

Working together to create a borough of opportunity
Predictive Equality Impact Assessment (PEIA)
FOR ALL COUNCIL DECISIONS ONLY



Title of report or proposal:

Efficiency savings – Corporate Travel Expenses

Describe in full the aims, objectives and purpose of the proposal, including desired outcomes:

Report proposes to reduce expenditure on staff travel expenses by introducing a Travel brokerage and staff Oyster cards.

Department:

DFCS

Form and report MUST be checked and countersigned by the Principal Policy Officer (Organisational Development)

Officer Responsible: *(to be completed by the report author)*

Ron Clements, Programme Manager, MEW Team, Ext 2910.

(Signature, Print Name, Contact Number and Email Address)

Principal Policy Officer: *(to be completed by the Principal Policy Officer (OD))*

Signed off by Ammara Khan. Email ammara.khan@lbhf.gov.uk Tel 020 8753 3430

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Who are the main people that this decision will affect?

Staff

2. Identify the risks that could prevent the planned outcomes

No risks as such, Cabinet decision as to whether to change current process for procuring business travel.

3. Could the proposal have a positive impact on **a) race b) disability c) gender d) sexual orientation e) age f) belief system groups?** (Please provide evidence e.g. user feedback, complaints, monitoring?)

a)N/A b)N/A c)N/A d)N/A e)N/A f)N/A

4. Could the proposal have a negative impact on **a) race b) disability c) gender d) sexual orientation e) age f) belief system groups?** (Please provide evidence e.g. user feedback, complaints, monitoring,?)

a)N/A b)N/A c)N/A d)N/A e)N/A f)N/A

5. Can any negative impact of the decision be justified?

N/A

6. If you have undertaken any internal/ external research or consultation(s) please list these below:

None

7. Do you need to undertake any further consultation? If so, what and with whom?

No

Contact: Ammara Khan 0208 7533430
Assistant Chief Executive's Department
London Borough of Hammersmith & Fulham

Email completed form to PEIA@lbhf.gov.uk