

**.MTFP/EIA Checklist**

<b>Number of proposal</b>		<b>MTFP Proposal 73</b>					
<b>Name of proposal and description</b>		<b>Review of Business Administration Team – Review of capacity following the bringing together of Adult and Children’s services. This team provides support to the Safeguarding Team but acute and critical matters will be dealt with as a priority and external customers should not be affected. One post will be deleted.</b>					
<b>Responsible AD</b>		<b>Chris Sivers</b>		<b>EIA Member</b>		<b>Mary Hall</b>	
<b>Financial Resources Identified</b>		<b>Yes</b>		<b>Finance Contact</b>		<b>Brett Nielsen</b>	
<b>Has the data quality been checked?</b>			<b>Y</b>	<b>N</b>	<b>Data Contact</b>		<b>N/A</b>
<b>Protected Characteristics</b>	<b>Impact Y/N</b>	<b>Level of Impact</b>				<b>Explanation of decision Level of impact</b>	
<b>Age</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Race</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Sex</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Gender Reassignment</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Disability</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Religion or belief</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Sexual Orientation</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	
<b>Pregnancy or maternity</b>	N				nil	<b>No identified impact as internal service restructure and vacant post</b>	

<b>Marriage/ Civil Partnership</b>		N				nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Will the proposal help to eliminate discrimination, harassment and victimisation?</b> No							
<b>Will the proposal help to advance equality of opportunity?</b> No							
<b>Will the proposal help to foster good relations?</b> No							
<b>Other Groups to consider</b>	<b>Impact Y/N</b>					<b>Level of Impact</b>	<b>Explanation of decision Level of impact</b>
<b>Unemployed/low income</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Carers</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>People with criminal convictions</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Refugees &amp; Asylum seekers</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Gypsies &amp; Travellers</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Young People leaving care</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>
<b>Geographical impacts</b>	N					nil	<b>No identified impact as internal service restructure and vacant post</b>

<b>Are there any potential impacts on partners eg. Providers, Health, Police etc. Please detail</b>			
<b>No</b>			
<b>Have any other options been explored</b>	<b>Y</b>	<b>N</b>	<b>If yes please detail</b>
<b>No</b>			