2 Impact on housing, including type, range, affordability, quality and/or condition</b>	Not Applicable
<b>4.3 Impact on digital inclusion or access</b>	Not Applicable
<b>4.4 Impact on education, skills and lifelong learning</b>	Not Applicable
<b>4.5 Impact on employment, including quality and access</b>	Not Applicable

<b>4.6 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes</b>
N/A
<b>4.7 Outline how you will measure the anticipated impact(s)</b>
N/A

## 5 Improving population health and reducing health inequalities

### [Guidance for this section](#)

Will the activity:

<b>5.1 Help promote healthy living</b>	Not Applicable
<b>5.2 Help promote safe and inclusive environments</b>	Not Applicable
<b>5.3 Impact on children, young people and families</b>	Not Applicable
<b>5.4 Impact on natural and built surroundings</b>	Not Applicable
<b>5.5 Impact on accessibility and active travel encouraging active behaviours</b>	Not Applicable
<b>5.6 Impact on living independently</b>	Not Applicable

<b>5.7 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes</b>
N/A
<b>5.8 Outline how you will measure the anticipated impact(s)</b>
N/A

## 6 Carbon reduction and sustainability

### [Guidance for this section](#)

Will the activity:

6.1 Adapting our behaviour (environmentally significant)	Not Applicable
6.2 Impact on biodiversity and natural environment	Not Applicable
6.3 Impact on energy efficient built environment	Not Applicable
6.4 Impact on renewable energy generation and storage	Not Applicable
6.5 Impact on travel and active transport	Not Applicable
6.6 Impact on the green economy	Not Applicable
6.7 Impact on waste, recycling and consumption	Not Applicable

6.8 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
N/A
6.9 Outline how you will measure the anticipated impact(s)
N/A

## 7 Community wealth building

### [Guidance for this section](#)

Will the activity:

7.1 Impact on community wealth and social value	Not Applicable
7.2 Impact on social inclusion, integration, and fostering good relations	Not Applicable
7.3 Impact on crime reduction, anti-social behaviour and community safety	Not Applicable
7.4 Impact on access to services	Not Applicable

7.5 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
N/A
7.6 Outline how you will measure the anticipated impact(s)
N/A

## 8 Key Actions

Any key actions identified throughout the IIA should be recorded here. This will be the action plan linked to your activity and should be implemented to ensure all inequalities or negative impacts are mitigated.

Key Actions	Timescale	Responsible Officer	Review Date

**Please complete the Responsible Officer information below**

<b>Responsible officer sign off:</b>	
<b>Name</b>	Jill Laverick
<b>Job Title</b>	Directorate of Strategy Corporate Affairs
<b>Responsible officer for reviewing actions:</b>	
<b>Name</b>	
<b>Job Title</b>	

To support the council's reporting processes in relation to IIA, please use the following naming convention: IIA\_(Name\_of\_activity).

Once you have completed the IIA and it is signed off, please send the final document as an **attachment** to: [IIA@sunderland.gov.uk](mailto:IIA@sunderland.gov.uk)

IIAs will be stored in this central database for corporate analysis. **No feedback will be returned on an individual basis as IIAs are received.**