

## EQIA Submission – ID Number

### Section A

**EQIA Title**

SHQ Decant from Invicta House into Session House for foreseeable future.

**Responsible Officer**

Joanne Taylor - DCED INF

**Approved by (Note: approval of this EqIA must be completed within the EqIA App)**

Joanne Taylor - DCED INF

### Type of Activity

**Service Change**

No

**Service Redesign**

No

**Project/Programme**

Project/Programme

**Commissioning/Procurement**

No

**Strategy/Policy**

No

**Details of other Service Activity**

No

### Accountability and Responsibility

**Directorate**

Strategic and Corporate Services

**Responsible Service**

Infrastructure

**Responsible Head of Service**

Joanne Taylor - DCED INF

**Responsible Director**

Rebecca Spore - DCED INF

### Aims and Objectives

Aim:

Due to a change in leadership, our aim is to decant all staff from Invicta House to Sessions House for a longer period of time, initially thought to be 2 years but will now ultimately be for a minimum of 3 to 4 years. The initial phase involved decanting into Sessions House A Block, successfully replicating the desk and meeting room provisions from Invicta House. This includes the case conferencing business unit retaining their own reception, office space and VC enabled meeting facilities.

Limited additional compliance works have been carried out across A block, however there may be additional compliance works required from an accessibility perspective, because the works conducted were on the basis of a semi-permanent 24-month relocation whereas the spaces may continue to be occupied beyond the initial intended period.

In addition to this, we may look to utilise additional space within Sessions House. Namely B block, currently vacant but could be an option when looking for additional desk capacity. Further accessibility works may also be required to this block to accommodate occupants.

Objective:

Provide a more permanent, accessible office space for KCC staff in Sessions House; using Blocks A, C and D initially – with potential to expand back into blocks B and E. in line with the 'Safe, Warm and Dry' guidelines.

Step: To give good communication to all staff and listen to staff requests for access, egress and working arrangements within Sessions House on a more permanent basis.

## Section B – Evidence

**Do you have data related to the protected groups of the people impacted by this activity?**

Yes

**It is possible to get the data in a timely and cost effective way?**

Yes

**Is there national evidence/data that you can use?**

Yes

**Have you consulted with stakeholders?**

Yes

**Who have you involved, consulted and engaged with?**

Members  
Strategic Reset Programme Board  
Corporate Management team  
Officers across the Council  
Stakeholder groups for SHQ

**Has there been a previous Equality Analysis (EQIA) in the last 3 years?**

Yes

**Do you have evidence that can help you understand the potential impact of your activity?**

Yes

## Section C – Impact

**Who may be impacted by the activity?**

**Service Users/clients**

Service users/clients

**Staff**

Staff/Volunteers

**Residents/Communities/Citizens**

No

**Are there any positive impacts for all or any of the protected groups as a result of the activity that you are doing?**

No. Note: If Question 17 is "No", Question 18 should state "none identified" when submission goes for approval

**Details of Positive Impacts**

Due to the age and lack of consistent improvement works to Sessions House, there are significant accessibility issues within the building with limited accessible pathways to A block and the restaurant area due to smaller lift spaces. There are other office spaces within the KCC estate that offer varying levels of accessibility with a mixture of building solutions and management arrangements.

Due to the change in circumstances, there could come a time where KCC will need to address the accessibility issues within Sessions House and explore options for a scope of works to aid accessibility.

