

2023/24 Budget Reduction Proposals – 8th February 2023

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 8th February 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 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. 2023/24 Equality Impact Assessments (EIAs)

To aid understanding and the consideration of these important equality duties, officers have completed initial EIAs for each proposed budget reduction.

The potential impact on equalities groups has been assessed as:

- High
- Medium
- Low
- None – If there are no identified impacts on any protected group

Consideration is then given if the impact is likely to be 'negative' or 'positive'. 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 having a negative 'medium' or 'high' impact on service users, then a detailed EIA has been undertaken and is included within this report.

Where the proposals are not yet developed to a stage to allow a more detailed EIA to be completed, such as:

- Redevelopment of Children's Centres into Family Hubs (CH11)
- Revisit safe walking routes to schools (PD18)
- Equipment demonstration delivery moved to alternative venues, closure of equipment demonstration centre at 'MOTEX' building. (ASS09)

More in-depth consultation and data analysis will take place as the proposals are taken forward. These EIAs will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision-making processes.

As appropriate the detailed EIAs include information about the impact on users of services and council staff, the 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.
- Where appropriate, 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

It may also be helpful for Members to reflect on the diversity profile of North Somerset.

The Office of National Statistics 2021 Census results indicate that North Somerset has a population of 216,728 people, 111,422 Female and 105,306 Male

Age - breakdown (2020 mid-year population estimates, ONS):

0 to 15 – 38,162

16 to 64 – 126,695

65+ - 51,870 (including 85+ - 7,352)

Sex – There are slightly more females (51.4%) than males (48.6%) in North Somerset. This is in line with the national figures – 51.0% female and 49.0% male)

Race – People from Black, Asian and Minority Ethnic backgrounds make up 4.29% of North Somerset's population compared to 6.87% of the South West area and 18.95% nationally.

An additional 5.31% of people in North Somerset are from 'Other White Groups', which include Irish, European and other White groups. This compares to 5.29% in the South West and 7.51% nationally.

The 2021 Census asked people to identify their first language:

Main language	North Somerset	England
Does not apply	2.87%	3.19%
English (English or Welsh in Wales)	93.32%	87.90%
Welsh or Cymraeg (in England only)	0.02%	0.01%
Other UK language	0.00%	0.01%
Other European language	2.93%	4.36%
Asian	0.59%	3.41%
African	0.05%	0.36%
Sign language	0.03%	0.05%
Other language	0.20%	0.72%

Religion and Belief – 46.6% of the population indicate that they are a Christian, with 45.26% indicating they have no religion, those with a religion other than Christianity make up 1.83% of the population.

Nationally the profile is: 46.32% Christianity, 36.67% no religion and 10.99% other religions.

Sexual Orientation – 90.60% of the population of North Somerset indicate they are Straight or Heterosexual, a further 6.76% of people opted to not answer the question. 2.64% of the population of North Somerset identify as Gay or Lesbian, Bisexual or all other sexual orientations.

Nationally the profile of 89.37% Straight or Heterosexual, 7.46% did not answer, 3.17% identify as Gay or Lesbian, Bisexual or all other sexual orientations.

Gender Identity – this was a voluntary question in the 2021 Census. In North Somerset 94.46% of people identify as the same gender that was registered at birth. 5.20% opted not to answer the question with 0.34% of people identifying as having a different sex registered at birth but no specific identity, Trans woman, Trans man, Non-binary or all other genders.

Nationally this compares 93.47% of people identify as the same gender that was registered at birth. 5.98% opted not to answer the question with 0.55% of people identifying as having a different sex registered at birth but no specific identity, Trans woman, Trans man, non-binary or all other genders.

Unpaid Carers – in North Somerset 4.80% of the population provide up to 19 hours of unpaid care per week, 1.60% between 20 and 49 unpaid care house a week and 2.40% of people in North Somerset provide more than 50 unpaid care hours per week.

Armed Forces Community – 4.3% of the population of North Somerset have previously served in the UK Armed Forces or the UK reserve Armed Forces

The 2011 Census identified:

Disability - Disabled people make up 17.7% of the North Somerset population, 38,361 people. This compares to 17.7% of the population nationally.

Deprivation - Within the Indices of Multiple Deprivation 2019 the local authority district with a rank of 1 is the most deprived, and the area ranked 317 is the least deprived. North Somerset is ranked at 221.

North Somerset's rank of 221 for overall deprivation compares to a range of 48 to 274 in the South West. Torbay is the most deprived local authority area (48) in the South West, and Bath and North East Somerset is the least deprived (274). North Somerset has 5 LSOAs within the most deprived 5% in England, all within South and Central wards of Weston-super-Mare. There are 12 LSOAs within the least deprived 5% in England, these are spread across the district.

