

**Appendix 3  
Equality Impact Assessments  
2019/20 Budget Reduction Proposals  
5<sup>th</sup> February 2019**



**1. Introduction**

This paper provides Members with information to help them fulfil their equality duties; it should be read in conjunction with the Equality Impact Assessments that have been prepared and provided for each budget reduction proposal in advance of the 5th February 2019 Executive meeting.

**2. Public Sector Equality Duties**

The Equality Act 2010 (Section 149) sets out public sector equality duties, which elected Members must consider. Members will recall that the general duties are to have due regard to the need to:

1. Eliminate discrimination, harassment, victimisation and other conduct prohibited by the Act.
2. Advance equality of opportunity between people who share a protected characteristic and those who do not.
3. Foster good relations between people who share a protected characteristic and those who do not.

Advancing equality of opportunity involves, in particular, having due regard to the need to:

- remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

**3. Due Regard**

'Due regard' is the regard that is appropriate, in all the particular circumstances. Members must also pay regard to any countervailing factors. The weight to be given to the countervailing factors is a matter for Members. There is no requirement to take certain steps or to achieve certain results. The duty is only to have due regard to the need to take the relevant steps.

**4. Protected characteristics**

These general equality duties cover the following protected characteristics:

- age

- disability
- gender reassignment
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation
- and marriage and civil partnership. (This protected characteristic applies only to general duty 1.)

In addition to these areas (protected by the general duties) council EIAs also consider the impact on people on a low income.

## **5. Considering the equality duties**

When considering the equality duties listed above in 2, thought must be given to the following areas:

- Meeting different needs includes, for example, taking steps to take account of disabled people's needs.
- Fostering good relations includes having due regard to the need to tackle prejudice and promote understanding between people who share a protected characteristic and those who do not share it.
- Compliance with the general equality duty may involve treating some people more favourably than others.
- The general equality duty also applies to other organisations that carry out services on behalf of the Council.

## **6 2019/20 Equality Impact Assessments (EIAs)**

As Members are aware, to aid understanding and the consideration of these important equality duties, managers complete EIAs for each proposed budget reduction.

Members have been provided with information to highlight any potential disproportionate impact on any diverse group for each budget reduction proposal for 2019/20. This report includes an overall analysis of the cumulative impact on specific groups.

Initial EIAs have been undertaken for budget proposals for 2019/20. The potential impact on equalities groups has been assessed as:

- High (H)
- Medium (M)
- Low (L)
- None – If there are no identified impacts on any protected group

Taking account mitigating action that is planned or in place, most of the savings are considered to have no, low, or in some cases a positive impact on service users. If the

impact has been assessed as potentially being 'medium' or 'high' on service users, then a detailed Equality Impact Assessment has been undertaken and is included within this report.

Where the proposals are not yet developed to a stage to allow a more detailed Equality Impact Assessment to be completed, such as the parking review (DE5), Marketing and Communications (CSD9) and the recommissioning of Supporting People (accommodation based) contracts (PCA6), more in depth consultation and data analysis will take place if the proposals are taken forward. The results from this will be reflected in a revised Equality Impact Assessment as the proposals are developed in more detail.

Detailed EIAs include the following important information:

- An assessment of the relevance of the budget proposal to the general equality duties and the protected characteristics.
- Collection and analysis of equality information to ensure equality issues can be fully explored and considered.
- Plans for and results of consultation and engagement with the people affected by proposed changes, to further understand the equality implications of the proposals. (Any consultation and engagement activity will be proportionate to the significance of equality issues to the budget decision)

## 7 Diversity in North Somerset

EIAs include information about the users of services wherever possible. It may also be helpful for Members to reflect on the diversity profile of North Somerset.

The Office of National Statistics in their mid-year estimates 2016 indicate that North Somerset has a population of 211,500 people

**Age** – Of those, 47,100 are under the age of 19, 114,700 are between the age of 20 and 64, 49,700 are older people; those aged 65 and over. There are around 7,000 people in North Somerset who are over the age of 85.

The 2011 Census identified:

**Disability** - Disabled people make up 19.2% of the North Somerset population, 38,740 people. This compares to 17.9% of the population nationally.

**Sex** – There are slightly more females (51.4%) than males (48.6%) in North Somerset. This is in line with the national figures; (50.8% female and 49.2% male)

**Race** – Black and minority ethnic population make up 2.7% of North Somerset's population compared to 4.6% of the South West area and 14.0% nationally.

An additional 3.2% of people in North Somerset are from White Other Groups, which include Irish, European and other White groups. This compares to 5.4% nationally.

**Religion and Belief** - 61% of the population indicate that they are a Christian, with 30% indicating they have no religion, those with a religion other than Christianity make up 1.5% of the population. Nationally the profile is: 59.3% Christianity, 25.1% no religion and 8.4% other religions.

**Sexual Orientation** – data available is very limited however the Census indicates that 0.1% of households are within same sex civil partnerships. This is the same figure nationally.

**Deprivation** - The latest English Indices of Deprivation (September 2015) indicates that North Somerset as a district has the 3<sup>rd</sup> highest inequality (as measured by the range in national ranking between the most and least deprived Local Super Output Areas (LSOAs) across England). North Somerset had 5 LSOAs within the most deprived 5% in England, all within South or Central wards of Weston-super-Mare. There were 11 LSOAs within the least deprived 5% in England and these were spread across the district.

## **8. Consultation on the 2019/20 EAs**

Equality Impact Assessments were shared with Members during the budget scrutiny session on 10<sup>th</sup> December 2018 and made public through the council's website on 7<sup>th</sup> December 2018. Members were encouraged to review and comment on the EIAs.

A Stakeholder discussion group was held on 14<sup>th</sup> January 2019 to share information about the 'medium' or 'high' impact EIAs and to seek feedback on the issues raised.

The discussion group included representatives from:

- Citizens Advice North Somerset
- Senior Community Links
- Vision North Somerset
- Disability Access Group
- UNISON
- Elected members

Any further comments received on the EIAs prior to Members considering the Council's budget at their meeting of 12<sup>th</sup> February 2019, will also be shared with Members.

### **8.1 Results from consultation**

During the Stakeholder discussion group helpful, constructive comments were received. A number of concerns were raised on the 3 EIAs discussed, these included:

#### **PCPH1 – Substance Misuse Service**

- Concerns about the increased use of volunteers and the need to ensure that those volunteers are adequately trained and supported during their support for others
- Cumulative reductions in the service, making it more difficult for some groups of service users to fully engage in the support offered

#### **PCC4 – Residential Step-Down**

- Concerns about the council's ability to recruit appropriate foster carers
- The importance of consultation with young people and their families to ensure a successful transition
- Acknowledgement that the project is aiming to have a positive impact on young people

#### **PCC5 – Children's social care staffing**

- Impact on remaining staff within the team, and the team's capacity to respond to any increased need for the service
- Concerns regarding any increased waiting times for service users
- The council's ability to retain staff with the loss of the dedicated principal social worker post

The consultation responses have been included in and have influenced the development of mitigating actions identified in the EIA's.

The Stakeholder group noted positively the smaller number (than in previous years) of EIAs that were presented as being a 'high' or 'medium' risk but were also keen to acknowledge that the cumulative impact of public sector savings over the last 10 years on some vulnerable people if they use a number of council services, for example social care, children's centres, public transport, services from voluntary groups is likely to have made it more difficult to access necessary support.

The table below (8.3) provides a summary of the areas initially assessed as a 'high' or 'medium' impact and the mitigating actions being taken to reduce the level of potential impact wherever possible.

## **8.2 Potential 'high' or 'medium' impact assessments and mitigating actions**

Wherever appropriate, budget reductions have been achieved through the continuation of prior year proposals, exploring innovative and different ways of working such as merging smaller teams, linking revenues with capital resources and capital investments and generally working smarter and more efficiently, before front line service reductions are considered; therefore, limiting the impact on equality groups.

However, there is an acknowledgement that with far less public money available some individuals will be affected by the council's budget reduction proposals. As a result of the completion of EIAs there are 3 areas that have been identified as potential 'high' or 'medium' impact. This level of impact could be either because of the nature of the changes that are proposed or the groups of people who currently receive a service.

### 8.3 Initial EIAs that identified a potential 'high' or 'medium' impact

Budget Reference	Service Area	Reason for being included as high/medium impact	Initial service user impact	Mitigating Actions	Impact after mitigating actions
<b>PCC4</b>	Children's placement savings - Residential Step-Down Project	- The largest proportion of children entering the care system are from families on a low income.	Medium	<ul style="list-style-type: none"> <li>- An enhanced package of support for foster carers</li> <li>- Decisions regarding placements will be taken with the consent of child and with support from key family members</li> <li>- Ongoing consultation with children to understand the strengths of the programme and areas for further support</li> </ul>	Low
<b>PCC5</b>	Staffing reductions in social care teams	- The percentage of children who access support are more likely to be disabled, from BME groups and from families who are on a low income.	High	<ul style="list-style-type: none"> <li>- Children and families who require services will be assessed to ensure the council continues to work with those most in need</li> <li>- Recruitment of 12 ASYES (newly qualified social workers) to build the capacity in teams</li> <li>- Continued use of Early Help Scheme so that universal and targeted services continue to support families.</li> </ul>	Medium
<b>PCPH1</b>	Public Health - Substance Misuse service efficiencies	<ul style="list-style-type: none"> <li>- Large proportion of service users are not in employment and many live in areas of high deprivation.</li> <li>- Potential for a reduced ability to provide home visits and increased use of group work making it challenging to access services for some disabled people.</li> </ul>	Med	<ul style="list-style-type: none"> <li>- Ongoing work with provider to ensure the reduction is applied with the lowest risk to service users</li> <li>- Greater use of group work</li> <li>- An increase in the use of volunteers</li> </ul>	Low

## 9 Positive Impacts

It should be noted that 7 of the 2019/20 budget proposals have identified a positive impact on equality groups. Improvements and innovations in delivering services has resulted in improved outcomes for service users, the method of delivery may have changed but positive outcomes are being achieved, examples of these include:

- Meeting the increased need for quality childcare provision across North Somerset (PCC1)
- Piloting the use of digital solutions for frail, elderly people as a part a digitally enabled care offer to complement the traditional care package. (PCA8)
- Increasing the opportunities for the Shared Lives Scheme to be offered as an alternative to residential care, by increasing the number of carers recruited, and; expanding into other client groups including people with poor mental health and older people. (PCA5)
- The safe diversion of children from care as a result of the Edge of Care Intervention and Prevention Service. (PCC3)

## 10 Impact on North Somerset Council staff

The approach to managing workforce reductions has been developed in the context of a significant reduction in funding of public services. A number of budget proposals contain staffing restructures, these include: Finance and Procurement (CSD11), D&E Directorate restructure (DE4), Staffing reductions in Social Care (PCC5).

Initiatives to mitigate the impact on staff include:

- Holding posts vacant or filling vacancies on a temporary or fixed term basis, wherever possible and ending temporary arrangements before considering redundancies
- Offering redeployment and retraining opportunities to 'at risk' staff, wherever possible.

Given the scale of budget reductions, unfortunately some job losses are inevitable. However the council's stated policy is to avoid compulsory redundancy whenever possible.

If workforce changes are required, we will commence consultation at the earliest possible opportunity, irrespective of the number of employees involved.

### 10.1 Diversity across Council Workforce

As some budget reduction proposals may have an impact on the council's workforce. It may also be helpful for Members to be aware of the overall profile of the workforce, which is shown below:

The Council currently employs around 1,260 people outside of schools.

**Age** - the age profile of the non-school workforce is shown in the table:

Age Range	Percentage
16 - 20	1.0%
21 - 30	10.3%
31 - 40	21.8%

<b>41 - 50</b>	27.5%
<b>51 - 65</b>	37.6%
<b>Over 65</b>	1.7%

**Gender** – 74% of the non-school workforce are female.

**Ethnicity** – 89.7% of the non-school workforce are from English/ Welsh/ Scottish/ Northern Irish/ British Groups. The remaining 10.3% are from Black and Minority Ethnic (BME) and 'Other White' groups. (Figures based on the number of staff who have declared their ethnicity on iTrent)

**Disability** – 10.9% of council staff have declared that they have a disability. (Figures based on the number of staff who have declared if they have a disability on iTrent)

**Gender re-assignment, Sexual orientation & Religion or belief** - there is insufficient data currently held to accurately report on the workforce profile in relation to these areas

## 11. Cumulative Impact of Budget Reduction Proposals

### 11.1 Introduction

Creating a picture of how people are being affected by the Council's budget reductions and proposed future changes to services is difficult and complex. People are different in terms of their needs and expectations; people's interaction with public services and dependence upon public services vary.

However, the publication of all Equality Impact Assessments at the same time and altogether in one place (in this report and on the council's web-site), in advance of Council considering the 2019/20 budget, should help Members gain an overall picture of the impact of the proposed changes.

In addition, this report identifies areas where protected groups are potentially affected by a combination of budget reductions.

Analysis of the EIAs for the 43 budget reduction proposals show the following potential impact on equality groups (after any mitigating actions have been implemented):

- 29 assessments (67%) indicate that there should be 'no' impact on equality groups through the implementation of the budget reduction proposals
- 12 assessments (28%) indicate that there could be a 'low' impact on some equality groups through the implementation of the budget reduction proposal
- 2\* assessments (5%) indicate that there could be a 'medium' or 'high' impact on some equality groups through the implementation of the budget proposal.

\* In addition, the Substance Misuse service efficiencies within the overall Public Health budget proposal (PCPH1) has been assessed as having a potential 'medium' impact on equality groups. As a result, a detailed EIA has been completed for this element of the Public Health budget proposal and is presented with this report.



## 11.2 Budget proposals where ‘No’ Impact is expected on equality groups

The 29 assessments which indicate that there will be ‘no’ impact on equality groups account for approximately £8.3 million (77%) of the total savings proposals for 2019/20.

Examples of the type of savings proposal which would have ‘no’ impact on any equality group include:

- Changes to the nature of funding for services, e.g. partnership working with health colleagues, or acknowledging changes to government funding such as the Improved Better Care Fund
- Acknowledging income generated as a part of the budget, e.g. increase in numbers of people using the planning service
- Use of reserves to enable phasing or carefully managed implementation of a future service change

## 11.3 Budget proposals where a ‘Low’ Impact is expected on equality groups

The 12 assessments which indicate that there could be a ‘low’ impact on equality groups account for approximately £1.7m (16%) of the total savings proposals for 2019/20.

Examples of the savings that are likely to have a ‘low’ impact on equality groups include:

- Increased efficiency through contracts in areas such as Supporting People, Care and Repair and Sexual Health
- Reductions to reflect lower demand for services such as concessionary fares, internal printing and paper costs as a result in improvements in technology
- Staffing restructures in areas such as public health and early years

## 11.4 Budget proposals where a ‘High’ or ‘Medium’ impact is expected on equality groups

The assessments which indicate that the implementation of a budget proposal could be a ‘high’ or ‘medium’ impact on equality groups account for approximately £780,000 (7%) of the total savings proposals for 2019/20.

Whilst the ‘pooling’ of items in the preparation of the 2018/19 savings proposals does not enable a direct comparison of the percentage of savings proposals with this year’s budget, there is a substantial reduction from 40% in 2018/19 to 7% in 2019/20 of budget proposals that were assessed as having a ‘high’ or ‘medium’ impact on equality groups.

It is also positive to note that a number of proposals that were high lighted as having a potential ‘high’ or ‘medium’ impact on equality groups in 2018/19, where budget savings have continued, have been assessed this year as having a ‘low’ and, in one case, a positive impact on equality groups:

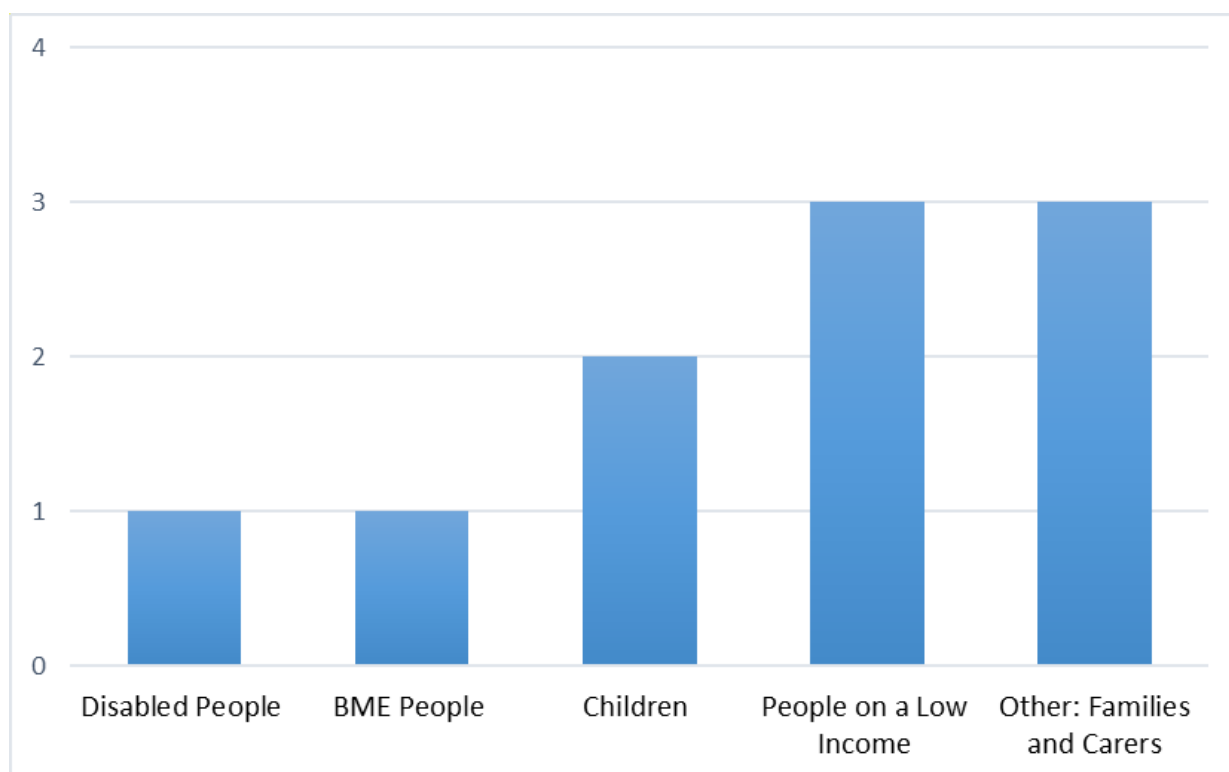
2019/20 budget reference	Service Area	Impact level on 2019/20
PCA2	Re-commissioning of Care and Repair Services	No
PCC2	Children’s Centres	Low
PCC3	Children’s placement savings – Social Impact Bond	Positive

The areas listed in the table below were identified through an initial assessment as anticipating a 'high' or 'medium' impact on equality groups (prior to mitigating actions) and where detailed EIAs are presented with this report.

