

Community Impact Assessment: Summary

1. Name of service, policy, function or criteria being assessed:

CYC Volunteering Policy

2. What are the main objectives or aims of the service/policy/function/criteria?

Background

In January 2011 the CYC Corporate Management Team approved an interim volunteering strategy for the Council. It outlined how the Council could improve its policies in order to manage volunteers more effectively and describes the council's aspiration to encourage staff to volunteer. Significant progress has been made since the interim strategy was developed and following consultation with the Council's human resources department and the Volunteer Manager's Network, a draft refreshed policy has been drawn up which accompanies this impact assessment.

The new volunteering policy aims to provide a clear steer to the Council's volunteer managers and a uniform approach to volunteer management. It seeks to embed the 'York Charter for Volunteering' principles in the day to day practice and brings together processes and procedures to support the Council's volunteering programmes

Equalities - This draft Policy actively promotes equality of opportunity to volunteering:

1)it has adopted the Charter for Volunteering principles ie 'Volunteers are treated fairly, barriers to volunteering are removed and diversity is welcomed'

2)It includes the CYC Equal Opportunities statement

3)Volunteer Managers are responsible for providing an Equal Opportunities statement in the pack for new volunteers

4) Volunteer Managers will regularly obtain equality monitoring information from their volunteers so that the council can establish if people involved in its corporate volunteering projects are representative of York's communities. Knowing the volunteer's equality profile will enable the council to focus efforts on engaging under-represented groups that will lead to a more diverse volunteer pool.

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3. Name and Job Title of person completing assessment:

Kay Bailey, Neighbourhood Manager

4. Have any impacts been Identified? (Yes/No)

Yes

Community of Identity affected:

All

Summary of impact:

The policy's main features include the removing of barriers (eg physical, perceived etc) to volunteering to improve the quality of the volunteering experience in all Council-led volunteering schemes. For example by regular equality profiling and incorporating the policy guidelines into everyday volunteer management. The Policy sets out procedures to enable a smooth relationship with volunteers covering the areas of equality, review, management etc All Communities of Identity should therefore be positively impacted as the policy sets out essential guidelines and principles which each service should incorporate into their volunteer management programmes. In order to help mitigate any negative impact the following actions will be incorporated:

- Updating the Council's volunteer managers' training materials to reflect the Policy
- Briefings in Volunteer Managers' Network meetings
- Briefing for the CYC Volunteering Champion
- Volunteer roles can demonstrate that they are accessible to all
- Volunteering is actively promoted across Communities of Equality in York.

5. Date CIA completed: 16 November 2015

6. Signed off by:

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7. I am satisfied that this service/policy/function has been successfully impact assessed.

Name: Mary Bailey

Position:

Date:

8. Decision-making body:

Date:

Decision Details:

Send the completed signed off document to ciasubmission@york.gov.uk It will be published on the intranet, as well as on the council website.

Actions arising from the Assessments will be logged on Verto and progress updates will be required

Community Impact Assessment (CIA)

Community Impact Assessment Title:

What evidence is available **to suggest that the proposed service, policy, function or criteria could have a negative (N), positive (P) or no (None) effect** on quality of life outcomes? (Refer to guidance for further details)

Can negative impacts be justified? **For example: improving community cohesion; complying with other legislation or enforcement duties; taking positive action to address imbalances or under-representation; needing to target a particular community or group e.g. older people.** NB. Lack of financial resources alone is NOT justification!

Community of Identity: Age

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>1) Equality Profiling was carried out by service areas in 2014 who take on volunteers across the Council. Equality profiling of current council volunteer opportunities indicates that take up from York's protected characteristics, (e.g gender, age, minority ethnic, and faith) is under represented.</p>	<ul style="list-style-type: none"> •Access to services and employment •Longevity •Health, •Education •Productive and valued activities •Identity, expression and self-respect 	Positive	Positive

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<p>2) The Council's Equality Advisory Group has made reference in its meetings to the important role that volunteering plays for people from a community of identity and that Council services need to consider how they make their roles accessible to all.</p> <p>The Council's duty under the Equality Act states that the local authority must not discriminate based on a protected characteristic.</p>				
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p>The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.</p>	N/A	<p>The council will actively promote volunteering opportunities across York's communities of identity. The approach will be cascaded from the Volunteer Managers Network.</p> <p>By introducing The Policy the volunteer experience will be enhanced, however volunteering by its nature is something that is not enforceable and therefore all</p>		

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<p>Volunteer roles are not always accessible to young people</p>		<p>residents have the option not to volunteer. The Policy ensures that the volunteer and volunteer manager experience is managed without prejudice and is accessible at the point of entry.</p> <p>The policy has incorporated standards and principles which all volunteer managers must adhere to in the induction of new volunteers.</p> <p>The Volunteer managers network will be a source of information and support to volunteer managers across the authority eg training and advice</p> <p>The Council wants to actively promote volunteering for the under 18s and a guidance document 'Involving young volunteers – good practice guidance' was produced with York CVS to support service areas to develop and adapt roles for young people.</p>		
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Community of Identity: Carers of Older or Disabled People