8. Consultation on the 2023/24 EIAs

Draft EIAs were published through the council's website on 21st December 2022, and Members have been encouraged to review and comment on them.

A stakeholder discussion group was held on 12th January 2023 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
- Voluntary Action North Somerset
- Disability Access Group
- SEND And You
- Stand Against Racism and Inequality
- Equality North Somerset
- UNISON

Any further comments received on the EIAs prior to Members considering the Council's budget at their meeting of 21st February 2023 will also be shared with Members.

8.1 Summary of consultation with the Equality Stakeholder Group

Prior to the consultation meeting information about the council's overall budget position was shared including information about our available resources, areas for budget growth and savings proposals.

The Equality Stakeholder Group welcome the opportunity to support the development of the EIAs by providing their views on the proposals made. It is important to note that their role within the process is not endorse, or otherwise, the budget proposal but to share their expert opinion on how they believe the changes will impact on the communities they represent and support.

They provided specific comments on each of the presented budget proposals, and these have been summarised below and incorporated into the EIAs.

In addition to specific comments, they concluded that it is important to recognise the cumulative impact of a number of budget proposals that have been assessed as 'low impact', including in service areas that are seeing an increase in charges against broader national issues such as rising energy and food costs and how this impact is particularly relevant to those on a low income experiencing the cost-of-living crisis.

They also noted that 3* of the EIAs that have been assessed as 'high' or 'medium' are from Children's Services and the cumulative impact on children and families needing this support.

*** Please note** following feedback from the Equality Stakeholder Group, and discussions with Corporate Leadership Team and with Executive Members; CH07 - Review of staffing in Family Support and Safeguarding Teams has been removed from the proposed budget savings. During the discussions the council's equality duties including the duty to mitigate any identified impact were considered and it was agreed to remove the saving. There are now 2 potential 'high' or 'medium' impact savings in Children's Services.

In response to the concerns raised by the Equality Stakeholder Group about the impact on Children's Services it is useful to express the context for the savings proposals. When developing the Medium-Term Financial Plan, the Council was very conscious of a few key factors as follows in Children's Services:

1. Children's Services is on an improvement journey in relation to both social care and SEND
2. Benchmarking indicates that in most areas the Council spends in the lowest quartile in Children's Services, but the one material exception relates to Children's Centres and Early Help, where spend is in the highest quartile and Children's Centres are a discretionary service
3. The costs of placements for looked after children are growing and there is a real need to create more in-house foster care opportunities as the most cost effective and appropriate pathway

As a result, the Council has sought to protect statutory children's services and the draft budget includes investment of c. £600k to support foster care allowances and benefits, on top of the additional growth of £1.3m to support rising costs for children looked after and children with disabilities. Savings plans in general relate to efficiency savings or to discretionary services.

8.2 Equality Stakeholder Group comments on 'medium' or 'high' impact EIAs

Helpful, constructive feedback was received on the detailed EIAs that were presented as having a potential 'medium' or 'high' impact on equality groups, these included:

CSD7 – Reduce the number of editions of North Somerset Life from 3 to 2 per year

- When consulting on matters of communication we should not rely on online sources for example the Citizens Panel.
- The council should consider the cumulative impact of this reduction in frequency of communication alongside other service changes such as a reduction in the ability to 'drop in' to council gateways.
- A number of suggestions were made about how we can improve communication with equality groups.

PD27 – Delete the vacant Access Officer Post

- Training to embed the principles of good access across the Planning and Major Projects Teams should be designed and delivered in conjunction with the Disability Access Group.
- Formalise consultation on Council led projects with Major Projects Team/School Capital Programmes etc with the Disability Access Group to enable any concerns to be raised early in project development.
- The EIA should acknowledge that the ability to co-ordinate and oversee this important corporate issue will be reduced because of the loss of a dedicated postholder focusing on access issues.

CH09 – Remove final tranche of discretionary funding for under two's childcare

- Ensure the EIA makes it clear the criteria for other potential funding for families who have previously accessed this funding.
- The importance of good communication to agencies who would refer families for this support so they are clear where alternative funding could be obtained in the future.

CH11 – Redevelopment of Children's Centres into Family Hubs

- The analysis of which Children's Centres are likely to close should consider the targeted activity that happens in some Children's Centres. For example, support for the Gypsy and Traveller community in Yeo Valley.
- The ethos of the introduction of Children's Centres (many years ago) was that the centres were available for all, without prejudice. It feels like a step back that there will be a reduction in the availability of Children's Centres without easy access to these services.
- A request that the accessibility of reprioritised sites is considered, for example transport links, car parking
- Concern that there are a number of proposals that impact on services for those accessing early years services and the cumulative impact of these changes.