Budget Reference	Budget proposal	Saving	Detailed EIA included
<b>PCPH1</b>	Substance misuse efficiency savings	£45,000	<b>Page 40 P&amp;C Adults and Public Health</b>
<b>PCC4</b>	Children's placement savings – Residential Step Down Project	£500,000	<b>Page 14 P&amp;C Children's Services</b>
<b>PCC5</b>	Staffing reductions in children's social care teams	£235,000	<b>Page 28 P&amp;C Children's Services</b>
<b>The total value of the proposals amounts to:</b>		<b>£780,000</b>	

## 11.5 Impacts on Equality Groups

11.5.1 The chart below highlights the cumulative impact on equality groups for the above proposals



(NB. Each EIA may identify multiple impacts, e.g. disability and ethnicity, therefore the total exceeds 3)

## **11.5.2 Families and Carers**

Services provided for Families and Carers will potentially be affected by the changes proposed in the 3 high-lighted EIAs. The services highlighted not only provide support for service users but also their wider family, reductions in these services could impact upon their well-being and the help they receive to support others during a complex and difficult time.

## **11.5.3 People on a low income**

Services for people on a low income are potentially impacted by the 3 highlighted EIAs. Generally, people from households with a low income are more likely to be users of a wide range of council services including public transport, adult and children's social care, children's centres etc. The 3 high-lighted EIAs all indicate that a large proportion of their service users are from households in this group.

## **11.5.4 Young people**

Potential impacts on children and young people have been identified through 2 of the highlighted EIAs. The nature of these services means that most noticeably the impacts are on vulnerable children who are in receipt of social care support.

In the case of the Residential Step-Down Project it is planned for this to be a positive impact, but the EIA rightly highlights the potential risks of the placement being unsuccessful.

## **11.6 Mitigating actions**

The EIAs all set out a series of mitigating actions to ensure that wherever possible the impact of these proposals is reduced so that the most vulnerable people in North Somerset continue to receive appropriate support and to enable the council to continue to provide services to those most in need.

## **11.7 Consequences of reductions of funding to the Voluntary and Community sector**

A small number of EIAs indicate that there may be an impact on the Voluntary and Community sector, where this is the case, dialogue is ongoing with those groups regarding the implementation of the proposals.

## **12. Monitoring the Impacts of the budget reduction proposals**

Within each EIA there is detailed information about the mitigating actions that are being taken to ensure that any impact is reduced where possible. The budget proposals are regularly monitored by the Corporate Management Team, the Executive, and Policy & Scrutiny Panels.

Actions arising from the EIAs are also reviewed by the Equality Scheme Implementation Group (ESIG).

**Equality Impact Assessments**

**Corporate Services**

**2019/20 budget proposals**

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# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services – Corporate Finance
<b>Budget reference:</b>	CC1
<b>Budget reduction proposal:</b>	Annual increase to fees and charges, assumes a 1.25% uplift for all service areas.
<b>Budget saving for this financial year:</b>	£330,000

#### Description of the proposal:

The council will continue its policy to apply an annual uplift in the fees and charges it levies on its services, based upon published external inflationary rates.

#### Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at levels using the council's discretion.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2019 to reflect the council's policy of annually inflating its charges to cover the costs for goods and services. Increases in income in adult social care will relate to increased contributions to services such as residential, nursing and home care, where the Council's costs are increasing, and these are subject to a financial assessment for each client.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				X

People in particular age groups			X				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There will be no significant impact on equality groups. This assessment has identified a low impact for those on a low income, disabled people and those in particular age groups. Whilst the proposal is to increase fees and charges, it should be noted that this increase is lower than either of the national inflationary measures of the Retail Prices Index or the Consumer Prices Index

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

N/A

If yes, how many posts could be affected? State whether they are current vacant, or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Richard Penska  
**Date:** 1<sup>st</sup> December 2018



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate
<b>Budget reference:</b>	CC2
<b>Budget reduction proposal:</b>	Reduce council tax support grant to town and parish councils.
<b>Budget saving for this financial year:</b>	£100,000

#### Description of the proposal:

The council will reduce the amount of council tax support scheme grant payable to town and parish councils in line with other changes to government funding.

#### Summary of changes:

The council currently pays a grant to town and parish councils following changes implemented by the Government for Localising Council Tax Support in April 2013. At the time this change saw the transfer of financial support for council tax into the council tax system, rather than through the delivery of a separate benefit mechanism.

In 2013/14 the council itself received a specific grant to offset the financial impact of the policy change, which it passed onto town and parish councils, however in previous years the Government rolled this funding into the overall funding settlement. This means that not only is it no longer separately identifiable, it has also been reduced in-line with the austerity measures and all other reductions in Government funding.

Since that time the council has continued to pay a grant to town and parish councils although it has reduced the value proportionately in line with the general reductions in funding. This proposal continues the policy of paying a grant at a reduced amount, although the reduction has been phased to reduce the grant evenly over the 3-year period from 2016-2019. This is in-line with the local government finance settlement published in December 2016, shows that by 2020 the council will receive less than 1% of its required funding through the revenue support grant. This is the final reduction and no grant will be payable in 2019/20.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			

Men or women (including pregnant women or those on maternity leave)				x			
Lesbian, gay or bisexual people				x			
People on a low income				x			
People in particular age groups				x			
People in particular faith groups				x			
People who are married or in a civil partnership				x			
Transgender people				x			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: Town and parish councils			x				

### 3. Explanation of customer impact

There may be an impact on town and parish councils however the grant forms only a small proportion of their overall financial considerations and they do have alternative options or solutions available.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant, or filled permanently or temporarily. n/a

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Richard Penska  
**Date:** 28<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate
<b>Budget reference:</b>	CC4
<b>Budget reduction proposal:</b>	Reduction in the level of Minimum Revenue Provision (MRP) chargeable to the council's budget
<b>Budget saving for this financial year:</b>	£2,500,000

#### Description of the proposal:

Financial adjustment to the revenue budget in respect of the annual minimum revenue provision charge.

#### Summary of changes:

The council changed its Minimum Revenue Provision (MRP) policy in 2016/17 from a reducing balance basis, to one which applied a straight-line charge using an annual asset life of 33 years. In 2017/18 the council, after consultation with treasury advisors and external auditors, took the opportunity to back-date the revised policy 2008 thereby generating a one-off surplus within the accounts. It was subsequently agreed to apply the resultant benefit evenly over a period of 8 years. This proposal reduces the revenue budget and aligns it to the proposed MRP repayment calculations. It should be noted that the budget will need to be reinstated in 2024/25.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			

Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			

**3. Explanation of customer impact**

None.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

n/a

If yes, how many posts could be affected? State whether they are current vacant, or filled permanently or temporarily. n/a

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Richard Penska  
**Date:** 28<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate
<b>Budget reference:</b>	CSD 1
<b>Budget reduction proposal:</b>	ICT Contracts
<b>Budget saving for this financial year:</b>	£275,000

#### Description of the proposal:

The proposal encompasses a basket of initiatives to reduce support services operational costs:

-£40,000	Special Purpose Vehicle (SPV) Income and reshaping of management resources
-£10,000	ICT Volume Variation (Reduced support desk hours)
-£20,000	Wide Area Network / Telephone procurement.
-£40,000	Re-let the Vodafone contract
-£75,000	Reduction in Capita One support costs
-£90,000	Storage & Compute

#### Summary of changes:

The initiatives are broadly a mix of contractual reductions that are triggered through reductions in staff reductions or data requirements; and savings associated the procurement of sub-contracts.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			

People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There are no customer impacts anticipated with this proposal.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

None.

If yes, how many posts could be affected? State whether they are current vacant, or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Stuart Anstead

**Date:**

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

Service area:	Corporate Services
Budget reference:	CSD2
Budget reduction proposal:	Revenues & Benefits and Debt Collection
Budget saving for this financial year:	£180,000

#### Description of the proposal:

A reduction in contractual costs associated with debt collection and a further reduction in Housing Benefit administration costs associated with a declining caseload due to Universal Credit.

#### Summary of changes:

Universal Credit continues to reduce the number of Housing Benefit applicants the council has to administer, this reduction in caseload triggers a contractual cost reduction through the volume variation mechanism.

The council has for several years paid for additional collection activity in order to maximise its Council Tax and Business Rate collection rates, with such activities as pursuing charging orders and bankruptcies etc. Much of this activity is now seen as “business as usual” and therefore there is no longer a need to fund these activities outside of the main contractual sum.

-£90,000	Residual Benefits Service
-£30,000	Debt collection (including credits and write offs)
-£60,000	Debt collection (including credits and write offs)

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			



People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There is no customer impact anticipated with this reduction.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

None.

If yes, how many posts could be affected? State whether they are current vacant, or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Stuart Anstead

Date:

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Town Hall Gateway
<b>Budget reference:</b>	CSD3
<b>Budget reduction proposal:</b>	Facilities Management
<b>Budget saving for this financial year:</b>	£40,000

#### Description of the proposal:

Reduction in security presence within the Town Hall Gateway associated with the introduction of a separate Police reception within the overall reception environment.

#### Summary of changes:

The proposal is to reduce the current security presence from two security guards down to one, it is not a reduction in hours that security will be present.

-40,000	Removal / reduction in TH Gateway security staff
---------	--

It is difficult to assess the staffing and customer impacts of this change, as these may be perception based and there are differing experiences of the effectiveness of a security presence within a customer services context.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				
People from different ethnic groups			X				
Men or women (including pregnant women or those on maternity leave)			X				
Lesbian, gay or bisexual people			X				
People on a low income			X				
People in particular age groups			X				
People in particular faith groups			X				

People who are married or in a civil partnership			X				
Transgender people			X				
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:			X				

### 3. Explanation of customer impact

Some customers may feel safer in the Gateway environment with the overt presence of two security guards, whereas some customers may find their presence threatening. It is, therefore, difficult to assess and explain the customer impacts.

The reason for bringing forward this change now is to associate it with the introduction of a separate Police reception within the overall Gateway and this should increase the perception of Gateway security without the need for two council security officers.

In view of the difficulty in measuring impacts it is proposed that this is initially conducted as a 6-month trial followed by a review of customer and staff impacts.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

Staff will be sensitive to a reduction in security and may feel less safe, whether this actually increasing risk with the introduction of the separate Police reception is questionable. The gateway is monitored by CCTV.

The gateway is currently monitored via CCTV Control room, this secondary security provision will continue following this reduction.

See comments on section 3 re customer impacts and trial period.

The staffing reduction (one post) is via a sub-contract within the Support Services contact.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Stuart Anstead

**Date:**

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate
<b>Budget reference:</b>	CSD4
<b>Budget reduction proposal:</b>	Other Support Services contact savings
<b>Budget saving for this financial year:</b>	£30,000

#### Description of the proposal:

Reduction in the costs of the Multi-Functional Device (MFD) click charges, paper and postage.

#### Summary of changes:

The savings proposal relates to a campaign to reduce internal printing and to reduce printing and posting correspondence. The campaign will encourage greater use of email.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Positive	Neutral	Negative
	High	Medium	Low	None			
Disabled people			X				X
People from different ethnic groups			x				X
Men or women (including pregnant women or those on maternity leave)				x			
Lesbian, gay or bisexual people				x			
People on a low income				X			
People in particular age groups			x				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				x			

### 3. Explanation of customer impact

There may be a low customer impact for those customers who prefer or require paper correspondence rather than email, this is more likely to impact upon customers who are disabled, older, or from minority ethnic groups. Customers who have an access need and who require information in an alternative format will continue to be provided with this information in their chosen format.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

None.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Stuart Anstead

**Date:**

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate - Legal & Democratic Services
<b>Budget reference:</b>	CSD 5
<b>Budget reduction proposal:</b>	Electoral Services, Registrars & Schools Appeals
<b>Budget saving for this financial year:</b>	£90,000

#### Description of the proposal:

Baseline external income received for Registrars and School Appeal services. Restructure and reductions within Electoral services.

#### Summary of changes:

We are building into baseline budget income streams we have managed to achieve over the last year. These have been received as unbudgeted income in current year given that we have been building up the service but have now reached the point where they can be included in the base budget with a degree of certainty as to being realised.

The restructure in Electoral Services has taken effect with a change in management reporting and amended specialist posts.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			

Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			

**3. Explanation of customer impact**

None of the changes are considered to be likely to impact on service delivery or user groups.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

The Electoral Service change has involved a restructure. This was subject to usual staff consultations and decision processes. This restructure has been concluded.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. No further, affect. The restructure has already been concluded. The savings in the budget represent the ongoing savings resulting from the concluded restructure.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Nicholas Brain  
**Date:** 14<sup>th</sup> November 2018



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services – HR, Business Intelligence and Emergency Planning
<b>Budget reference:</b>	CSD6
<b>Budget reduction proposal:</b>	HR, Business Intelligence and Emergency Planning
<b>Budget saving for this financial year:</b>	£142,000

#### Description of the proposal:

This saving is an amalgamation of a number of savings across; Emergency Planning, Business Intelligence, Corporate HR and Learning and Development.

#### Summary of changes:

The total saving of £142,000 will be made from:

- a reduction in posts in the Business Intelligence Team.
- changes to the way that Management Training is funded through effective use of the Apprenticeship Levy
- a restructure in the Emergency Planning team following staff retirement
- realignment of supplies and services and income from partners in Corporate HR

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			
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**3. Explanation of customer impact**

It is not anticipated that there will be any negative impacts to customers as a result of the changes proposed. The projects underway as a result of these savings aim to generate improvements in areas such as staff training and development and internal access to business intelligence data.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes  No

**Explanation of staff impact**

The Business Intelligence Team will reduce by 2 FTE. These are currently vacant posts.

Review of roles in Emergency Planning following retirement of the Team Manager and greater alignment with the Community Safety Team.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group?

Is a further detailed equality impact assessment needed?

Yes  No

If 'yes', when will the further assessment be completed?

**Service Manager:** Paul Morris  
**Date:** 5<sup>th</sup> December 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate - Transformation & Policy
<b>Budget reference:</b>	CSD8
<b>Budget reduction proposal:</b>	Transformation Resources
<b>Budget saving for this financial year:</b>	£57,000

#### Description of the proposal:

Use of earmarked transformation reserve towards staff costs whilst reviewing future priorities and delivery approach. Also reduce supplies and services budget to match previous reductions in team.

#### Summary of changes:

There will be a saving against salaries budgets whilst allowing the current phase of the programme to be completed. There will also be modest recurrent savings by reducing the supplies and services budget in proportion to previous reductions in the team. A review of future priorities and delivery arrangements will be required in 2019/20, to either end the programme or identify fresh funding for a future phase.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			
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### 3. Explanation of customer impact

There are no direct customer impacts. In the longer term reduced resources for transformation may make reductions in front-line services more likely, as there will be less scope to achieve savings through efficiencies and service re-design.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

Funding for the Transformation Team will not be sustainable on this basis in the longer term. Depending on the outcome of the review, a restructure and reduction in staffing costs would be required, unless a fresh source of funding is identified.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. 2 permanent posts currently filled and could be affected in future reviews.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** John Wilkinson  
**Date:** 22 November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate - Marketing and Communications
<b>Budget reference:</b>	CSD9
<b>Budget reduction proposal:</b>	Review of Marketing and Communications Resources
<b>Budget saving for this financial year:</b>	£15,000

#### Description of the proposal:

A review is being conducted of the Marketing and Communications Service. £15,000 will be saved from the 2019/20 budget to be achieved by a reduction in staffing.