**Negative impacts and Mitigating Actions**

<b>19. Negative Impacts and Mitigating actions for Age</b>
<b>Are there negative impacts for age?</b>
No. Note: If Question 19a is "No", Questions 19b,c,d will state "Not Applicable" when submission goes for approval
<b>Details of negative impacts for Age</b>
Not Completed
<b>Mitigating Actions for Age</b>
Not Completed
<b>Responsible Officer for Mitigating Actions – Age</b>
Not Completed
<b>20. Negative impacts and Mitigating actions for Disability</b>
<b>Are there negative impacts for Disability?</b>
Yes
<b>Details of Negative Impacts for Disability</b>
There are accessibility restrictions as mentioned above, which over the mid-long term use of Sessions House will eventually require management to take action. While the current vision is to make minimal building fabric changes, there may be a requirement for a higher level of changes to be made to the building fabric for the retained use of Sessions House. This building is the most convenient for staff which do not drive.
<b>Mitigating actions for Disability</b>
FM will be responsible for managing these enhanced requirements via a maintenance strategy, that identifies existing and potential maintenance issues – with the strategy designed to pipeline and prioritise each element, allowing for a fast turnaround in maintaining Sessions House.
Increased signage around Sessions House should give people clear indications for accessible pathways, toilets and office spaces.
Further information as to the accessibility features and limitations in respect of Sessions House to be made available on Knet
Increased capacity at other offices such as Worrall house which is accessible for all, providing an alternative accessible working location for staff which drive and do not need public transport due to the location of our other buildings.
Managers to work with FM as to what management actions can be put in place over the mid-long term period within Sessions House.
<b>Responsible Officer for Disability</b>
Anthony Carty
<b>21. Negative Impacts and Mitigating actions for Sex</b>
<b>Are there negative impacts for Sex</b>
No. Note: If Question 21a is "No", Questions 21b,c,d will state "Not Applicable" when submission goes for approval
<b>Details of negative impacts for Sex</b>
Not Completed
<b>Mitigating actions for Sex</b>
Not Completed
<b>Responsible Officer for Sex</b>
Not Completed
<b>22. Negative Impacts and Mitigating actions for Gender identity/transgender</b>
<b>Are there negative impacts for Gender identity/transgender</b>
No. Note: If Question 22a is "No", Questions 22b,c,d will state "Not Applicable" when submission goes for

approval
<b>Negative impacts for Gender identity/transgender</b>
Not Completed
<b>Mitigating actions for Gender identity/transgender</b>
Not Completed
<b>Responsible Officer for mitigating actions for Gender identity/transgender</b>
Not Completed
<b>23. Negative impacts and Mitigating actions for Race</b>
<b>Are there negative impacts for Race</b>
No. Note: If Question 23a is "No", Questions 23b,c,d will state "Not Applicable" when submission goes for approval
<b>Negative impacts for Race</b>
Not Completed
<b>Mitigating actions for Race</b>
Not Completed
<b>Responsible Officer for mitigating actions for Race</b>
Not Completed
<b>24. Negative impacts and Mitigating actions for Religion and belief</b>
<b>Are there negative impacts for Religion and belief</b>
No. Note: If Question 24a is "No", Questions 24b,c,d will state "Not Applicable" when submission goes for approval
<b>Negative impacts for Religion and belief</b>
Not Completed
<b>Mitigating actions for Religion and belief</b>
Not Completed
<b>Responsible Officer for mitigating actions for Religion and Belief</b>
Not Completed
<b>25. Negative impacts and Mitigating actions for Sexual Orientation</b>
<b>Are there negative impacts for Sexual Orientation</b>
No. Note: If Question 25a is "No", Questions 25b,c,d will state "Not Applicable" when submission goes for approval
<b>Negative impacts for Sexual Orientation</b>
Not Completed
<b>Mitigating actions for Sexual Orientation</b>
Not Completed
<b>Responsible Officer for mitigating actions for Sexual Orientation</b>
Not Completed
<b>26. Negative impacts and Mitigating actions for Pregnancy and Maternity</b>
<b>Are there negative impacts for Pregnancy and Maternity</b>
No. Note: If Question 26a is "No", Questions 26b,c,d will state "Not Applicable" when submission goes for approval
<b>Negative impacts for Pregnancy and Maternity</b>
Not Completed
<b>Mitigating actions for Pregnancy and Maternity</b>
Not Completed
<b>Responsible Officer for mitigating actions for Pregnancy and Maternity</b>
Not Completed
<b>27. Negative impacts and Mitigating actions for Marriage and Civil Partnerships</b>
<b>Are there negative impacts for Marriage and Civil Partnerships</b>
No. Note: If Question 27a is "No", Questions 27b,c,d will state "Not Applicable" when submission goes for

approval
<b>Negative impacts for Marriage and Civil Partnerships</b>
Not Completed
<b>Mitigating actions for Marriage and Civil Partnerships</b>
Not Completed
<b>Responsible Officer for Marriage and Civil Partnerships</b>
Not Completed
<b>28. Negative impacts and Mitigating actions for Carer's responsibilities</b>
<b>Are there negative impacts for Carer's responsibilities</b>
No. Note: If Question 28a is "No", Questions 28b,c,d will state "Not Applicable" when submission goes for approval
<b>Negative impacts for Carer's responsibilities</b>
Not Completed
<b>Mitigating actions for Carer's responsibilities</b>
Not Completed
<b>Responsible Officer for Carer's responsibilities</b>
Not Completed