

SUMMARY SHEET SUMMARY OF IMPACT ASSESSMENT (IA)

Policy	Scheme of Administration and Delegation to Committees – Religious Representatives Voting Rights	Date of process	March 2024
Lead service	Governance and Assurance	Contact person for process	Nick Evans – Democratic Services Manager

Names of those involved in process

Nick Evans – Democratic Services Manager, Claire Rogerson - Senior Governance Officer, Tracey Sonko - Governance Officer and Fraser Davies - Improvement Development Officer

Summary of IA

The Council is required to publish the findings and results of all IAs conducted. The publication should include a summary of the following:

<p>Research and data (section 3) What was used to assess the impact of the policy and a summary of the findings? Who was involved and consulted during the assessment stage? What were the findings from the consultation and how was this information used to develop the policy?</p>	<p>Who: Officers from the Governance and Assurance Engagement with those religious representatives who are currently members of the Committee Elected Members as part of discussions at Review of Standing Orders Sub Committee and Full Council</p> <p>What: Engagement with SOLAR to identify other Councils who had removed voting rights from religious representatives – a number of which have done so</p> <p>Consultation Findings: Engagement with current religious representatives has been carried out and their responses have been included in the report for consideration by Members.</p>
<p>Impact Assessment (section 4) From the summary table at number 25 list the impacts.</p>	<p>Positive Impact(s) – 1 (Religion and Belief) No Impact(s) – 12 (Age, Disability, Sex, Gender reassignment and Transgender, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Sexual Orientation, Human Rights, Health & Wellbeing & Health Inequalities, Economic & Social Sustainability, Environmental Sustainability, Climate Change and Energy Management) Negative Impact(s) – 1 (Religion and Belief)</p>

Monitoring and review (section 5) How is the policy to be monitored - how often and by whom?	As part of the Committee report considering the voting rights of religious representatives, Elected Members are asked to agree to a review of the refreshed Scheme of Administration and Delegation to Committees after 12 months. This review will be led by Governance and Assurance and reported to Committee/Full Council.
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Summary of actions arising from the Impact Assessment

Transfer details from table at number 26

Actions	Responsibility	Timescale
A review of the refreshed Scheme of Administration and Delegation to Committees after 12 months is proposed as part of the Committee report, which will be reported to the Review of Standing Orders Sub Committee and Full Council	Governance and Assurance	March 2025