#### Summary of changes:

Because the review is currently in progress it is not yet possible to determine the equalities impacts. However, a similar saving was made in the current financial year and there were no significant adverse equalities impacts.

Is this a continuation of a previous medium term financial plan saving?

Yes
  No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				x			
--	--	--	--	---	--	--	--

**3. Explanation of customer impact**

It is not anticipated that there will be an impact on customers as a result of this proposal.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

It is hard to define the impact while the review is ongoing, however, it is expected that there will be an impact on staff in the team. This EIA will be updated as more information is known.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. There are 10 people in the team, once known the impact will be re-assessed.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Vanessa Andrews  
**Date:** 30 November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Property
<b>Budget reference:</b>	CSD10
<b>Budget reduction proposal:</b>	Property rental income and property and insurance costs
<b>Budget saving for this financial year:</b>	£216,000

#### Description of the proposal:

An increase in rental income from properties, together with reductions in property, insurance and equipment related costs.

#### Summary of changes:

Agreements have been made with a range of external partners and organisations who wish to occupy our accommodation buildings, the main changes being in Castlewood, Clevedon.

The council has a range of other properties which it owns and manages, some of which are held for income generation purposes whilst others are used to deliver services. It is proposed that budgets are aligned to current rental income levels, and costs are reduced for properties that have been disposed of during the year, for example, Clifton Road, Weston.

The council has a variety of internal and external insurance arrangements in place to mitigate the risks it faces, and these are reviewed annually to ensure that they are still relevant and also held at required levels. It is anticipated that these costs will be lower next year, largely as a result of the continued reductions in schools maintained by the council, following the transfer to academy status.

-£120,000	Accommodation rental income from external partners
-£25,000	Rental income from other properties
-£55,000	Reduction in insurance costs
-£10,780	Reduction in property costs following disposal
-£5,000	Reduction in equipment budgets

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

## 3. Explanation of customer impact

Organisations who occupy accommodation will receive a rental change, although this will be at market prices and therefore not disproportionate to any group.

## 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes
  No

### Explanation of staff impact

None.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

## 5. Consolidation savings – please complete for medium or high impact areas



None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Melanie Watts  
**Date:** 12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Finance and Procurement
<b>Budget reference:</b>	CSD11
<b>Budget reduction proposal:</b>	Reduction in Finance and Procurement Resources
<b>Budget saving for this financial year:</b>	£105,000

#### Description of the proposal:

A reduction in the staffing and supplies budgets associated with the Procurement and Finance Teams.

#### Summary of changes:

There are currently staffing vacancies within the Procurement and Financial Management Teams, some of which have proven to be specialist and hard to fill. It is proposed to change the role profiles within the structures of these service areas to provide managers with an opportunity to introduce graduate trainee and modern apprentice posts enabling them to build and grow the required staffing resource. These proposals will also generate financial savings.

The core system used by the Social Care Teams, including the Finance Support Teams, is currently being replaced and it is anticipated that this will bring improvements and efficiencies to ways of working. A service review will be undertaken to reduce the resources required to deliver services in this area. Other savings will be delivered through reductions in supplies and service budgets being aligned to actual levels of activity.

-£30,000	Social care finance team
-£40,000	Procurement team
-£35,000	Financial management team

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

## 3. Explanation of customer impact

There is no external customer impact associated with this reduction.

## 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

**Procurement Team** – The removal of a vacant post and the creation of new apprentice post.

**Financial Management Team** – The removal of vacant of a vacant post and the creation of new graduate trainee post.

**Social Care Finance Team** – It is anticipated that there will be a reduction in current staffing levels, details to be finalised.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. As above

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Melanie Watts

**Date:**

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Vacancy Management
<b>Budget reference:</b>	CSD12
<b>Budget reduction proposal:</b>	Align vacancy management provision
<b>Budget saving for this financial year:</b>	£70,000

#### Description of the proposal:

A reduction in the staffing budgets to more accurately reflect turnover activities within the Corporate Services Directorate.

#### Summary of changes:

Corporate services currently include a 4% turnover factor within the staffing budgets to reflect the savings generated as a result of time taken to re-appoint to a post during the recruitment process. Budget monitoring reports show additional savings beyond the current 4% have been achieved over recent years and it is therefore proposed to align the budget to actual levels of activity, by increasing the turnover factor to 5%.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			
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**3. Explanation of customer impact**

There is no customer impact associated with this reduction.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

None.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Melanie Watts  
**Date:** 12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Member costs
<b>Budget reference:</b>	CSD13
<b>Budget reduction proposal:</b>	Review of Members costs
<b>Budget saving for this financial year:</b>	£5,000

#### Description of the proposal:

Reduction in the budgeted costs associated with Members.

#### Summary of changes:

Alignment in the supplies and services budgets for Members to actual levels of expenditure incurred over recent years, reductions largely relate to travel, printing and stationery costs.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Positive	Neutral	Negative
	High	Medium	Low	None			
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There is no customer impact anticipated with this budget proposal.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

None.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Melanie Watts  
**Date:** 12<sup>th</sup> November 2018



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Corporate Services Directorate – Commercial Investments
<b>Budget reference:</b>	CSD14
<b>Budget reduction proposal:</b>	Proactive commercial investments in property to generate yields over and above borrowing costs (see report to Council, July and December 2017)
<b>Budget saving for this financial year:</b>	£565,000

#### Description of the proposal:

The Council, like many across the Country, is looking at innovative ways to create new income streams in order to help fund essential front-line services. The Commercial Investment Strategy, approved by Council in December 2017, permits borrowing, (over time), for up to £100m to acquire income generating assets that provide a financial return over and above the cost of borrowing.

Primarily such assets would be in the North Somerset geographical area and would provide secondary benefits, such as regeneration, alongside financial returns. The council has appointed Montagu Evans as Commercial Property Advisors to the Council who are continuing to provide a range business cases for investment. Clearly all final transactions and acquisition approvals would be presented to Council (or Executive) depending on the financial value.

The 2019/20 budget reflects the financial outcomes based upon decisions taken by Council to date, these being the North Worle District Centre and the Sovereign Centre.

#### Summary of changes:

Increase the council's long term borrowing to be financed through rental income. All risks and benefits will be considered on a case by case basis through a Property Investment Board with approved delegated authority.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			

Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

**3. Explanation of customer impact**

There are no anticipated equality impacts of this proposal.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

None.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off  
Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Melanie Watts

**Date:**

12<sup>th</sup> November 2018

**Equality Impact Assessments**

**Development and Environment**

**2019/20 budget proposals**

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# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment - Integrated Transport Unit
<b>Budget reference:</b>	DE1
<b>Budget reduction proposal:</b>	Concessionary Fares - Reduced demand
<b>Budget saving for this financial year:</b>	£300,000

#### Description of the proposal:

Demand for this service area has reduced as the eligibility criteria has changed. National changes related to increasing eligibility in line with state pension age. Demand within the Weston area has also reduced due to market conditions and less competition on routes. This saving is based on the lower level of usage continuing.

#### Summary of changes:

Demand for concessionary fares has reduced in recent years due the following factors:

- Adoption of a new concessionary fares eligibility criteria, as directed by central government, to increase the age of eligibility in line with pension age. As such, the number of passes issued and subsequent reimbursement to operators has reduced. The increase in the age of eligibility was first implemented in April 2010 and is an ongoing process.
- Reduction in demand for public transport, particularly in Weston-super-Mare, due to the loss of bus operators from the area and less competition. As such, there has been a reduction in the reimbursement to operators.

There are no changes in service delivery.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X		X	
People from different ethnic groups				X		X	
Men or women (including pregnant women or those on maternity leave)				X		X	
Lesbian, gay or bisexual people				X		X	
People on a low income				X		X	

People in particular age groups			X				X
People in particular faith groups				X		X	
People who are married or in a civil partnership				X		X	
Transgender people				X		X	
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X		X	

### 3. Explanation of customer impact

There is a low impact on people in particular age groups due to the age of eligibility for increasing from April 2010 onwards. This has been adopted in line with central government. There is no disproportionate impact on other groups.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

There is no impact on staff.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. N/A

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group?

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Alex Hearn

Date:

5<sup>th</sup> December 2018

## Medium Term Financial Plan Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment - Development Management/Regulatory Services
<b>Budget reference:</b>	DE2
<b>Budget reduction proposal:</b>	Income generation- moving income in line with current performance
<b>Budget saving for this financial year:</b>	£110,000

#### Description of the proposal:

Income increased in line with current performance

#### Summary of changes:

Increase in income relating to the volume of planning activities and regulatory services and partnership arrangements with BANES.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X		X	
People from different ethnic groups				X		X	
Men or women (including pregnant women or those on maternity leave)				X		X	
Lesbian, gay or bisexual people				X		X	
People on a low income				X		X	
People in particular age groups				X		X	
People in particular faith groups				X		X	
People who are married or in a civil partnership				X		X	
Transgender people				X		X	
Other specific impacts, for example: carers, parents, impact on health and wellbeing.				X		X	



Please specify:								
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**3. Explanation of customer impact**

There is no customer impact anticipated with this change, this is not a cost increase, but an increase in volume.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?  Yes  No

**Explanation of staff impact**

Staff impact will depend on whether fee income levels can be achieved and maintained. A national planning fee increase from January 2018 has resulted in increased planning income which was factored into current MTFP 2018/19 proposal DE6. If fee income levels are not maintained staff costs would may need to be reduced

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

Approximately 2 FTE

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?  Yes  No

If 'yes', when will the further assessment be completed?

Service Manager: Richard Kent/Dee Mawn  
Date: 27<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment – Directorate Wide Savings
<b>Budget reference:</b>	DE3
<b>Budget reduction proposal:</b>	Directorate wide savings focusing on reviewing partner arrangements and centralised budgets
<b>Budget saving for this financial year:</b>	£200,000

#### Description of the proposal:

This proposal is to look at budget lines such as repairs and maintenance, IT and printing in the directorate and reduce these where spend over the last 5 years has been lower than budget. Partnership arrangements and contracts have also been reviewed and budget released where appropriate.

#### Summary of changes:

This is a continuation of the policy to review the appropriate level of support budgets to the Directorate.

A small saving can be released from the IT, Repairs and Maintenance. The budget income expectation for Hutton Moor profit share is also being increased in line with expected share (based on 1,147 new members in the last 12 months).

Finally, the budget allocated for contribution to the running of the Local Enterprise Partnership is also being reduced in line with the reduced request for funding last year.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			

People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			

### 3. Explanation of customer impact

There are no anticipated equality impacts of this proposal.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

N/A

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Joanne Butcher

Date:

21st November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development & Environment Directorate – Review of current vacant posts including senior management posts.
<b>Budget reference:</b>	DE4
<b>Budget reduction proposal:</b>	Proactive review of staff turnover and posts which have been vacant over a period of time.
<b>Budget saving for this financial year:</b>	£413,000

#### Description of the proposal:

The Directorate are undertaking a review of current vacant posts with the aim of deleting some that have been vacant for long periods, including a review of the senior management posts in the Directorate. There are also a number of restructures occurring in the Directorate which will lead to a small number of middle tier management roles changing, releasing savings through amalgamation of posts.

#### Summary of changes:

This is a continuation of the policy to review posts as they become vacant and seek efficiencies through restructurings. Due to current market conditions, posts are taking longer to fill and therefore this proposal includes extending the turnover rate to 5% to mirror the length of time posts are vacant.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			

People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There are no anticipated equality impacts of this proposal.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

The impact on staff relates to areas where there are already vacancies which could lead to changes in duties for posts that are retained. The vacant factor changing to 5% will have no impact on staff.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Joanne Butcher

Date:

21st November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment – Car Parking
<b>Budget reference:</b>	DE5
<b>Budget reduction proposal:</b>	Increase in current parking charges for existing car parks and on-street parking
<b>Budget saving for this financial year:</b>	£120,000

#### Description of the proposal:

Revenue to support the parking service, other Highway / Transportation initiatives and the financial plan.

#### Summary of changes:

Staffing structure was reviewed after the Civil Parking Enforcement anniversary and this has identified changes that will improve recruitment and retention; and enable more effective patrolling to take place. This proposal should raise £100,000.

In terms of parking charges, these are still being looked at in the context of the parking review but also the significant changes in demand we have seen this last year. For example, we have seen a small drop in on-street demand but a significant increase in the use of Carlton Street.

Once these changes have been analysed we will be a better position to understand how this impacts the overall budget position and also inform the parking review.

Dependent on the outcome of the review parking charges and conditions are reviewed in accordance with the relevant 2004 road traffic management act. Within the act it allows a local authority to make charges to support the service and to be part of the local traffic management plan. Controlling and managing traffic can provide positive impacts i.e. improve accessibility and availability of parking, including accessible parking for Disabled people.

If changes to charges occur then alternatives will remain as they are now, for example the concessionary travel pass is available to older people and disabled people remain in place. The proposed parking review will be subject to either notice, public consultation or further study and review.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type						
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			

People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

The staffing changes are unlikely to have a direct impact on the public although more patrols should encourage a greater turnover of spaces enabling people to park more easily.

In line with National blue badge rules, valid blue badges holders can still park for free and without time limit in an on street pay and display bay. In short stay car parks blue badge holders will continue to get one additional hour for free.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

It is proposed to increase staffing numbers to enable a 3-shift rota pattern. This will address shift patterns reducing amount of weekend work per member of staff helping with recruitment and retention.

#### Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group?

Is a further detailed equality impact assessment needed?

Yes

No

Not at this time, but the proposed parking review may require a further EIA.

If 'yes', when will the further assessment be completed?

**Service Manager:**

**John Flannigan**

**Date:**

**5<sup>th</sup> December 2018**



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development & Environment Directorate
<b>Budget reference:</b>	DE6
<b>Budget reduction proposal:</b>	Efficiency of capitalisation policy
<b>Budget saving for this financial year:</b>	£150,000

#### Description of the proposal:

The Directorate are undertaking a review of all staff who work on capital projects to ensure that external funding for the time spent on these projects is maximised. This will be built into any business cases going forward in order to ensure that the time officers spend on bids and projects is identified and included. This brings staff in line with other areas of the Directorate, such as Highways, where capitalisation of pay against projects is standard practice.

#### Summary of changes:

This is a continuation of the policy to review how the income for posts is maximised.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				X			
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**3. Explanation of customer impact**

There are no anticipated equality impacts of this proposal.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

**Explanation of staff impact**

The impact on staff is only in terms of funding mechanisms and will not impact their day to day roles.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off  
Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**  
**Date:**

Joanne Butcher  
21st November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment - Highway Operations
<b>Budget reference:</b>	DE7
<b>Budget reduction proposal:</b>	Efficiency of highway funding methods
<b>Budget saving for this financial year:</b>	£170,000

#### Description of the proposal:

Reduce revenue spend by using the Local Transport Plan (LTP) capital monies to fund hot-fill and square-cut permanent pothole repairs on the road network. These types of repair account for a significant percentage of works completed by reactive repair gangs and will deliver a revenue saving of circa £170,000.

#### Summary of changes:

The proposed saving will not reduce overall investment in pothole repair and as such will not disproportionately impact on any groups

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				x			

Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:				x			
--	--	--	--	---	--	--	--

**3. Explanation of customer impact**

Utilising LTP capital money to fund permanent repairs will lead to a reduction in spend on planned improvement works. This will not significantly impact in the short-medium term but as the proposal may lead to an increased deterioration in the overall road network over a long period.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes  No

**Explanation of staff impact**

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes  No

If 'yes', when will the further assessment be completed?

**Service Manager:** Darren Coffin-Smith  
**Date:** 22<sup>nd</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Development and Environment – Highways
<b>Budget reference:</b>	DE8
<b>Budget reduction proposal:</b>	Highways – cash limit budget
<b>Budget saving for this financial year:</b>	£50,000

#### Description of the proposal:

This proposal is to work alongside both our highway and street lighting contractors to adopt a risk-based approach to network delivery programmes. The current proposal assumes that as part of the new street lighting contract, there will be efficiencies made in the delivery of the significant capital role out of the LED programme. This will generate a revenue saving in relation to energy usage. We have been prudent in our assumptions of savings in year 1, as the timing of the capital roll-out is yet to be finalised. The overall capital programme will deliver significant revenue savings over the life of the new assets. Once the contractor is in place and we are working with them on the timescales, a more substantial MTFP saving for later years is expected.

#### Summary of changes:

With the implementation of a new Street Lighting contractor, and the continuing relationship with our highway contractor, we expect there to continue to be efficiencies delivered through the contracts.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

## 3. Explanation of customer impact

There are no anticipated equality impacts of this proposal.

## 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

## Explanation of staff impact

N/A

## 5. Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 3<sup>rd</sup> December 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Joanne Butcher

**Date:**

21st November 2018

## **Equality Impact Assessments**

### **People and Communities – Children’s Services 2019/20 budget proposals**



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# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Children Centre Nurseries
<b>Budget reference:</b>	PCC1
<b>Budget reduction proposal:</b>	Review Council subsidy provided for Children's Nurseries
<b>Budget saving for this financial year:</b>	£70,000

#### Description of the proposal:

The proposal is known as the **NSC Nursery Provision Review** and took place on 9 February – 6 April 2018. The proposal includes the remodelling of Early Birds Nursery (EBN) in Long Ashton to increase income generation by £70,000, making the proposal revenue neutral.

