

Appendix A

Public Protection Partnership Business Plan– Supporting Information

1. Introduction/Background

- 1.1. The Public Protection Partnership (PPP) is a shared service between Bracknell Forest, Wokingham and West Berkshire Councils which commenced on 9th January 2017 for a period of ten years. This followed a previous 5 year arrangement between West Berkshire and Wokingham. West Berkshire Council is the host authority.
- 1.2. The PPP governance arrangements require that strategic direction and key decisions are taken by the Joint Committee. The key decision in this case is the confirmation of the Business Plan and the policies therein.

2. Supporting Information

- 2.1. The Business Plan is a wide ranging document which addresses all the key areas the PPP needs to explain what it is and what it is trying to do.
- 2.2. The Business Plan exists alongside the Inter Authority Agreement (IAA) and aides in the interpretation of the legal documents which created the PPP.
- 2.3. In delivering the PPP there are some pieces of legislation which require publicly stated policies and the Business Plan collates them into one location and they apply to each of the partner authorities.
- 2.4. Specifically the business plan introduces the Communication Strategy and the Policy on Age Restricted Products.

3. Options for Consideration

None

4. Proposals

- 4.1. To approve the Business Plan and the policies attached therein.

5. Conclusion

- 5.1. The Joint Management Board considers the Business Plan to be the most effective way to progress the PPP and deliver against the objectives as stated in the IAA.

6. Consultation and Engagement

- 6.1. The nature of the report does not merit external consultation at this stage.
- 6.2. There has been significant internal consultation as part of the process to draft the IAA and subsequently with the management teams likely to be involved.
- 6.3. Where there are direct staffing implications consultation has been conducted and reflected in the approach of the Business Plan.
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PPP Strategic Aims and Priorities Supported:

The proposals will help achieve the following Public Protection Partnership aims as stated in the Inter Authority Agreement:

- ☒ 1 – Community Protection
 - ☒ 2 – Protecting and Improving Health
 - ☒ 3 – Protection of the Environment
 - ☒ 4 – Supporting Prosperity and Economic Growth
 - ☒ 5 – Effective and Improving Service Delivery
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Equality Impact Assessment – Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

“(1) A public authority must, in the exercise of its functions, have due regard to the need to:

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; This includes the need to:

(i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;

(ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.

(2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

(3) Compliance with the duties in this section may involve treating some persons more favourably than others.”

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

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| What is the proposed decision that you are asking the Committee to | Approve the Business Plan and the policies attached therein. |
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|---|-----------------|
| make: | |
| Summary of relevant legislation: | N/A |
| Does the proposed decision conflict with any of the partnerships key objectives? | No |
| Name of assessor: | Steve Broughton |
| Date of assessment: | |

| | | | |
|-------------------|-----|---|-----|
| Is this a: | | Is this: | |
| Policy | Yes | New or proposed | Yes |
| Strategy | No | Already exists and is being reviewed | No |
| Function | No | Is changing | No |
| Service | No | | |

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|---|---|
| 1. What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it? | |
| Aims: | To identify how the PPP will operate. |
| Objectives: | Identify the vision, mission, values and aims of the PPP. |
| Outcomes: | Enable to PPP to deliver against the priorities. |
| Benefits: | Deliver an effective and efficient service. |

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| 2. Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.) | | |
| Group Affected | What might be the effect? | Information to support this |
| Age | None | |
| Disability | None | |
| Gender Reassignment | None | |
| Marriage and Civil Partnership | none | |
| Pregnancy and Maternity | None | |
| Race | None | |
| Religion or Belief | None | |
| Sex | None | |
| Sexual Orientation | None | |
| Further Comments relating to the item: | | |
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| 3. Result | |
| Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality? | No |

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| <p>Please provide an explanation for your answer: The Business Plan sets out how the PPP will approach its work and makes no mention of how it will treat individuals. Such matters are dealt with in more specific process based documents such as the enforcement policy.</p> | |
| <p>Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?</p> | <p>No</p> |
| <p>Please provide an explanation for your answer: There are no direct consequences of the report in relation to the lives of people, employees or service users.</p> | |

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

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| <p>4. Identify next steps as appropriate:</p> | |
| <p>Stage Two required</p> | <p>No</p> |
| <p>Owner of Stage Two assessment:</p> | |
| <p>Timescale for Stage Two assessment:</p> | |

Name: Steve Broughton

Date: 3/3/17