Community of Identity: Carers of Older or Disabled People					
Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)		
<p>As above</p> <p>The Council's duty under the Equality Act states that the local authority must not discriminate based on a protected characteristic.</p>	<ul style="list-style-type: none"> •Access to services and employment •Longevity •Health •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, •Individual, family and social life. •Identity, expression and self-respect, 				
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date	
<p>The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.</p>	<p>N/A</p>	<p>The policy's equality opportunities statement :The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p>			

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		Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.		
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Community of Identity: Disability

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>As above</p> <p>The Council's duty under the Equality Act states that the local authority must not discriminate based on a protected characteristic.</p>	<ul style="list-style-type: none"> •Access to services and employment •Longevity •Health, including both well-being •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, such as access to employment, a positive experience in the workplace, work/life balance, and being able to care for others. •Individual, family and social life, including self-development, having 	<p>Positive</p>	<p>Positive</p>

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		<p>independence and equality in relationships and marriage.</p> <ul style="list-style-type: none"> •Participation, influence and voice, •Identity, expression and self-respect. 		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p>The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.</p> <p>Volunteering roles may not be accessible to disabled volunteers.</p>	N/A	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p>		

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Community of Identity: Gender

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>Volunteer equality profile 2014-15 does not currently reflect the structure of the York community, as there is significantly higher number of female volunteers (64%) and only (36%) male volunteers. Census statistical information for York shows females at 51.4% and males at 48.6%.</p> <p>The Council's duty under the Equality Act states that the local authority must not discriminate based on a protected characteristic.</p>	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities. •Individual, family and social life •Participation, influence and voice, including participation in decision-making and democratic life. •Identity, expression and self-respect 	P	P

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Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.	N/A	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		

Community of Identity: Gender Reassignment

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
As above	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being •Education, including both being able to be creative, to acquire skills and 	p	p

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		<p>qualifications and having access to training and life-long learning.</p> <ul style="list-style-type: none"> •Productive and valued activities, •Individual, family and social life, •Participation, influence and voice, including participation in decision-making and democratic life. •Identity, expression and self-respect, 		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.	N/A	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		

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Community of Identity: Marriage & Civil Partnership

Community of Identity: Marriage & Civil Partnership					
Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)	
As above		<ul style="list-style-type: none"> • Access to services and employment • Health, including both well-being • Education • Productive and valued activities, such as access to employment, a positive experience in the workplace, work/life balance, and being able to care for others. • Individual, family and social life • Participation, influence and voice, including participation in decision-making and democratic life. • Identity, expression and self-respect, 	p	p	
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date	
The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.	N/A	The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less			

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		<p>favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		
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Community of Identity: Pregnancy / Maternity

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, •Individual, family and social life, including self-development, having independence and equality in relationships and marriage. •Participation, influence and voice, including participation in decision- 	<p>p</p>	<p>p</p>

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		making and democratic life. •Identity, expression and self-respect,		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.	N/A	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		

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Community of Identity: Race

Community of Identity: Race				
Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)	
	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, such as access to employment, a positive experience in the workplace, work/life balance, and being able to care for others. •Individual, family and social life, •Participation, influence and voice, including participation in decision-making and democratic life. •Identity, expression and self-respect, including freedom of belief and religion. 	p	p	
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date

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<p>The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.</p>	<p>N/A</p>	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		
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Community of Identity: Religion / Spirituality / Belief

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, such as access to employment, a 	<p style="text-align: center;">p</p>	<p style="text-align: center;">p</p>

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		<p>positive experience in the workplace, work/life balance, and being able to care for others.</p> <ul style="list-style-type: none"> •Individual, family and social life, including self-development, having independence and equality in relationships and marriage. •Participation, influence and voice, including participation in decision-making and democratic life. •Identity, expression and self-respect, including freedom of belief and religion. 		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p>The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.</p>	<p>N/A</p>	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p>		

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Community of Identity: Sexual Orientation

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>The national Census has not asked people to define their sexuality so there is no definitive figure available on York's population. The CYC Volunteers equality profile 2014-15 which did ask the question, showed that individuals from a spectrum of sexual orientation are participating in our volunteering programmes.</p>	<ul style="list-style-type: none"> •Access to services and employment •Health, including both well-being and access to high quality healthcare. •Education, including both being able to be creative, to acquire skills and qualifications and having access to training and life-long learning. •Productive and valued activities, such as access to employment, a positive experience in the workplace, work/life balance, and being able to care for others. •Individual, family and social life, including self-development, having independence and equality in relationships and marriage. 	<p>p</p>	<p>p</p>

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		<ul style="list-style-type: none"> •Participation, influence and voice, including participation in decision-making and democratic life. •Identity, expression and self-respect, 		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
The Policy sets out principles and guidance procedures to enable a positive relationship with volunteers and a safe and meaningful volunteer experience.	N/A	<p>The policy's equality opportunities statement: The council is committed to equality and aims to ensure that no volunteer involved in the council's volunteering projects receives less favourable treatment on the grounds of a protected characteristic.</p> <p>Volunteer Managers have been consulted on in the production of the draft policy document and will need to ensure that is put into practice as part of their volunteer manager role.</p>		