The remodelling of Early Birds Nursery will increase places for under 2-year olds and maintain a quality childcare provision. The additional income would enable the 3 local authority nurseries (Little Waves at Windwhistle Primary School in Weston-super-Mare and Ashcombe Nursery at Ashcombe Primary School in Weston-super-Mare) to be cost neutral. All three nurseries will continue to provide quality childcare with an emphasis on a holistic family support approach which embeds Early Help Assessments, ensures early intervention and preventative safeguarding of the most vulnerable children in NSC and supports families in crisis.

#### Summary of changes:

The proposal will increase the day care provision at EBN for under two-year olds (there is currently a waiting list). Figures are based on 12 new places creating a 0-2-year-old room. The income generated from 12 additional places, over a 12-month period will be £70,000. The capital investment of £59,750 has been identified and agreed in October 2018.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X		X		
People from different ethnic groups			X		X		
Men or women (including pregnant women or those on maternity leave)			X		X		
Lesbian, gay or bisexual people			X		X		
People on a low income			X		X		
People in particular age groups		X			X		

People in particular faith groups			X			X	
People who are married or in a civil partnership			X			X	
Transgender people			X			X	
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: The nursery provides child care for children under the age 5 to both working families and families living in poverty, funded by 0-2 places, 2-year-old funding and FEE funding streams. They support families holistically by working closely with Children Social Care and Children Centre teams provide care for children on CP, CIN and SEND plans.		X				x	

### 3. Explanation of customer impact

Early Birds Nursery consistently has a waiting list and therefore by expanding the number of places for under 2-year olds, this will have a positive impact on customers as additional places will be available. Parents will be able to access work opportunities. Children eligible for 2 and 3 / 4-year-old funding will be able to access their entitlement and identified vulnerable children will be able to secure a place.

Early Birds Nursery plays an important role in Early Help and safeguarding vulnerable children and young people from harm, abuse and neglect.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes  No

#### Explanation of staff impact

To ensure the additional places can be offered to the public, the nursery will need to recruit additional staff to ensure Ofsted legal requirements are met. This will provide opportunities for current staff at the nursery to apply for a promotion or request a change in job role to gain additional experience. There is a concern regarding the recruitment of staff as there is a national shortage of qualified Early Years Workers.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 8 December 2017

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

**Jenie Eastman**

**Date:**

**26 November 2018**

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities – Children’s Centres
<b>Budget reference:</b>	PCC2
<b>Budget reduction proposal:</b>	Full year impact of 2018/19 savings
<b>Budget saving for this financial year:</b>	£40,000

#### Description of the proposal:

The proposal was known as the Children’s Centre Review and took place between 26 February and 23 April 2018 (Year 2 of Community Access Review (CAR)). Details of previous saving found in MTFP 2017/18. Implementation of CAR is over a 2 years period.

The final savings totalling £40,000, will be made between November 2018 and March 2020. £17,000 of which will be made ahead of schedule between November 2018 and 31 March 2019, leaving £23,000 to be made in 2019/20.

In 2019/20 the changes include redesigning the Daycare Development Team (short breaks offer to children with additional needs) and ongoing savings to be made from reshaping the children’s centre offer e.g. Banwell Parish Council taking over the running of the children’s centre site.

The 2-year proposal redesigned children centre services (rather than closing), that included reducing the number of children’s centre bases with dedicated children’s centre staff, whilst maintaining a network of services that are fit for current and future use, and appropriate for each community. The redesign was informed through a needs analysis approach. It impacted on communities as the redesign meant a reduction in service offer, therefore impacting on local access to services to children under the age of 5.

#### Summary of changes:

The project is at the latter stages of development and service delivery has been reduced at certain centres and workers have been moved to alternative bases. The reduction in budget has reduced capacity in the services provided at Banwell, Pill, Yatton and Long Ashton Children’s Centres.

In Banwell North Somerset Council are in the process of surrendering the current lease of the building and returning the building to Banwell Parish Council. This will be effective from January 2019. Services have been reshaped and not ceased.

Is this a continuation of a previous medium term financial plan saving? November 2016, Community Access Review

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups			X				X
Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people				X			
People on a low income			X				X
People in particular age groups			X				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: Children centre interventions provide support for parents in helping to children under the age of 5 get the best start in life in order to develop to their full potential. This includes health and wellbeing, education and reducing child poverty			X				X

## 3. Explanation of customer impact

Children's centres work with families with children under 5 years old. Children's centres have a particular focus on vulnerable children and families and these groups will be disproportionately affected and become at risk of poorer outcomes including:

- Children in poverty
- Children with additional needs
- Children with parents under the age of 20 years
- Children on a child protection plan / Children in need / Looked after children
- Children that are BME including Gypsy, Roma Travellers
- Children in families affected by drug and alcohol use
- Children in families that are victims of domestic violence
- Children in families that have health and well-being needs

The service has an important role in Early Help and safeguarding vulnerable children and young people from harm, abuse and neglect. The key risks are:

- The capacity of universal and targeted services will be reduced. Services will become more focused on those with higher identified needs and managing safeguarding risks rather than identifying families through a universal Early Help offer. Reduction in Early Help provision across a range of agencies will directly impact on the numbers of families that require intervention at Child Protection and Children In Need thresholds as well as at Early Help thresholds.
- Children centre universal services play an important part in tackling health and education inequalities. Without consistent access to support there is a risk that the needs of more vulnerable children will be missed with long term health, child development, social care and safeguarding risks being increased which in turn has an impact on education attainment and Council budgets.

As the service is being re-shaped and not closed it is anticipated that the impact will be low.

#### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

The proposal did impact on staff in terms redundancies / redeployment and has required a re-defining of roles and responsibilities. There will be no further reduction in staff or services in 2019/20.

There will be some restructuring in the Daycare Development Team (Short breaks service) to better provide for disabled children & their families.

#### 5. Consolidation savings – please complete for medium or high impact areas

None

#### 6. Review and Sign Off

##### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 7<sup>th</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Jenie Eastman  
**Date:** 26<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Children's Placements
<b>Budget reference:</b>	PCC3
<b>Budget reduction proposal:</b>	Children's placements demand management through the Social Impact Bond
<b>Budget saving for this financial year:</b>	£945,000

#### Description of the proposal:

Edge of Care early intervention service to prevent children from coming into care.

#### Summary of changes:

This represents the cost avoidance savings expected to arise as a result of the continued implementation of the Edge of Care service. The service supports families through targeted intervention to help children and young people remain at home with their primary care giver or reunifying children from foster care to their primary carer. Commensurate growth in the budget is also shown to reflect the potential additional children coming into care if the intervention were not in place. As a result, there is no net reduction in the budget.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people	X				X		
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income	X				X		
People in particular age groups	X				X		
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			



Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:							
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**3. Explanation of customer impact**

Feedback from families using the Edge of Care service has been positive regarding the impact of the intervention and the resulting safe diversion of children from care.

**4. Staff equality impact summary**

Are there any staffing implications for this proposal?  Yes  No

**Explanation of staff impact**

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?  Yes  No

If 'yes', when will the further assessment be completed?

**Service Manager:** Amanda Braund  
**Date:** 30<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Children's Services
<b>Budget reference:</b>	PCC4
<b>Budget reduction proposal:</b>	Children's placement savings - Residential Step-Down Project
<b>Budget saving for this financial year:</b>	£500,000

#### Description of the proposal:

Reduction in spend on Children Looked After placements through project 'families for all children' stepping children down from residential care to foster care.

#### Summary of changes:

£500,00 savings to be delivered through the reduction of the following

- **Residential Placements** - families for all children is a pilot project being launched within North Somerset to support some of our children in residential care to be placed in foster care under an enhanced support package to our carers and children. We have learnt over the past few years that residential care can be detrimental to the outcomes of some of our children. We have also seen some of our young people leaving care struggling to find suitable accommodation when transitioning from residential care into independence. We believe outcomes for our children will be better if they are placed with our foster carers within North Somerset. We therefore plan to run a pilot scheme for the next 12 months to ascertain whether we can bring our children back safely from residential care into foster care.

The support package is under consultation and is as follows: -

- Combined foster carer fee and child allowance
- A 6-week retainer fee provided to carers, minus the current child allowance rate for age if a placement ends in a planned way and no other child is placed with them within that 6-week period. If a carer has no child placed whilst in receipt of the retainer, it would be anticipated the foster carer provided day care support where required to other carers within the project – for further consultation
- Behaviour and risk management plan to be in place prior to child placement, reviewed fortnightly thereafter through multi professional meetings
- Financial support for cleaner/gardener
- Consideration of short day-based respite– this could be with mentors on activity-based days out
- Education support
- At least weekly Supervising Social Worker visits and phone calls
- Consultation prior to the child being placed with CONSULT
- Weekly CONSULT contact - can be phone call or face to face
- Provision of a mentor to form trusted relationship – Junction 21
- Referral to Substance Advice Service for substance misuse support, and additional training for the foster carer and ongoing support to the carer and the child

- Support, advice, guidance from Child Sexual Exploitation lead and referral to Barnardo's BASE if Child Sexual Exploitation is a risk
- Fortnightly multi-agency meeting to review support plan, update risk management plan and support the carer – these may decrease as behaviours from the child de-escalate
- Childcare Social Worker to visit at least weekly
- Case supervision to be reviewed monthly
- Foster carers to be supported through the provision and attendance of training on therapeutic parenting, adolescent behaviours and adolescent support groups
- Consideration of out of hours support – for consultation

We will also be working with Independent Fostering Agencies on this project in the event there is not enough sufficiency within our existing foster carer population to transition our children who would benefit from this transition.

For all children there will be a clear phased introduction and transition period to support them and the foster carer in their transition.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income		X			X		X
People in particular age groups		X			X		X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.		X			X		X
Please specify:							

Foster carers may be impacted

### 3. Explanation of customer impact

The largest proportion of children entering the care system are from families on a low income. This project has relevance to age as it is specifically targeted at children. The Children involved in this project are likely to be between the ages of 9-17.

The project has both positive and negative implications in respect of equality. If successful, this project provides our children with the opportunity of growing up in a safe family environment which will improve their outcomes long term. The risk is that if the placement is unsuccessful the child could experience placement breakdown which might adversely affect their emotional well-being, stability and future life chances.

This will be mitigated against through the extensive support package provided to foster carers and children as outlined above. Children will only form part of the project where a step down to foster care is in their best interests. There will be careful matching between the foster child and child and a clear induction plan to ensure the best chance of success.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

The project, because of the support package will require additional staffing capacity. It may adversely impact upon staff due to workloads already being high in the children looked after and community family teams. However, our staff members have acknowledged that in their view children's needs would be better met if they were placed in foster care and are therefore broadly supportive of the project itself.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 12<sup>th</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed? 23<sup>rd</sup> November 2018

Service Manager: Amanda Braund  
Date: 23<sup>rd</sup> November 2018

# Medium Term Financial Plan – Equality Impact Assessment 2019/20



<b>Service area:</b>	People and Communities - Children's Services
<b>Budget reference:</b>	PCC4
<b>Budget reduction proposal:</b>	Children's placement savings - Residential Step-Down Project
<b>Equality impact assessment owner:</b>	Amanda Braund
<b>Assistant Director/Director sign off:</b>	Eifion Price
<b>Review date:</b>	December 2018

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE)
		2019/20	2020/21	2021/22	2022/23	2019/20
PCC4	£500,000 Reduction in Residential Placement Spend for children who are looked after.	£500, 000				

Service User Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
Medium	Low

Staff Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
Medium	Low

## **Section 1 – The Proposal**

### **1.1 Background to proposal**

£500,00 savings to be delivered through the reduction of the following

- **Residential Placements**

Families for all children is a pilot project being launched within North Somerset to support some of our children in residential care to be placed in foster care under an enhanced support package for our carers and children. Some of our children who are looked after are placed in residential care because they can communicate difficult feelings through complex behaviour which is challenging within a foster care environment. This includes but is not limited to violence, absconding, hostility, substance mis-use etc. These behaviours often manifest when our children feel unsafe or anxious and are linked to the past trauma they have experienced prior to coming into care.

We have learnt over the past few years that residential care can be detrimental to the outcomes of some of our children. For some children we have seen increases in behaviours that are harmful to them. We have also seen some of our young people leaving care struggling to find suitable accommodation when transitioning from residential care into independence. We believe outcomes for our children will be better if they are placed with our foster carers within North Somerset. We therefore plan to run a pilot scheme for the next 12 months to ascertain whether we can bring our children back safely from residential care into foster care.

The support package is under consultation and could include:

- Combined foster carer fee and child allowance of £650 per week per child
- 6-week retainer fee provided to carers, minus the current child allowance rate for age if a placement ends in a planned way and no other child is placed with them within that 6-week period. If a carer has no child placed whilst in receipt of the retainer, it would be anticipated the foster carer provided day care support where required to other carers within the project – for further consultation
- Behaviour and risk management plan to be in place prior to child placement, reviewed fortnightly thereafter through multi professional meetings
- Financial support for cleaner/gardener up to the value of £30 per week
- Consideration of short day-based respite– this could be with mentors on activity-based days out
- Education support
- At least weekly Supervising Social Worker visits and phone calls
- Consultation prior to the child being placed with CONSULT

- Weekly CONSULT contact - can be phone call or face to face
- Provision of a mentor to form trusted relationship – Junction 21
- Referral to Substance Advice Service for substance misuse support, and additional training for the foster carer and ongoing support to the carer and the child
- Support, advice, guidance from Child exploitation lead and referral to Barnardo’s’ BASE project if Child Sexual Exploitation is a risk
- Fortnightly multi-agency meeting to review support plan, update risk management plan and support the carer – these may decrease as behaviours from the child de-escalate
- Childcare Social Worker to visit at least weekly
- Case supervision to be reviewed monthly
- Foster carers to be supported through the provision and attendance of training on therapeutic parenting, adolescent behaviours and adolescent support groups
- Consideration of out of hours support – for consultation

We will also be working with Independent fostering agencies on this project in the event there is not enough sufficiency within our existing foster carer population to transition our children who would benefit from this transition.

For all children there will be a clear phased introduction and transition period to support them and the foster carer in their transition.

## **1.2 Please detail below how this proposal may impact on any other organisation and their customers**

The project may have implications for police and health organisations and voluntary sector partners as they may be providing services to these young people on their return to foster care. It is planned that all relevant services will be invited to the initial multi-agency support meeting for the child and carer and then their attendance to be included in future meetings as is necessary.

## **Section 2 – What Do We Know?**

### **2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?**

Due to confidentiality the small numbers of children in residential care and those who are likely to be part of this project are suppressed. In general terms this project is aimed at supporting children who are looked after to be stepped down from residential care into a foster care

environment with a bespoke package of support for the child and the carer to support this transition and ensure that potential risk to the child or care is sufficiently mitigated.

**2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?**

The largest proportion of children entering the care system are from families on a low income. This project has relevance to age as it is specifically targeted at children. The Children involved in this project are likely to be between the ages of 9-17 and are predominately male. None of the children have a defined disability but some will have an EHCP and some of the children are from a BME background. These numbers are suppressed for confidentiality.

The project has both positive and negative implications in respect of equality. If successful, this project provides our children with the opportunity of growing up in a safe family environment which will improve their outcomes long term. The risk is that if the placement is unsuccessful the child could experience placement breakdown which might adversely affect their emotional well-being, stability and future life chances.

**2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?**

Not currently. It is our view that we have a good understanding of the needs of the children within the project including their diversity needs. This information is suppressed due to its confidential nature

**2.4 How have we involved or considered the views of the people that could be affected?**

It is intended that all children who form part of the project will be spoken with and be part of creating their step-down plan. Feedback from several young people being considered for the project is that they wish to transition back into a foster care placement. Equally other young people have told us this is not something they currently wish to happen.

The views of North Somerset staff have been canvassed for the project and overall the response to the project is positive. It is recognised that children's outcomes long term is often poorer in residential care than they are in foster care. This said staff members have also expressed some concern that some children may not be ready to be part of the step-down project and the risk of success currently is likely to be low for these children in their opinion.



The views of family members will be considered as part of the step-down plan and where safe and appropriate significant family members will form part of the step-down plan with the child, their future foster carer, the residential setting and other key professionals. We have had some concern expressed by some family members regarding the project.

## 2.5 What has this told us?

Overall feedback from our children and staff has told us that the principle of this idea is it is positive for children and young people and long term it is likely their outcomes will be better where children are placed in foster care than in residential care. It is also clear that the success of the project is likely to depend on the child, their family and key staff members supporting the step-down plan. It is also evident that a bespoke package of support is required for each child and carer being considered.

## 2.6 Are there any gaps in our consultation, what are our plans for the future?

In depth consultation with individual children and families will occur prior to any step-down process and will inform the step-down planning.

Further consultation with key staff members for the children will occur prior to any step-down process.

This EIA will be shared with Stakeholders as a part of the consultation on the Council's budget proposals.

Consultation was held with the Equality Community Stakeholder Group on the 14<sup>th</sup> January. The project was broadly welcomed as a positive measure for children and young people. Some concerns and queries were raised by the stakeholder group which are detailed with a response below: -

Comment made	Response
Acknowledgement that project is aiming to have a positive impact on young people. Colleagues to be commended for research into best practice etc.	Research has been undertaken into how this has been effective in other areas. Of note was the research completed by the Rees centre into the Birmingham Local Authority step down project funded by the innovation funding. Practice knowledge from the therapeutic training that has been provided with North Somerset by Dr Karen Triesman has also been drawn upon when considering the proposal.

