



Equality Impact Assessment

Preliminary assessment form v5 / 2013

www.portsmouth.gov.uk

The preliminary impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies which require a full EIA by looking at:
 - negative, positive or no impact on any of the equality groups
 - opportunity to promote equality for the equality groups
 - data / feedback
- prioritise if and when a full EIA should be completed
- justify reasons for why a full EIA is not going to be completed

Directorate:

Director of Community & communications

**Function e.g. HR,
IS, carers:**

Volunteering service

Title of policy, service, function, project or strategy (new or old) :

Internal volunteering Strategy 2018-2021 for PCC

Type of policy, service, function, project or strategy:

- ☐ Existing
- ☒ New / proposed
- ☐ Changed

Q1 - What is the aim of your policy, service, function, project or strategy?

To create an internal PCC strategy to encourage volunteering across the authority and that individuals, groups and communities will be inspired to volunteer, developing and applying their skills, talents and passions so that together we can deliver better outcomes for the communities of Portsmouth.

Q2 - Who is this policy, service, function, project or strategy going to benefit or have a detrimental effect on and how?

A number of PCC directorates have had volunteers supporting a number of services over many years. Following the introduction of the Volunteer Policy in December 2015, we are now well placed to develop and enhance volunteering across the Council; however we recognise there is more we can do. The world we live in is now faster, more hectic and offers more choice than ever before and volunteering experiences can't remain stuck in the past. We do not need to abandon all traditional roles, but we do need to start exercising more creativity and flexibility in the way volunteer roles are identified and set up to ensure that there will match the expectations of existing and prospective volunteers now and in the future.

- There is an expressed commitment to the involvement of volunteers, and recognition throughout the council that volunteering is a two-way process which benefits volunteers and the organisation.
- A more diverse organisation, with volunteers who are reflective of service user population, particularly young people and those from disadvantaged communities
- An effective communication strategy that ensures all our volunteers feel part of PCC, and that their opinion is valued
- Offering high quality, consistently good volunteering experiences wherever volunteers are supporting us
- The organisation commits appropriate resources to working with all volunteers, such as money, management, staff time and materials.
- The whole organisation is aware of the need to give volunteers recognition

Q3 - Thinking about each group below, does, or could the policy, service, function, project or strategy have a negative impact on members of the equality groups below?

| Group | Negative | Positive / no impact | Unclear |
|------------|--------------------------|-------------------------------------|--------------------------|
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| | | | |
|-------------------------|--------------------------|-------------------------------------|--------------------------|
| Transgender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Other excluded groups | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If the answer is "negative" or "unclear" consider doing a full EIA

Q4 - Does, or could the policy, service, function, project or strategy help to promote equality for members of the equality groups?

| Group | Yes | No | Unclear |
|------------------------|--------------------------|-------------------------------------|--------------------------|
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Transgender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pregnancy or maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Other excluded groups | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If the answer is "no" or "unclear" consider doing a full EIA

Q5 - Do you have any feedback data from the equality groups that influences, affects or shapes this policy, service, function, project or strategy?

| Group | Yes | No | Unclear |
|-------|--------------------------|-------------------------------------|--------------------------|
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| | | | |
|-------------------------|--------------------------|-------------------------------------|--------------------------|
| Disability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Transgender | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Other excluded groups | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If the answer is "no" or "unclear" consider doing a full EIA

Q6 - Using the assessments in questions 3, 4 and 5 should a full assessment be carried out on this policy, service, function or strategy?

☐ yes ☒ No

Q7 - How have you come to this decision?

A full EIA will not be completed as this will not give us any more information that we have not already collected, this strategy will only encourage people to volunteer at PCC, enable individuals to get the opportunity to volunteer and feel valued but also to ensure PCC complies with various legislation e.g. GDPR, health and safety. This strategy will not have any adverse impacts on any of the protected characteristics.

We know as an authority we need to target particular groups to make sure our volunteers are as diverse as the community we serve, working with the community and voluntary sector we can look at ways of how to do this but also ensure the volunteering roles at PCC are suitable and interesting to encourage disadvantaged groups to volunteer with us.

In June 2016 the Council conducted a survey of its volunteers at the same time it conducted a staff survey. The full results are available in a separate report. Key findings from the survey:

- 141 respondents - unable to give percentage of responses as we do not know the number of current volunteers
- 96% rated their volunteering experience as excellent or good
- 56% of respondents were retired - 65% over 55 years of age
- 61% of respondents were female, 14% are working, 8% stay at home parents and 7% students
- 74% have volunteered for over a year, while 44% have been doing so for more than 3 years
- 61% might consider volunteering more
- On average a volunteer will spend just over 14 hours every month and 8% volunteer for 30 hours per week or more.
- 45% of respondents did not feel part of PCC, although 88% felt that their opinion was valued
- 22% said that there was no training for their role, although the training received was considered to be

excellent or good.

If you have to complete a full EIA please contact the Equalities and diversity team if you require help
Tel: 023 9283 4789 or email:equalities@portsmouthcc.gov.uk

Q8 - Who was involved in the EIA?

Gina Perryman

This EIA has been approved by: Brian Bracher

Contact number: x1280

Date: 19/02/18

Please email a copy of your completed EIA to the Equality and diversity team. We will contact you with any comments or queries about your preliminary EIA.

Telephone: 023 9283 4789

Email: equalities@portsmouthcc.gov.uk