<p>Important to consult with the young people, what would happen if they did not want to move?</p>	<p>The intention of the project is to offer young people the opportunity to be cared for in a family environment and experience the stability, love and support that this would provide. Practice knowledge tells us that young people generally achieve better outcomes in foster care and enjoy a better transition into adult life when this is completed from foster care rather than residential providers. If young people express that they do not wish to step down to foster care, we will listen to their views as well as those of close professionals and family members. However, we would also work with young people positively to see if with support they did feel able to consider a different living environment – for example encouraging them to meet the proposed carer to inform their decision as some of their reluctance could be anxiety and fear of the unknown. We would want to help young people understand why we thought foster care rather than residential care was in their best interests.</p>
<p>Concern that children in existing arrangements maybe moved on to enable more experienced foster carers to support children with more complex needs.</p>	<p>We commit to the principle that this pilot project is about improving outcomes for young people. Therefore, no children would be displaced from their current long term, placements for the benefit of the project.</p>
<p>Concerns re the council's ability to recruit suitable foster carers.</p>	<p>North Somerset have an ongoing foster carer recruitment strategy that they are working towards. Although the recruitment of additional foster carers remains challenging we have seen our performance in this area improve during the last 12 months and we are optimistic this will continue.</p>
<p>Support for educational services needs to be included/budgeted for</p>	<p>This is a welcome comment and work is in progress with the virtual school's head to address this issue. We have considered that some children may need funded packages of education however it will depend on where they are placed and the provision in that area, the need of the child and whether they have an EHCP. Therefore, the solution will need to be bespoke to each child and their circumstances.</p>
<p>Concerns for monitoring of the outcomes</p>	<p>This will be done through several mechanisms. Each child will have an independent reviewing officer who will monitor their progress through their children looked after review. The project will be monitored through the Children's Transformation Board and through a project working group that would meet regularly throughout the year to understand the learning from the project and look to address any issues for carers or children swiftly. Furthermore, the carers will</p>

	receive regular supervision through their supervising SW's and support from our CONSULT service.
The need to ensure adequately skilled staff are in place to support the transition process.	This is agreed, and this would be provided from the child's current SW, the Supervising SW and the CONSULT service who provide therapeutic support and intervention to foster carers.
Complex needs of children may result in smaller budget saving which should be planned for in interests of meeting needs of children.	We are working with finance colleagues on the monitoring of this project and we not that we may need to be flexible regarding budget savings depending on the need of the child or young person. There will be a cohort of young people who naturally leave residential care due to turning 18 within the next financial year which may provide some budget mitigation if it is required.

### Section 3 – Assessment of Impact

Impact Level Insert X into one box per row, for impact level and type.					Impact type			Summary of Impact
	High	Med	Low	No	Positive	Neutral	Negative	
Disabled people				X				
People from different ethnic groups				X				
Men or women				X				
Lesbian, gay or bisexual people				X				
People on a low income		X			X		X	<p>Potentially this project will have a positive impact on children and young people. We know the outcomes for children and young people in residential care are often poorer than those in foster care. We also know that young people in residential care struggle more to transition to adulthood than those leaving foster care. therefore, giving children and young people the opportunity to live in a supportive foster carer environment may be of significant benefit to them.</p> <p>The risk inherent within the project is the disruption that the children and young people will face if the step-down process is unsuccessful. This could result in a placement breakdown for the young person if the matched foster carer feels unable to parent the young person when they are showing complex trauma related behaviours such as absconding, threat of violence, substance mis-use etc. this would be detrimental to the child's long-term outcomes and could risk re-admittance into residential care.</p>
People in particular age groups		X			X		X	
People in particular faith groups				X				

People who are married or in a civil partnership				X				
Transgender people				X				
Women who are pregnant or whilst on maternity leave				X				
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:  Potential Impact on Foster carers		X			X		X	<p>This project potentially is a positive opportunity for foster carers to support our most vulnerable children and develop their fostering skills within a supported environment and system.</p> <p>The risk is that our carers feel unable to parent our children when communicating trauma through complex behaviour as listed above and this leads to a placement breakdown. The impact of this upon the carer could be detrimental to their emotional wellbeing.</p>

<p><b>Does this proposal have any potential Human Rights implications?</b> If 'yes', please describe</p>	<p>If a child, young person or their family does not agree to becoming part of the step-down project it may have human rights implications. Equally if the child's independent reviewing officer does not agree that step down is in a child's best interests there could be a risk of a human rights challenge.</p>
<p><b>Could this proposal have a Cumulative Impact with any other budget savings?</b> <i>This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else</i></p> <p>If 'yes', please describe?</p>	<p>No</p>

## Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	How will it be monitored?
Extensive support package to be provided to foster carers and children to mitigate risks described – please see above.	Through the regular placement support meetings that will be held as described above.
Children will only form part of the step-down cohort if they agree to the change in their care plan and it is supported by their IRO and key family members.	Through discussion with the child, their IRO and family members on an ongoing basis
Regular focus groups will be held with foster carers to learn from the project and embed good practice	Regular Focus Group Meetings
Consultation will be held with children in the project to understand strengths of the approach, what needs further support and strengthening and to inform future practice	Consultation with children
Staff capacity to be regularly reviewed throughout the project to ensure there is sufficient capacity to deliver the project outcomes	Regular review and consultation with staff members
There will be several systems of governance to ensure the success of the project and to ensure it remains in the children’s best interests.	This will include governance through children looked after reviews, The Children’s Transformation Board, and the project working group which will be established to monitor its progress.
Continued foster carer recruitment.	A continued focus will remain on the North Somerset fostering recruitment strategy to ensure we continue to maximise our potential to recruit additional carers to our North

Action taken/to be taken	How will it be monitored?
	Somerset foster carer population to increase the opportunity for children to be placed with our in-house carers within the local authority boundary and create capacity for projects such as these.
<b>If negative impacts remain, please provide an explanation below.</b>	
<p>The above actions in our view will mitigate the risks described in this EIA. Risks do remain regarding placement disruption for children if the project is unsuccessful, however risks to children are also present in long term residential care as described above. The project will aim to balance these risks and promote positive long-term outcomes for our most vulnerable children and young people.</p>	

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20



### 1. The Proposal

<b>Service area:</b>	People and Communities - Children's Support and Safeguarding
<b>Budget reference:</b>	PCC5
<b>Budget reduction proposal:</b>	Staffing reductions in social care teams
<b>Budget saving for this financial year:</b>	£235,000

#### Description of the proposal:

The proposal is to reduce the number of staff in the children social care teams.

#### Summary of changes:

The principal social worker post will be deleted, and the duties will be added to a service leader role. There is a risk this will reduce the capacity of the department to lead social work professional development, support the training of Social Workers in their Assisted and Supported Year in Employment (ASYEs) and engage in strategic and regional developments.

To reduce the number of staff in the teams by 4.5. This may impact on the department's ability to meet its statutory duties in terms of assessing and providing services for Children in Need, Safeguarding Children Looked After and disabled children, however mitigating measures are being developed to avoid this. The full EIA will provide more information about these measures.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type						
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people		X					X
People from different ethnic groups		X					X
Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people			X				X
People on a low income		X					X
People in particular age groups		X					X
People in particular faith groups			X				X



People who are married or in a civil partnership				x			
Transgender people			x				x
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: This will impact on carers, Parents and wellbeing of some of our most vulnerable families	x						x

### 3. Explanation of customer impact

This is likely to lead to an increase in caseloads amongst our staff, so families will receive a more limited service from their worker. There is a risk cases increasingly will not be allocated in a timely manner so waiting times for assessments and services will increase.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes  No

#### Explanation of staff impact

There is a risk of impact on staff in terms of workload and stresses. However, caseloads are carefully managed in teams and feedback from staff recently indicates they do feel well supported in their teams. There are 12 newly qualified social workers appointed, who as they develop their skills will be able to increase their caseloads.

The Principal Social Work role is crucial in terms of recruitment, development of staff and retention of staff. The service leader will assume this role but will have to balance this with her operational responsibilities

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. 5.5 posts will be affected, the majority but not all are vacant.

### 5. Consolidation savings – please complete for medium or high impact areas

Does this budget saving include many service areas/savings/projects? If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

Service area	Value of saving
The Resource service for Looked after children,	£43,000
The Community Family services	£82,000
The Disabled children's teams although the aim will be to transfer this saving to CFTS by moving budgets or staff	£45,000
The Youth Offending Service	£5,000
Principal social worker	£63,000
<b>Total</b>	<b>£238, 000</b>

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

December 2018

**Service Manager:**

**Sheila French**

**Date:**

**23<sup>rd</sup> November 2018**

# Medium Term Financial Plan – Equality Impact Assessment 2019/20



<b>Service area:</b>	People and Communities – Children’s Social Care
<b>Budget reference:</b>	PCC5
<b>Budget reduction proposal:</b>	Staffing reductions in social care teams
<b>Equality impact assessment owner:</b>	Eifion Price
<b>Assistant Director</b>	Eifion Price
<b>Review date:</b>	December 2018

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE)
		2019/20	2020/21	2021/22	2022/23	2019/20
PCC5	Reduction in social care staff budget by £235,000	£235,000				FTEs 5.5

Service User Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
High	Medium

Staff Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
Medium	Low

## **Section 1 – The Proposal**

### **1.1 Background to proposal**

The proposal is to freeze currently vacant posts in the Children’s Support and Safeguarding Service of 5.5 FTE posts.

#### **Summary of changes:**

The principal social worker post will be frozen, and the duties will be added to a service leader role. This will reduce the capacity of the department to engage in strategic and regional developments.

In addition to reduce the number of staff in the teams by 4.5 FTEs. This comprises 2 social worker posts and 2.5 family support worker posts. These are based in teams throughout North Somerset. Currently on average a social work team is comprised of 6-10 Social Workers, a case holding Consultant Social Worker and a Team Leader with an average of 2 Family Support Workers per team.

### **1.2 Please detail below how this proposal may impact on any other organisation and their customers**

There should be no perceptible impact.

## **Section 2 – What Do We Know?**

### **2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?**

See below

### **2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?**

North Somerset has seen a reduction in the number of children in need as defined by the Children Act 1989 from 687 in April 2016 to 552 in September 2018. This means there are fewer cases which need to be managed by social workers which will assist in mitigating against the impact of a reduction in our children’s workforce.

Currently within North Somerset there are approximately 545 children in need, 229 children who are looked after and 134 children on a child protection plan. These children are comprised of both female and male gender. A small proportion of these children will have a disability or an EHCP. These children will be based over our entire North Somerset Boundary however the highest population of children in receipt of CIN or CP children are based in the South of North Somerset.

**2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?**

Full demographic data and geographic data is available. We have increasing numbers of BME children receiving services than in the general population, one major reason being the fact that asylum seeking children and their families will always be service users as a result of their asylum status irrespective of any other needs. 10% of children in need are have a BME background compared to about 7% in the general population.

**2.4 How have we involved or considered the views of the people that could be affected?**

There is a detailed consultation in relation to disabled children services ongoing at present which closed on 30<sup>th</sup> November 2018. Consultation with children in care Bright Spot survey 2018.

Consultation with staff as part of the Frontline programme October 2018

An Equality Community Stakeholders Event was held on the 14<sup>th</sup> January. Several concerns and queries were expressed regarding the savings proposals and these are detailed and responded to below: -

Comment made	Response
<p>Concerns re the retention of social workers, with the loss of the principal social worker who will be available to support staff, aide their learning and development etc.</p>	<p>Some of the key functions of the Principal Social Worker role will become a strategic responsibility of the new Service Leader for East Community Family team which will serve as some mitigation for the loss of the role within North Somerset. This will include the promotion of best practice, and a lead on training and development for staff. We have recruited a learning and development co-ordinator full time for children’s services which will undertake most of planning and commission for the children’s workforce informed by key themes from audits, staff feedback and identified learning needs.</p> <p>The support and retention of our children’s workforce is a key consideration for the senior leadership team. We have invested in training which will assist us in supporting our staff and their working environment adopting the principles of trauma informed practice and supervision.</p> <p>As an organisation North Somerset has made significant positive progress in the recruitment and retention of permanent Senior Management Team and Team</p>

	<p>Leaders and we have significantly reduced our reliance on agency social workers. This means our workforce is supported by a stable leadership team and in our recent Frontline evaluation our staff fed back positively regarding the support they receive. We have invested in our team leaders this year through monthly development sessions and peer support to strengthen their practice and support their continued development and professional confidence.</p> <p>To ensure our children’s workforce can understand developments within the local authority there is a quarterly briefing provided by the Director and Assistant Director of Children’s Services to all staff where they can voice their opinions on key issues. This provides a link between our most senior leaders and our front-line staff.</p> <p>The above in our view will assist in providing mitigation against the loss of the Principle Social Worker Role.</p>
<p>How these changes will impact upon remaining staff, will they be expected to pick up additional duties?</p>	<p>All Service Leaders retain strategic leads outside the line management responsibilities they have for their individual teams. This would be expected as part of the senior management role and duties attached. There are examples of other local authorities who successfully manage the role of the Principle Social Worker through making it part of the service leader strategic portfolio.</p>
<p>Is there an expectation that waiting times etc will increase? How is this being managed/monitored?</p>	<p>This is not anticipated to be the case as currently all the roles proposed are currently vacant and the workload is managed accordingly.</p>
<p>With a reduced workforce going forward there were concerns about the service's inability to respond to an increase in demand in the future</p>	<p>North Somerset currently have commissioned and are considering several measures to manage future demand to reduce the risk of this increasing. This includes increased capacity through the Edge of Care Social Impact Bond Turning the Tide, which works with vulnerable families to reduce the risk of children entering the care system. It has been demonstrated that between 2017-18 children between the ages of 10-17 entry to care has reduced by over 60% demonstrating the success of this work. Through the transformation board we are evaluating several possible future responses to assist us with managing demand and supporting our most vulnerable children and families achieve positive outcomes included evidenced based targeted intervention for children between 0-10. We are confident these measures mitigate the risks of future increased demand.</p>

Concerns that this change affect the team's capacity to carry our preventative work and to respond to emergencies including complex cases	Currently these are vacant posts and have been vacant between 4 – 12mths. We have therefore been delivering our key services whilst managing these vacancies within North Somerset.
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## **2.5 What has this told us?**

Parents of disabled children and consultation through Ofsted is telling us that parents would like more access to short breaks services, but the availability of short breaks is based on commissioned services and not dependent on our in-house staffing levels.

Children Looked After tell us they do feel well supported by their carers and social workers.

Social workers enjoy working in North Somerset and consider they are well supported by their managers and by high quality training. The number of agency staff employed has reduced from a high of 36 in July 2017 to 11 currently. This provides much needed stability in the workforce.

## **2.6 Are there any gaps in our consultation, what are our plans for the future?**

### Section 3 – Assessment of Impact

Impact Level Insert X into one box per row, for impact level and type.					Impact type			Summary of Impact
	High	Med	Low	No	Positive	Neutral	Negative	
Disabled people		X					X	This is assessed as medium only because the percentage of disabled people out of the total we serve are naturally higher than the percentage of disabled people in the general population
People from different ethnic groups		X					X	BME families represent 10% but there is no evidence to suggest they will be disproportionately affected. In fact, they receive priority given so many are asylum seeking children/adults.
Men or women				X		X		No disproportionate effect.
Lesbian, gay or bisexual people				X		X		No disproportionate effect.
People on a low income		X					X	Whilst there is no specific data we know that low income groups are more likely to be receiving children's services.
People in particular age groups		X					X	The nature of our service means that children are represented more than adults.
People in particular faith groups				X		X		There is no data to suggest that any faith groups would be disproportionately affected.
People who are married or in a civil partnership				X		X		There is no data to suggest that any such groups would be disproportionately affected.
Transgender people				X		X		There is no data to suggest that any such groups would be disproportionately affected.
Women who are pregnant or whilst on maternity leave			X				X	There is no data to suggest that any such groups would be disproportionately affected.
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:	X						X	As most of our service users are carers, are parents or have higher health needs they are over represented compared to in the general population.



<b>Does this proposal have any potential Human Rights implications?</b> If 'yes', please describe	No
<b>Could this proposal have a Cumulative Impact with any other budget savings?</b> <i>This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else</i>  If 'yes', please describe?	No. These are already vacant posts and with the current staffing levels caseloads on average 18.9 this is within a healthy range. Normal caseloads are seen as between 14 and 24.

## Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	How will it be monitored?
Children and families who require services will always be triaged to ensure we work with those in greatest need.	By team managers and in data sets
Early Help will continue to be promoted so that universal and targeted services support families	Data set and Early Help Board
Reductions will be from identifiable vacant posts.	Service Leaders
12 ASYES (social workers in their Assessed and supported Year in Employment) have been recruited and slotted into vacancies) and will be supported by the Principal Social worker. North Somerset Training Department and their team managers and consultants in those teams This programme has been in place for the last 3 years and should reduce the need for agency staff although the department needs to ensure there are sufficient experienced social workers to carry out the more complex Safeguarding and legal work.	Principal social worker and training manager
North Somerset will support the Step Up to social work and Frontline social work training programme which will train graduates with good and relevant degrees	Principal social worker
The Edge of Care Turning the Tide Service will continue to deliver a service to vulnerable children and families on the Edge of Care.	Turning the Tide Monthly Monitoring Group
North Somerset will continue to offer training and implement the principles of the Trauma Recovery model to support their children’s work force and the vulnerable families we are working with.	Children’s Workforce Lead
<b>If negative impacts remain, please provide an explanation below.</b>	
There is a possibility that average caseload numbers could rise slightly.	

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Children’s Social Care
<b>Budget reference:</b>	PCC6
<b>Budget reduction proposal:</b>	Increase in income from Clinical Commissioning Group (CCG) for Continuing Health Care
<b>Budget saving for this financial year:</b>	£50,000

#### Description of the proposal:

Introduce more effective review mechanisms for children to ensure that health care needs are identified and applications for Continuing Health Care (CHC) are made where appropriate.

#### Summary of changes:

Clients whose primary needs are regarding their health care needs are entitled to CHC funding. This is paid by the CCG. An independent organisation; People Too, has been commissioned across the CCG area to review our current systems. We have identified several looked after children and children with a disability living in the community who we consider are likely to be entitled to CHC funding. As a result, the CCG would be responsible for funding part of the clients’ care.

New joint processes are being developed in relation to decision making with the CCG. Work is also underway in partnership with the CCG to ensure a more robust Appeal Panel is introduced into the process.

Training is to be provided for staff to ensure they have the skills to support CHC decision-making in December 2018.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X		X	
People from different ethnic groups				X		X	
Men or women (including pregnant women or those on maternity leave)				X		X	
Lesbian, gay or bisexual people				X		X	
People on a low income				X		X	
People in particular age groups				X		X	

People in particular faith groups				X		X	
People who are married or in a civil partnership				X		X	
Transgender people				X		X	
Other specific impacts, for example: carers, parents, impact on health and wellbeing.							
Please specify:							

### 3. Explanation of customer impact

There will be a neutral impact for affected service users as their funding will continue but from a different source.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

No posts affected, but priorities may need to be revisited to allow time to focus on CHC cases

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Sheila French

Date:

23<sup>rd</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Early Years Team
<b>Budget reference:</b>	PCC7
<b>Budget reduction proposal:</b>	Restructure the Early Years Team based on a reprioritisation of work
<b>Budget saving for this financial year:</b>	£50,000

#### Description of the proposal:

A staffing review to change some job roles to deliver service improvements. To further integrate Early Years and Children's Centres which includes streamlining the Quality Assurance and Safeguarding functions and SEND processes.

#### Summary of changes:

The Early Years Team comprises 9.4 FTE posts and comprise 6 Early Years Support Advisors (JG7) and 5 Advisory Teachers on Soulbury or Teachers terms and conditions. The proposal will make savings of £50,000 through staffing restructure. This includes the deletion of an Advisory Teacher post. To mitigate the impact of the loss of a teacher qualified, post by reinvesting any surplus budget into Early Years Support Advisors hours, to support Early Years settings in meeting Ofsted 'Welfare Requirements'.

The Early Years Team delivers the statutory requirements of the Early Years SEND Code of Practice, and the requirement for the council to secure sufficient quality childcare. The Early Years Team is reshaping its processes around assessing, supporting and recording SEND children. The Council has increasing numbers of childcare settings with inadequate Ofsted inspection judgements. This restructure aims to better support both changes.

Further mitigation of impact will result from the children's centre team increasing their work with individual children e.g. Early Years Pupil Premium and SEND children.

The risk is that with one less person there will be reduced capacity to get out and support settings and have less people to deliver training to the sector.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type						
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups						X	

Men or women (including pregnant women or those on maternity leave)			x				X
Lesbian, gay or bisexual people						x	
People on a low income			x				X
People in particular age groups			x				X
People in particular faith groups						x	
People who are married or in a civil partnership						x	
Transgender people						x	
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: Parents with children with children in childcare settings			x				X

### 3. Explanation of customer impact

There is a potential low, negative impact for disabled children and their families and those on a low income as this proposal may result in not enough capacity to adequately support Early Years settings around quality assurance and sufficiency of childcare. An increased number of childcare settings with inadequate or requires improvement judgements, means North Somerset cannot provide children & parents with sufficient funded childcare.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

All 5 Early Years consultants will be put at risk of redundancy. The current staffing structure will be reworked to deliver a flatter structure, that mirrors the Team Leader structure in children's centres. Remaining staff will retain their current terms and conditions. Job descriptions will be redrafted to better reflect the needs of childcare settings and children with SEND.

Up to one FTE post, which is currently permanently filled. There are 5 Early Years Consultants, one is full time, one on 0.9 FTE, and 3 others are term time only, and between 2 and 4 days a week.

### 5. Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 12<sup>th</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Jenie Eastman

**Date:** 10<sup>th</sup> November 2018

## **Equality Impact Assessments**

### **People and Communities – Adults and Public Health**

#### **2019/20 budget proposals**



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# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	Adult Social Care - Accommodation Solutions
<b>Budget reference:</b>	PCA1, PCA4
<b>Budget reduction proposal:</b>	New Supported Living Scheme (Clifton Road) New Extra Care Housing Scheme
<b>Budget saving for this financial year:</b>	PCA1 £160, 000 and PCA4 £15,000

#### Description of the proposal:

To continue the development and delivery of additional Extra Care and housing with support for vulnerable groups.

#### Summary of changes:

North Somerset Council have adopted the new Housing with Support Strategy. This strategy looks to provide a central focus point for ongoing development of Extra Care and Supported Living. Extra Care and Supported Living for vulnerable people are not only more cost effective but are evidenced to support improved health and wellbeing and lower incidents of falls, hospital admissions etc. Modelling of the average cost of care for Extra care or housing with support suggest significantly lower overall care package costs.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people		X			X		
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income		X			X		
People in particular age groups		X			X		
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			

Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify: Health		X			X		
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### 3. Explanation of customer impact

There is a strategic aim to increase the total Extra Care capacity by over 120 places, and to increase the supported living capacity for people with learning difficulties by 40 units within the next 5 years. Extra Care is usually aimed at people who are over 55 and require some form of social care support. Supported Living is usually accommodation specifically designated for a specific client group, usually for people with Learning Difficulties. Extra Care and Supported Living are two areas where there can be significant financial savings made whilst providing more independence for service users. The Housing with Support Strategy 2017-2027 was adopted in December 2017.

To meet these aims, we are working with Housing and Care 21 to develop a 60-unit Extra Care site in Yatton which is aiming to be complete by January 2020 and occupancy starting in February 2020. The full benefit of this site will not be felt until 2020-2021. Extra Care schemes have had numerous studies carried out on them to determine what impact they have on people’s lives. The ExtraCare Charitable Trust found a 38% reduction in NHS costs, due to Extra Care residents having reduced (46% lower) routine GP visits and less and shorter unplanned hospital admissions compared to service users living in residential care.

The study also found 19% of people who are categorised as “Pre-Frail” returned to Resilient state within 18 months of moving into Extra Care and that Extra Care service users experienced lower levels of depression.

North Somerset Council social care will have nominations to 50% of the lettings (the affordable rented homes) and as such as the development is likely to have a positive impact for the health and well-being (older and disabled) people in receipt of a low income.

Clifton Road Supported Living Scheme is due to open in February 2019. This will provide 8 self-contained flats for people with learning difficulties. This scheme is expected to make a saving of approximately £160,000 for 2019 - 2020 financial year. It is anticipated that there will be a range of positive outcomes for service users including increased security of tenure which will provide more settled accommodation and reduce the risk of the service user needing to move; disrupting their care. Service users will live independently and have rights to full welfare benefits including housing benefit, income support and disability living allowance. This means that service users will have greater financial independence and choice over their lives compared to living in residential care. This scheme will also potentially prevent a number of clients having to be placed in semi-secure out of county residential homes, meaning that tenants will be able to keep their local connections and relationships. Stay close to family and friends, continue with education and will be a reduced cost to the Council.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes  No

## **Explanation of staff impact**

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily - See above.

## **5. Consolidation -savings – please complete for medium or high impact -areas**

None

## **6. Review and Sign Off Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Gerald Hunt  
**Date:** 12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities – Adult Care
<b>Budget reference:</b>	PCA2
<b>Budget reduction proposal:</b>	Full Year impact of 2018/19 savings programme - recommissioning of Care and Repair services
<b>Budget saving for this financial year:</b>	£65,000

#### Description of the proposal:

WE Care and Repair contract ended on November 2018. As part of the Medium Term Financial Plan, a decision was made to change the way we commission Home Improvement Agency (HIA) services to ensure that we provide essential services to the most vulnerable people in North Somerset, to help them maintain and adapt their homes, while providing best value.

The services were transformed with a mixture of procurement, making best use of current resources and bringing services in house.

#### Summary of changes:

The Motex Equipment and Demonstration Centre has been brought back to North Somerset Council to support Single Point of Access's clinical model. The centre will provide early intervention and prevention services including Occupational Therapy and Care management support.

We have a new equipment provider for retail equipment at the centre, alongside this we are developing a self-service offer and a leaflet of trusted local suppliers.

We have recommissioned a handyperson service with a clear pricing structure. This is being provided by AMS electrical and is a subsidised service for vulnerable and other groups. Work has been ongoing with the handypersons service to strengthen the links between the home from hospital service, Curo, Medequip to provide a more seamless service for residents.

We have been working with Trading Standards to encourage local contractors to join the "Buy with Confidence" scheme to provide residents with access to competent contractors and other specialist services.

We will also will be working with our providers of information and advice on other contracts to ensure that they can continue to support our residents to find the information and advice they need.

People who are in receipt of Disabled Facilities Grant will continue to be supported to complete their works in line with good practice guidance; this may be a combination of Buy with Confidence scheme, in house agency, self-help and/or specialist referral.

Below is a table of current services that will support people with Private Sector Housing renewal moving forward.

West of England Care and Repair Services	Services in North Somerset that provide a similar function
	Care Navigators North Somerset Online Directory Floating support service Curo Care Connect NSC OT services First Stop Turn2us
<b>Information and Advice</b>	Trustmark - Government endorsed standards
	Access your Care - Key Safe Man Local market providers Home fire safety assesment Social Tenants - Minor adaptations and repair service NSC Minor Adaptations and trusted assessor service - via Medequip.
<b>Handyman services</b>	
	Home from Hospital service Floating support services Curo NSC grants team
<b>Casework including repairs</b>	
<b>Technical services for major adaptations</b>	NSC grants team and local market
<b>Independent living centre</b>	NSC OT/CM clinics
	Wessex Loans NSOD CURO Floating support worker Affordable warmth grants Citizens Advice
<b>Financial support</b>	

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people		X				X	
People from different ethnic groups			X			X	
Men or women (including pregnant women or those on maternity leave)			X			X	
Lesbian, gay or bisexual people			X			X	
People on a low income			X			X	
People in particular age groups		X				X	
People in particular faith groups			X			X	

People who are married or in a civil partnership				X		X	
Transgender people			X			X	
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:							

### 3. Explanation of customer impact

This service is exclusively for disabled people and older people who have lived in owner occupied properties or private rented accommodation.

There is greater access to subsidised handypersons services for residents of North Somerset in need of financial support and there is a trusted handypersons service for private payers. We have already received positive feedback on this service from residents and we are continuing to strengthen links between handypersons and our other community providers.

The Equipment and Demonstration centre will give this client group a higher level of access to clinician lead assessment and will support our early intervention and prevention agenda as part of the broader changes to adult social care as part of The Vision

People who are having a Disabled Facilities Grant will received the same level of agency support, though this will be a combination of Buy with Confidence scheme, in house agency, self-help and/or specialist referral.

Work has been done with our community providers to ensure that clients still receive a good level of information and advice about services available. We have set up an emergency repairs grant and heating process with our community providers to ensure those in need of emergency support are still able to receive this.

By giving some of the grant support that was available through WE Care and Repair directly to Voluntary and Community Sector providers in North Somerset, we have enabled faster support to be given to the most vulnerable.

We have developed a communication plan that has been delivered and includes, article in winter special of North Somerset Life, social media, leafleting, improving awareness in among North Somerset council staff. After an initial communication push it has become apparent more targeted work is needing to engage the residents of Weston/Worle and people from different ethnic groups. We will be continuing communications work along these lines including exhibiting in Weston Super Mare town centre in the new year.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

X

Yes

No

**Explanation of staff impact**

Staff from Care and Repair have now been TUPED over as required to new services and there are no outstanding staffing issues.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

Number of staff TUPE is 1.5 fte or 2 staff.

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

Laura Cresser

**Date:**

23<sup>rd</sup> November 2018



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Community - Community Meals
<b>Budget reference:</b>	PCA3
<b>Budget reduction proposal:</b>	Increase charges for community meals to make service more sustainable
<b>Budget saving for this financial year:</b>	£40,000

#### Description of the proposal:

The proposal was submitted to introduce an increase to community meals charges to be phased in over two years, with the intention to ensure that the service was cost neutral. This is the second year of the implementation.

#### Summary of changes:

The cost of a hot meal delivered by community meal will increase from £5.00 to £5.50  
And the cost of tea time snack from £3.30 to £3.40

The original proposal was informed by benchmarking with neighbouring authorities, revealing that charges in North Somerset for community meals were lower, whilst offering a comparable high-quality service with additional welfare checks and support. The charges are shown in the table below

Description	2016/17 Charge	2017/18 Charge	2018/19 Charge	2019/20 Charge
Hot Meals Service	£4.50	£4.56	£5.00	£5.50
Afternoon Tea Service	£3.30	£3.30	£3.30	£3.40

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups			X				X
Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people				X			

People on a low income			X				X
People in particular age groups			X				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: May see cost shift to carers or service users declining meals due to cost which could impact on carers.			X				X

### 3. Explanation of customer impact

With regards to the risks associated with increased cost, it is felt the cost of a hot meal with additional welfare checks and support remains competitive.

In relation to the annual increase in expense to the individual, a low Impact is identified for all groups where data is known.

The gender breakdown for people in receipt of community meals is as follows:

- 269 (66%) Female and 136 (34%) Male.

Work is under way to ensure effective performance reports from the service database to help identify scope of service delivery and any impact.

It is anticipated that people on low income would be most impacted by price rises for the service (this has been indicated as a low impact), however, the financial circumstances of service users is unknown to the service.

Steps are in place to mitigate against financial hardship (hardship fund) for those in need of a hot meal delivery service but whom are unable to pay for the increase cost of meals. There has been no use of the hardship fund to date.

Care provision for meal time assistance remains an alternative option for those meeting the eligibility criteria for services under the Care Act 2014. These care services are means tested.

The proposed increases equate to an increased cost (based on receiving meals seven days per week) of £3.50 per week for main meals and £0.70 per week for tea time meals; presenting a maximum weekly cost increase of £4.20 for someone receiving both meals, each day.

Previous analysis of service data shows that roughly 33% of people in receipt of community meals have a hot meal *daily* and only 20% of total meals take up is for the tea time option. Therefore, a maximum of 20% would be in receipt of both, daily.

Since implementing the initial increase, the service experienced a decrease in take up:

- 01/01/14 – 31/12/14: 112,519 meals
- 01/01/15 – 31/12/15: 103,026 meals
- 01/01/16 – 31/12/16: 87,647 meals
- 01/01/17 – 31/12/2017: 76,491 meals
- 01/01/18 - 31/10/18: 66,881 meals

However more recent figures (2018 / 19) are showing an increase in meals, despite the increase in price.

April to September figures:

- 2017/18 – 43,609
- 2018/19 – 45,754

Work is underway to promote the service following a lack of marketing and the numbers are beginning to increase.

Reasons for people electing to leave the service have been monitored and has not indicated the increase in price being the reason given. Reasons given include: moving into care home, deceased, family member able to assist. There have been no recorded complaints in respect of the cost of meals and no one indicating a need for financial assistance to continue receiving meals, following the last increase in meal charge. The service will continue to monitor the reasons why people stop having meals – to enable any financial concerns to be identified and addressed appropriately.

Although no applications have been made for assistance with cost of meals, anecdotally it has been reported that those on low income are reluctant to have the meals service due to cost, despite offering the additional welfare support.

#### **4. Staff equality impact summary**

Are there any staffing implications for this proposal?

Yes

No

#### **Explanation of staff impact**

N/A

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. **N/A**

**5. Consolidation savings – please complete for medium or high impact areas**

None

**6. Review and Sign Off**

**Directorate Equality Group**

When was this assessment reviewed by the Directorate Equality Group? 23 November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

**Sarah Shaw**

**Date:**

**21 November 2018**

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Adult Care
<b>Budget reference:</b>	PCA5
<b>Budget reduction proposal:</b>	Additional Shared Lives Carers
<b>Budget saving for this financial year:</b>	£145,000

#### Description of the proposal:

Growing the Shared Lives scheme to provide more placements across adult care as an alternative to residential options.

#### Summary of changes:

Clients with a learning disability are accommodated wherever possible within the Shared Lives service, this service is similar in nature to a fostering arrangement, providing long term and short term, placements. Cost and volume work indicates that shared lives placements are more cost effective than traditional residential based services, and provide excellent outcomes for service users, often leading to greater independence and life opportunities.

The aim is to ensure that we: offer shared lives to more people; increase the number of carers recruited, and; expand into other client groups (including people with poor mental health and older people). This will be a very positive initiative and will offer people alternative options to residential care.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people		X			X		
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups		X			X		
People in particular faith groups				X			

People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

Overall clients will benefit from an increase in choice and independence, service is registered by Care Quality Commission (CQC) and commissioned all providers of care are vetted and commissioned by Social Services. It is anticipated that these changes will result in a positive impact for service users, as the shared lives service provides services with a positive impact.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

An additional shared lives coordinator post has been put in place for 12 months to ensure there is sufficient capacity in the service for recruitment, training and support of new carers.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. 1 FTE 12 Month JG6 Shared Lives Co-ordinator post

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed? N/A

Service Manager:

Martin Hawketts

Date:

23<sup>rd</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Adult Social Care
<b>Budget reference:</b>	PCA6
<b>Budget reduction proposal:</b>	Re-commission accommodation-based Supporting People contracts
<b>Budget saving for this financial year:</b>	£150,000

#### Description of the proposal:

To re-commission the existing Supporting People accommodation based, support service contracts with 8 Housing providers by the end of June 2019. The proposal will focus on ensuring greater use of these resources are made with those with greatest need, to more closely align these preventative services with cost avoidance on more expensive residential care packages that are often out of the District.

The new contracts will focus on needs led, outcome focused offer, with clarity between low, medium and high support needs and the accommodation. This will be achieved through a clearer offer from providers of the current service to meet people's needs, by providing tailored support for each service users rather than the existing generic support and accommodation model offer currently in place.

#### Summary of changes:

The new outcome focused contract will provide support for eligible service users (people with high and medium support needs including those people eligible under the Care Act 2014 and the Children and Families Act 2014). Accommodation which meets the needs of service users with low support needs would no longer be funded but providers would be able to continue to access enhanced levels of Housing Benefit and people with lower support needs will be directed towards these schemes. This will be achieved through much closer co-ordination between Commissioners and Housing Benefit, to ensure the most appropriate provision is accessing eligible support.

The proposed changes will reduce direct spend on the existing accommodation-based support contracts, as well as generating opportunities to reducing future complex care packages for adult and children's social care. Successful implementation will demonstrate opportunities to reinvest in supported accommodation through reducing the need for high cost out of county placements, by providing local support services to meet higher support needs.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups			X				X
Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people			X				X
People on a low income			X				X
People in particular age groups			X				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people			X				X
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

## 3. Explanation of customer impact

The proposed changes should result in an enhanced local offer to meet more complex needs of people requiring support and accommodation, enabling people to be better supported within their local community, as well as building on local networks of family and friends in their local area; with clear support plans and move on plans from supported accommodation into independence.

The new contracts will ensure providers are clear in their offer of accommodation type and support levels based on a person-centred approach with clear pathways to independence for customers including; training, work, education and accommodation offer.

The recommission will not change North Somerset's position under legislation to provide accommodation for those where the council has a duty under homelessness legislation. The current Accommodation based Support providers will continue with their accommodation-based offer but funded solely through housing benefit for those with low support needs and people with medium and high support needs will continue be funded through Supporting People.

There is some risk that the recommission could have an initial negative impact associated with any recommission whereby the outcome could have a destabilising impact on existing providers. The redirection of resources towards those in most need could also impact negatively on



provision as could the recently announced Government review of higher HB levels which might reduce or change the circumstances in which Housing Benefit maybe paid for support. These risks will be mitigated as far as possible by working with providers as part of the remodelling to help them deliver efficient sustainable support services and focus all available resources to support needs across all levels of need.

#### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily - See above.

#### 5. Consolidation -savings – please complete for medium or high impact -areas

None

#### 6. Review and Sign Off

##### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Not at this time, more detailed EIA will be completed as a part of the re-commissioning process.

**Service Manager:** Gerald Hunt, Head of Commissioning

**Date:** 12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Adult Care
<b>Budget reference:</b>	PCA7
<b>Budget reduction proposal:</b>	Reviews of Supported Living Schemes
<b>Budget saving for this financial year:</b>	£150,000

#### Description of the proposal:

The project will examine and reassess all current supported living shared homes within the Community Team for People with Learning Disabilities (CTPLD). It has been identified that the process by which these have previously been assessed and reviewed has not considered shared support to the degree that could be expected. By streamlining these services cost savings can be achieved and provider capacity increased.

#### Summary of changes:

North Somerset Council CTPLD has a number of customers in shared homes. These homes support between 2-12 customers. Each customer has a personalised package of support and as a result their review has historically been viewed singly and as such the scope for shared support has not been maximised.

Utilising the collated data of those supported living placements that meet the above criteria; each placement will be reviewed as a “whole home”, as well as each customer singly. This enables the identification of support which can be shared at a higher ratio.

It is not expected for there to be reductions in the volume of care provision to individuals, but rather to promote the more effective delivery of the care.

Is this a continuation of a previous medium term financial plan saving?

Yes  No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			

People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

The review initiative is not expected to impact on the nature of the care packages received by those under review, who will continue to receive an equivalent level of support as before. There may be some minor changes to staff personal and timings of care in some circumstances,

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

The project will be initiated and maintained within the team; utilising existing capacity with the view to achieving an ongoing continuation of a streamlined approach to support.

A Team Leader will lead on the project and oversee all strands of the project, including the data collation to measure performance and outcomes, this will require the 'acting up' of a post from a JM1 level to a JM2 level for a period of 12 months. This is all containable within existing salary budget.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

1 post temporarily acting up from JM1 to JM2 (1 FTE)

### 5. Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed? N/A

**Service Manager:**

Martin Hawketts

**Date:**

12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities – Adult Care
<b>Budget reference:</b>	PCA8
<b>Budget reduction proposal:</b>	Provision management (reviews and assistive technology)
<b>Budget saving for this financial year:</b>	£150,000

#### Description of the proposal:

The council recognises that capacity to undertake reviews has been limited given the demand pressures and safeguarding responsibilities within locality social work teams. The Adult Care workforce is subject to a current restructuring exercise which will increase available resources for reviews these changes will seek to resolve some of these concerns. In addition, an opportunity arises when working with our strategic domiciliary care providers, to align their own assessment requirements to assess the needs and environment and health and safety concerns they will have to undertake as providers of care services, with the initial assessment process for reablement. This would not preclude the need for statutory care assessments but align the timing of the full social work assessment to the point (anytime up to six weeks) after which the provider has provided intensive support based on a reablement ethos, to the individual to maximise independence and allow the social worker to assess longer term care need once initial reablement has taken place.

The council is looking to pilot Assistive Technology which will look to deliver more innovation in developing the reablement offer to offer a digital support assessment. Based on identifying a target cohort of the reablement service, namely elderly clients living alone, who may benefit from enhanced digital support to improve their reablement outcome, improving wellbeing and offering enhanced monitoring of health and social care indicators that might lead to reduced domiciliary care visits.

This will build on the current projects with Alliance at Tamar Court and discussions with Notaro on how a digital offer can reduce formal care packages and have a significant impact on individuals overall wellbeing, prompting medication checks, monitoring movements and other health indicators to reduce hospital admissions and falls. These pilots have recently gained the financial support of the Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group (NSSG CCG) who recognise the potential of the initiatives.

#### Summary of changes:

The council will undertake more reviews of packages of care but will also give increased delegation for the provider to increase or decrease reablement packages to encourage greater independence and target a digital support offer as part of this package. This model is referred to as 'Trusted Assessor'. This does not mean that the council will delegate its responsibility to providers to review people's packages, it means that we will work with providers to ensure that people's packages of care are adequate to meet their needs but not excessive. This approach will also not replace many of the care activities required by individuals but will offer a risk-based approach to care priorities when domiciliary care capacity is stretched. This fits with the vision for adult social care, maximising independence and wellbeing.

The council will pilot increased delegation for the provider to increase or decrease reablement packages to encourage greater independence and target a digital support offer as part of this

package. This will offer wireless connectivity to clients who have little or no contact with the digital opportunities many of us take for granted. These will include assessments of particular interest to them (e.g. audio books, relaxation techniques and music therapies) to maximise engagement in areas of interest to the client, a focus on reconnecting those individuals via Alexa/skype etc with family and friends, and to nudge clients to establish online prescription, medication prompts, as well as developing skills to nudge clients in hot weather to drink more fluids. It will provide monitoring devices and voice recognition applications to allow the cares to talk to clients, to assess immediate needs on a more dynamic basis.

This approach will not replace many of the care activities required by individuals but will offer a risk-based approach to care priorities when domiciliary care capacity is stretched. The exact deployment of these ideas will be shaped by the test and learn pilot at Tamar Court Extra Care Scheme where the council is working collaboratively with Sparks Compass a digital company developing application skills for Alexa with a voice active functionality to allow carers and the council to assess clients wellbeing to deliver a daily triage of care priorities.

Is this a continuation of a previous medium term financial plan saving?

Yes  No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X		X		
People from different ethnic groups			X		X		
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups			X		X		
People in particular faith groups			X		X		
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:							

### 3. Explanation of customer impact

The ethos of reablement is to provide short term care and support to bring people back to their maximum level of independence and wellbeing. The use of digital solutions as part of the reviewing process will offer many of the benefits of digital technology to those who have not experienced its value. The cohort most likely to benefit from this pilot is the frail elderly particularly those who do not have local family and friends to support.

The initial target areas are likely to be rural settings where domiciliary care is even more challenging to deliver and the wrap around support of a digitally enabled care offer to complement the traditional care package will be most cost effective to deliver.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Gerald Hunt

Date:

12th November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Adult Care
<b>Budget reference:</b>	PCA9
<b>Budget reduction proposal:</b>	Increased income from Continuing Health Care/Joint Funding
<b>Budget saving for this financial year:</b>	£300,000

#### Description of the proposal:

Introduce more effective review mechanisms to ensure that health care needs are identified and applications for Continuing Health Care (CHC) are made where appropriate and challenged when required. Develop clear pathways for joint funding with the Clinical Commissioning Group for those who are not CHC eligible.

#### Summary of changes:

Clients whose primary needs are in regard to their health care needs are entitled to CHC funding, this is paid by the Clinical Commissioning Group (CCG), this proposal includes:

- Identification of individuals in the Community Team with learning disabilities formally funded via the previous 'joint funding mechanism' and ensure these individuals are screened for CHC funding
- Ensuring that all assessments and reviews consider CHC funding.
- Development of a 'dispute' protocol and 'joint funding' protocol with the Clinical Commissioning Group
- Realign the workforce to create Continuing Health Care Specialist roles to support applications.

Is this a continuation of a previous medium term financial plan saving?

Yes  No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			



People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

The decision for either an individual to be CHC funded, or joint funded does not affect their care delivery, which will remain consistent – it is clear in statute that no funding can be withdrawn by either party without clear agreement and that any disputes over funding cannot interrupt or delay care provision. It is not envisioned to have any impact on the care received.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

As part of the workforce proposals for adult social care, roles will be created from existing resources to work on CHC cases as part of a restructure.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily. No overall changes to staff Full Time Equivalent.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed? N/A

**Service Manager:** Martin Hawketts  
**Date:** 12<sup>th</sup> November 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities – Carlton Centre
<b>Budget reference:</b>	PCA10
<b>Budget reduction proposal:</b>	Review costs and income in relation to the Carlton Centre
<b>Budget saving for this financial year:</b>	£50,000

#### Description of the proposal:

The Carlton Centre delivers a range of Mental Health support and training activity including those experiencing substance misuse, self-harm, autistic spectrum conditions and other mental health diagnosis. The building and support staff are funded by the council, Avon and Wiltshire Mental Health Partnership (AWP) delivers the mental health operation resources and running costs of the building, the Clinical Commissioning Group (CCG) provides therapeutic services, and other partner agents include Adult Learning Service and Team North Somerset. The acquisition of the building was subject to Mental Health Capital Grant awarded to the council fifteen years ago. The proposal is to reduce the size of the council contribution based on generation of more fee income or reduced support resources.

#### Summary of changes:

The council has provided support to deliver the administration of the centre, this has grown over years based on increased income from course activity and partnership contributions. The growth in income has not stood pace with the administration costs and the council contribution is no longer affordable. The council currently contributes a net budget of £50,000 with a contribution from fees of £85,000. This funds in total five staff or 4.1 full time equivalents, which includes receptionists, administrators and course co-ordinators.

The proposal is to review the activities and contributions to the service, with a focus on generating more income from partnership or fee income and or reducing current commitments, which could but not necessarily involve a reduction in the staffing complement. The service reflects a strong partnership ethos, but lacks a clear strategic direction, and the review of costs will seek to restore the principal originally intended for these resources of financial self-sufficiency.

Is this a continuation of a previous medium term financial plan saving?

Yes  No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups			X				X

Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people			X				X
People on a low income			X				X
People in particular age groups			X				X
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:							

### 3. Explanation of customer impact

The impacts whilst anticipated to be relatively low, could dependent on the review lead to higher fee costs or reduced activity and support to the users of the Centre.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

It is not clear yet what the reduction would require which will range from zero staffing effect to a reduction of up to 1.5fte posts.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

The posts are filled with the exception of a 0.65 f.t.e co-ordinator post, which is currently vacant.

### 5. Consolidation savings – please complete for medium or high impact areas

None

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 23<sup>rd</sup> November

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:**

**Gerald Hunt**

**Date:**

**12th November 2018**

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Housing and Strategy
<b>Budget reference:</b>	PCA11
<b>Budget reduction proposal:</b>	Directorate Strategy & Policy and Housing Teams
<b>Budget saving for this financial year:</b>	£65,000

#### Description of the proposal:

Reduction in staffing costs and increased income in the directorates Strategy and Policy Development team, alternative funding sources for homeless prevention in the light of Discretionary Housing Payments/other supplementary funding

#### Summary of changes:

Reduction in staffing costs in the directorates Strategy and Policy Development team (£50,000) - reduction in hrs (12) of 1 Strategy and Policy Development Officer post resulting from the flexible retirement of a member of staff, deletion of the apprenticeship post at the completion of the current programme and savings from the recent replacement of one vacant Strategy and Policy Development Officer post (JM3) with an Engagement & Participation Officer (JM1) post. The People & Community policy and strategy development work programme will be reprioritised/reduced and realigned in the light of the reduced staffing resource available and the revised skill mix.

Increased income in the Directorates Strategy and Policy team (£10,000) - Increased income in relation to the work of the team in delivering the Trusted Relationships programme. This funding will be available for at least the next 2 years and maybe extended for a further 2 years.

Alternative funding sources for the provision for homeless prevention (£5,000) in the light of Discretionary Housing Payments funding which is now delegated to the team and other supplementary homelessness prevention funding.

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people			X				X
People from different ethnic groups			X				X
Men or women (including pregnant women or those on maternity leave)			X				X
Lesbian, gay or bisexual people			X				X

People on a low income			X				X
People in particular age groups			X				X
People in particular faith groups			X				X
People who are married or in a civil partnership			X				X
Transgender people			X				X
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:							

### 3. Explanation of customer impact

The Strategy and Policy Development team provide a policy and strategy development service for People and Communities directorate as well as supporting customer engagement and developing new service initiatives. People and Communities service users comprise a wide range of vulnerable people. The reduction in the staffing levels will mean that the Strategy and Policy Development work programme will be revised and there will be a small reduction in the scale of policy development work that can be undertaken. The restructuring of the team will reduce the team's capacity to undertake some of the more complex workstreams, particularly those linked to user engagement. All these changes could adversely affect services for vulnerable people from a range of diverse groups in a proportionate way. To mitigate the risks as far as possible the work plan for the team will be reprioritised and regularly monitored to ensure that priority service developments can be taken forward. In addition, duties will be realigned across the remaining roles within the team and the post of Engagement and Participation Officer has been recruited to initially on a temporary basis and the role will be further reviewed at the end of the contract to ensure it best meets the service needs.

Similarly, there is a risk that the income received is insufficient to meet the budgeted figures. If this occurred and the impact could not be mitigated in another way, it is likely there would need to be a reduction in the scale of policy and development work which could adversely affect services for vulnerable people from a range of diverse groups in a proportionate way and would be mitigated as far as possible as set out above.

The homelessness service provides a wide range of services for vulnerable people. Alternative sources of homeless prevention funding are proposed in the light of Discretionary Housing Payments funding which has recently been delegated to the team and other supplementary homelessness prevention funding. It is anticipated the revised budget provision will meet the service's needs. There is a risk that funding from these sources reduces or that demand exceeds the available resources in future. If this occurred and could not be mitigated in another way, it is likely there would be an adverse service impact affecting vulnerable people from a range of diverse groups in a proportionate way. The impact would be mitigated as far as possible by prioritising expenditure.

#### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

12 hours reduction in 1 post of Strategy and Policy Development Officer as a result of the post holder taking flexible retirement. Deletion of the apprentice post at completion of the current programme. 1 post of Policy and Strategy Development Officer (JM3) recently became vacant and has been replaced with new post of Engagement and Participation Officer (JM1). This post has been recruited to on a temporary basis initially and the role will be further reviewed at the end of the contract.

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily - See above.

#### 5. Consolidation -savings – please complete for medium or high impact -areas

None

#### 6. Review and Sign Off

##### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 11 November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

**Service Manager:** Mark Hughes

**Date:** 9<sup>th</sup> November 2018 (updated 18 January 2019)



# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities – Improved Better Care Fund
<b>Budget reference:</b>	PCA15
<b>Budget reduction proposal:</b>	Improved Better Care Fund Government Grant
<b>Budget saving for this financial year:</b>	£940,000

**Description of the proposal:** This entry in the MTFP reflects the proposed changes in the level of income to be received through the government grant in relation to the Improved Better Care Fund (IBCF).

**Summary of changes:** The levels of additional income are as follows, and detailed spending plans have been agreed.

	2018/19	2019/20	Diff 2019/20 to 2018/19
IBCF (original)	2,300	4,554	2,254
IBCF supplementary)	2,617	1,303	-1,314
<b>TOTAL</b>	<b>4,917</b>	<b>5,857</b>	<b>940</b>

Is this a continuation of a previous medium term financial plan saving?

Yes

No

### 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact type				Positive	Neutral	Negative
	High	Medium	Low	None			
Disabled people				X			
People from different ethnic groups				X			
Men or women (including pregnant women or those on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			

People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing. Please specify:				X			

### 3. Explanation of customer impact

There is no customer impact as a result of this change.

### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

### Explanation of staff impact

If yes, how many posts could be affected? State whether they are current vacant or filled permanently or temporarily.

### 5. Consolidation savings – please complete for medium or high impact areas

None

### 6. Review and Sign Off

#### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group?  No

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Katherine Sokol

Date:

18<sup>th</sup> December 2018

# Medium Term Financial Plan

## Initial Equality Impact Assessment 2019/20

### 1. The Proposal

<b>Service area:</b>	People and Communities - Public Health
<b>Budget reference:</b>	PCPH1
<b>Budget reduction proposal:</b>	Contract savings, efficiencies and use of reserves
<b>Budget saving for this financial year:</b>	£426,000

#### Description of the proposal:

Annual Government reductions to the ring fenced Public Health Grant have been in place since 2015/16 to 2019/20. The proposal is to manage the 2019/20 reduction to the Public Health Grant primarily through using the public health reserve plus planned contract savings and efficiencies in service delivery.

#### Summary of changes:

Growth		Savings	
Public Grant reduction	250	Substance Misuse	-45
Salary inflation	26	Sexual Health	-50
Family Peer Support	50	0-19s	-25
Health Checks	50	Staffing	-150
Smoking cessation	50	Obesity	-30
		Use of reserve (additional)	-126
	<b>426</b>		<b>-426</b>

- **Substance misuse savings** – The proposed £45,000 saving against the substance misuse budget will be achieved by reducing the annual cost of the Substance Misuse Service (delivered by Addaction) by reducing the capacity and reach of the service. The detail of how to do this will be negotiated with the provider.
- **Sexual health contract and efficiency savings** – the specialist sexual health contract awarded in 2017/18 included planned savings in the first three years of the contract. The year three saving for 2019/20 is £30,000. This has previously been assessed as low impact because it is based on service efficiencies being realised by the provider through a larger scope contract. A remaining £20,000 saving will be made after not repeating some one-off costs, for example, training programmes and setting up new technologies for community delivery.
- **0-19 service efficiencies** – these savings will be delivered through increased joint-working with children’s centres with services delivered in-house to the same target audiences rather than using outside contractors, for example, developing peer support for families around healthier behaviours and attachment.
- **Staffing** – this saving will be met following consultation on a restructure of the public health team, including a review of currently vacant posts and a reduction in current spending levels in the salary budget.
- **Obesity unallocated budget** – this saving will be achieved through the use of unallocated budget previously used for two short term initiatives. The first was to support a weight loss pilot for men which is now provided on a commercial basis independent of council funding. The second use was a one-off grant scheme for school initiatives to support healthy weight.

- **Use of public health reserve** – the use of this money will not have any impact on current service delivery.

Is this a continuation of a previous medium term financial plan saving?

Yes  No

## 2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Impact Level Insert X into one box per row, for impact level and type.	Impact Level				Impact type		
	High	Medium	Low	None	Positive	Neutral	Negative
Disabled people		*	X				X
People from different ethnic groups			X				X
Men or women (including pregnant women or those on maternity leave)		*	X				X
Lesbian, gay or bisexual people			X				X
People on a low income		*	X				X
People in particular age groups		*	X				X
People in particular faith groups				X		X	
People who are married or in a civil partnership				X		X	
Transgender people			X				X
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify: (For substance misuse service) Impact on carers. Impact on people suffering from mental or physical ill health. Impact on social excluded individuals.		*	X				X

Please note: The X relates to scoring for all public health services savings.  
The \* represent where there is a higher score for substance misuse savings only.

## 3. Explanation of customer impact

- Further reduction to the budget for the Substance Misuse Service is likely to make it more challenging to access treatment and support services and reduce the effectiveness of this provision. The Substance Misuse Service is predominantly used by white, males aged between 30 and 49, so any changes to service delivery will impact primarily on this group. Evidence suggests that certain groups, such as women and people who identify as LGBT+, are less likely to engage with a substance misuse treatment service and therefore any

further reductions to service provision may marginalise these individuals even more. The large majority of individuals that use the Substance Misuse Service are part of lower socio-economic groups and live within areas of high deprivation. Many of these individuals will be facing challenges as a result of mental ill health or physical impairments. Currently, the Substance Misuse Service is able to provide interventions and support in a flexible manner, meeting many of the needs of those using services. Further reductions to the service will lessen the ability of the service to do this.

- Although reductions in sexual health spending could be seen to have negative impact on groups who have higher rates of sexually transmitted infections (STIs) (such as people on a low income or lesbian, gay or bisexual people), there is assurance given through regular performance meetings with sexual health providers that services continue to be provided with innovation. For example, improve access to self-testing of STIs which reduces need to attend clinics or 3-hour diagnosis and treatment for higher risk individuals attending specialist clinics.
- Evidence shows obesity is higher among those on lower incomes; schools intervention can provide an opportunity to reach those individuals and families. The ending of one-off grants to schools around health weight could impact on children and young people’s health but grants were issued as part of a whole school approach to improving outcomes that should sustain beyond the grant spend.

#### 4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

#### Explanation of staff impact

Staff consultation will be used to develop a restructure of the public health team following new responsibilities being allocated to the Director of Public Health. Vacant post salary has been identified as an area of saving with potential savings from other posts to be explored through the consultation process.

#### 5. Consolidation savings – please complete for medium or high impact areas

Does this budget saving include many service areas/savings/projects? If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

Service area	Value of saving
Substance Misuse	£45,000
<b>Total</b>	<b>£45,000</b>

## 6. Review and Sign Off

### Directorate Equality Group

When was this assessment reviewed by the Directorate Equality Group? 12 and 23 November 2018

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

The full EIA for substance misuse savings will be completed by 31 January 2019.

**Service Manager:** Matt Lenny

**Date:** 8 November 2018

<b>Service area:</b>	Public Health
<b>Budget reference:</b>	PCPH1
<b>Budget reduction proposal:</b>	Public Health - reduction to the substance misuse budget
<b>Equality impact assessment owner:</b>	Ted Sherman
<b>Assistant Director/Director sign off:</b>	Andrew Burnett
<b>Review date:</b>	27 November 2018

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE)
		2019/20	2020/21	2021/22	2022/23	2019/20
PCPH1	Reduction to the Substance Misuse budget	£45,000				

Service User Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
Medium	Low

Staff Impact (High, medium or low)	
Before mitigating actions	After mitigating actions
Low	Low

## **Section 1 – The Proposal**

### **1.1 Background to proposal**

As a result of a cut to the Public Health Grant (paid to North Somerset Council) a budget reduction of £45,000 in 2019/20 against the substance misuse budget has been proposed (the current contract value is £1,687,480). The current expectation is that this will be fully achieved by reducing the cost of the fifth and final contracted year of the Substance Misuse Service (delivered by Addaction). It is expected that this budget reduction will be achieved by not recruiting to two staff vacancies (an administrator post and a team leader post). Neither of these roles hold a client caseload so it is assumed that there will be minimal impact on service users, there will however need to be a re-organisation of the staffing structure.

### **1.2 Please detail below how this proposal may impact on any other organisation and their customers**

No impact on other organisations or their customers is expected as a result of this proposal.

## **Section 2 – What Do We Know?**

### **2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?**

- **High percentage of males in service** – Males make up circa 65% of the Substance Misuse Service caseload (for both structured and unstructured treatment). However, this gender split does not necessarily reflect the make-up of the population with substance misuse problems who are not in treatment.
- **High percentage of white British people** - the majority of individuals accessing the Substance Misuse Service has been and remains white British, however since the commencement of this service in 2015/16 the number of individuals from other ethnicities has increased.
- **Ageing population** – individuals accessing the Substance Misuse Service tend to be between the ages of 35 and 54. Alcohol related hospital admission data shows that many of these admissions are for older people suggesting that there is a large unmet need amongst the older population. The demand for services for older people is clearly shown by Addaction's Horizons group (for abstinent alcohol users over 55) being very popular.
- **High levels of housing problems** - The number of individuals accessing the Substance Misuse Service between 1 November 2017 and 31 October 2018 who reported a housing problem was: 114 (9.6%) - No Fixed Abode (NFA); 173 (14.6%) - housing problem.



- **Parents** – 15.6% of the individuals accessing structured treatment at the Substance Misuse Service between 1 Jul 2017 and 30 June 2018 were living with a child below the age of 18. Addaction currently conduct home visits for all service users with children under 5, these visits are an important way to ensure medication is being stored safely and to highlight any safeguarding concerns.
- **Pregnant women have been and continue to access services** – There were 12 pregnant women that engaged with the Substance Misuse Service between 1 November 2017 and 31 October 2018. These women will have been intensely supported through a joint working arrangement between Addaction and the local specialist substance midwife.
- **Large numbers of individuals with mental health problems** – 52.9% of the individuals that began structured treatment at the Substance Misuse Service between 1 April 2018 and 30 June 2018 were recorded as having a concurrent mental health problem. The Substance Misuse service provides important mental health interventions and operates as the sole provider of mental health treatment for many individuals.
- **High proportion living in areas of high deprivation** – Circa 33% of those using the Substance Misuse Service population live in 2 wards in Weston-super-Mare (South and Central wards) which are in the 20% most deprived wards in the Country.
- **Physical health problems (including mobility issues)** – Individuals with substance misuse problems often experience other physical health problems. Outreach home visits provided through the Substance Misuse Service are an important and effective way of providing those who are unable to leave the house with the necessary treatment.
- **Families and carers** – The Substance Misuse Service provides families and carers with support.
- **Employment** – The majority of the individuals engaging with the Substance Misuse Service are not employed. Only 23% of those individuals engaged in structured and non-structured treatment between 1 November 2017 and 31 October 2018 were employed.
- **Sexual orientation** – “The Drugs Strategy 2010 acknowledges the need for services to be responsive to the needs of certain groups such as lesbian, gay, bisexual and transgender (LGBT) users. Evidence indicates that these populations are more likely to use alcohol and other substances, and to be using different drugs in different contexts to those typically seen in many drug services, with more emphasis on ‘party’ or ‘recreational’ drug use. LGBT service users may prefer services identified as specifically for LGBT people for reasons of safety, and due to a perception that these services will better understand their circumstances.

## **2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?**

With reference to the information provided in section 2.1. (see above):

- The users of the Substance Misuse Service have a large range of diverse needs.
- The Substance Misuse Service appears to currently meet many of the needs of the individuals that use it

## **2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?**

There is limited information relating to the needs of and impact on local LGBT communities.

## **2.4 How have we involved or considered the views of the people that could be affected?**

The content of this EIA has been guided by: a review of the demographic data for those individuals engaged with the Substance Misuse Service between 1 November 2017 and October 2018; the 2017 North Somerset Substance Misuse Needs Assessment; the data collection for the completion of the 2017/18 Substance Misuse EIA; and national research/guidance. In addition, this EIA was presented and discussed at the Council's EIA Stakeholder session which took place on the 14<sup>th</sup> January 2019. The proposal to achieve this budget reduction by not recruiting to the two staff vacancies will be presented at a service user event held by Addaction in February 2019, the feedback from this event will be considered and added to this EIA when available.

## **2.5 What has this told us?**

In general terms, the information used to produce this EIA tells us that the Substance Misuse Service is currently meeting the diverse needs of the North Somerset substance misusing population (and their families) to a satisfactory standard.

The members of the EIA stakeholder group (consulted on the 14<sup>th</sup> January 2019) raised concerns about the capacity of the service to adequately manage more volunteers if the staff re-organisation requires additional volunteers to be used; they raise a concern about the impact on time available to case holding staff to see clients if administrative support reduced; they also asked what the impact of this budget reduction in combination with the previous budget cuts had been on the service's ability to engage with underserved groups.

The comments made by the members of the EIA stakeholder group and response to each of these are included in the table over the page.

<b>Comment made</b>	<b>Response</b>
Concerns raised about an increased use of volunteers, and the need to ensure that they are adequately trained and supported.	The Council will work with Addaction to ensure that any increase in the number of volunteers is accompanied by sufficient training and support systems.
Additional pressure placed on case holding staff if admin or support staff are reduced.	The Council will work with Addaction to ensure administrative duties are minimised and smart ways of working are employed.
Likelihood of vulnerable people (i.e. those with poor mental health) of them being willing to engage in group work.	The provision of one-to-one interventions will continue; this will ensure that those people for whom groups are not suitable continue to receive the necessary support.
Have reductions in the service over-time had an impact on the demographics of the service-users?	There is not currently the data available to answer this, however it is clear that the reductions to this budget have limited the development of interventions targeting underserved populations.
Using volunteers may reduce the opportunities for service users to become involved in the delivery of the service and accessing paid employment.	Addaction will continue to offer service users the opportunity to assist in the delivery of programmes (where this is appropriate) and will continue to support service users into paid employment.
Cumulative impact of funding changes to this and other services making it more difficult for vulnerable people to access the services they need.	There data required to respond to this is not currently available, however (as stated above) the ability to delivery programmes specifically for vulnerable and underserved groups has been reduced.
Concerns for the future funding levels of the service in line with re-commissioning due in 2020	The future funding levels are currently unknown. The recommissioning of the service in 2020 will ensure that provision matches the available monies and best meets local need.

## **2.6 Are there any gaps in our consultation, what are our plans for the future?**

The feedback from the Addaction service user event in February 2019 will be considered and added to this EIA when available.

### Section 3 – Assessment of Impact

Impact Level Insert X into one box per row, for impact level and type.					Impact type			Summary of Impact
	High	Med	Low	No	Positive	Neutral	Negative	
Disabled people			X				X	A reduced ability to provide outreach session, including home visits, could make it more challenging for disabled individuals to access treatment. The introduction of more group-based interventions in place of one-to-one interventions may make treatment access less appealing to individuals with problems such as autism, anxiety, and poor hearing
People from different ethnic groups				X				
Men or women				X				
Lesbian, gay or bisexual people				X				
People on a low income		X					X	A large proportion of the users of the Substance Misuse Service are not in employment and many live in areas of high deprivation. The Substance Misuse Service provides not only important substance misuse focussed interventions but also many other complementary support programmes for this group, including mental and physical health care, family support, housing support, and education and training.
People in particular age groups				X				
People in particular faith groups				X				
People who are married or in a civil partnership				X				
Transgender people				X				

Women who are pregnant or whilst on maternity leave				X				
Other specific impacts, for example: carers, parents, impact on health and wellbeing.  Please specify:			X				X	<b>Families and carers.</b> As one of the staff roles which are proposed to be left vacant is the Team Leader responsible for families and carers element of the service there may be reduction in the support offered to this group.

<b>Does this proposal have any potential Human Rights implications?</b> If 'yes', please describe	No
<b>Could this proposal have a Cumulative Impact with any other budget savings?</b> <i>This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else</i>  If 'yes', please describe?	No

## Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	How will it be monitored?
The Council will work with Addaction to ensure the staff re-organisation continues to allow for an adequate level of family and carer support to be provided.	The re-organisation will be agreed in the regular service planning meetings. The impact of these changes will be monitored during the quarterly performance review meetings and will be reported to the Director of Public Health.
The Council will work with Addaction to ensure case holding staff are working in the most time efficient manner possible. All opportunities to reduce the administrative burden placed on these staff will be taken, including the reduction in the scale and scope of the quarterly monitoring reports.	Smart and time efficient working practices will be discussed during the regular service planning meetings. The Council will produce a new and reduced quarterly reporting requirement.
The Council will review Addaction's system for providing support to volunteers; this review will highlight any capacity issues and will ensure that any increase in the number of volunteers is accompanied by adequate training and management.	The Council will review the current systems for volunteer support during the regular planning meetings.
The recommissioning of the service for April 2020 will allow for new delivery methods to be introduced. This recommissioning will also ensure that the available budget is used in a way which best meets the needs of the local population.	The recommissioning process will commence in January 2019.
<b>If negative impacts remain, please provide an explanation below.</b>	
Whilst everything will be done to maintain the current levels of family and carer support, the loss of the Team Leader role may result in a slight reduction in this element of the service.	