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

8.3 Consultation on council budget and spending

In December 2022 members of the Citizen’s Panel were asked for their views on the council’s draft budget. The survey gave panel members the opportunity to comment on council priorities and their views on how the council can balance the budget. Within the survey the following question was also asked:

Are there any fairness considerations that we need to bear in mind when setting the council budget to ensure that people are not treated unfairly due to characteristics like age, sex, ethnicity, disability or any aspect of identity, particularly protected characteristics in the Equality Act 2010?

A range of helpful comments were received. There was a particular focus within the comments on ensuring that council information and services are accessible to those who cannot access technology/online information.

Within our Customer Services Strategy we recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally excluded customers through other channels such as telephony and face-to-face.

We understand that we have a duty to provide reasonable adjustments for those who can’t. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don’t have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.

9 Initial EIAs that identified a potential ‘medium’ or ‘high’ impact

The tables below provide a summary of the area initially assessed as ‘medium’ or ‘high’ impact and the mitigating actions being taken to reduce the level of potential impact wherever possible.

PD27 – Delete vacant Access officer Post 2023/24 saving - £19,000

Reason for Full EIA – Medium impact as a result of the loss of dedicated resources focusing on the access needs of disabled people			
Summary of impacts listed in EIA			
Disabled people	Medium	People in particular age groups	Low
People from different ethnic groups	Low	People in particular faith groups	No
Men or women (including pregnant women or those on maternity leave)	Low	People who are married or in a civil partnership	No

Lesbian, gay or bisexual people	Low	Transgender people	No
People on a low income	Low	Other groups	No
Impact level before mitigation: Medium			
Mitigation listed in EIA includes:			
<ul style="list-style-type: none"> Planned training in conjunction with the North Somerset Disability Access Group for key staff including Planning and Major Project Teams. Ongoing assessment of Design and Access Statements on planning applications. Where appropriate work with external consultants as a part of Capital Projects to ensure access needs are being considered through the project. 			
Impact level after mitigation: Low			

**CSD7 - Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities
2023/24 saving - £39,000**

Reason for Full EIA – Customers will have less access to council information and news. This is likely to have a particular impact on older people and disabled people who may have less access to e-life magazine. Also, those who may not be able to afford data/internet access to a low income or the impact of the current financial crisis.			
Summary of impacts listed in EIA			
Disabled people	Medium	People in particular age groups	Medium
People from different ethnic groups	Low	People in particular faith groups	No
Men or women (including pregnant women or those on maternity leave)	No	People who are married or in a civil partnership	No
Lesbian, gay or bisexual people	No	Transgender people	No
People on a low income	Medium	Other groups	No
Impact level before mitigation: Medium			
<ul style="list-style-type: none"> Monthly e-Life will be produced, which is currently sent to approximately 70,000 unique email addresses Consultation with equality groups to inform the approach the council is taking to targeting communications to the groups less likely to access e-Life. Tailor the articles in the remaining 2 annual editions of North Somerset Life to ensure they focus on relevant information and services to those who are less likely to access e-Life. Make e-Life information more prominent in libraries so people using the free access computers are signposted to the information provided. 			
Impact level after mitigation: Low			

CH09 – Remove final tranche of discretionary funding for under two’s childcare

2023/24 saving £80,000

Reason for Full EIA – This saving relates to a significant reduction in the funding available for children aged 0-2, who have been assessed as being at risk of not reaching their full potential. The funding is provided to enable those children to access a funded childcare place for 10 hours per week.			
Summary of impacts listed in EIA			
Disabled people	Medium	People in particular age groups	Medium
People from different ethnic groups	Low	People in particular faith groups	Low
Men or women (including pregnant women or those on maternity leave)	Medium	People who are married or in a civil partnership	Low
Lesbian, gay or bisexual people	Low	Transgender people	Low
People on a low income	Medium	Other groups	Medium
Impact level before mitigation: Medium			
Mitigation listed in EIA includes:			
<ul style="list-style-type: none"> • Children whose families are working with our Family Support and Safeguarding Teams (i.e., allocated social worker) Section 17 budget may be used to support access to childcare. Other children that could have been eligible for 0-2 funded childcare, the referrer can seek funding from the Supportive Families Grant • Funding will continue for those children already in receipt of funding. This will enable a smooth transition to the 2-year-old funding to ensure continuity of the education and care to those children we have already made a commitment to. • Communication with providers to ensure those who would be eligible for 0-2 funding are aware of alternative sources of potential funding 			
Impact level after mitigation: Low			

**CH11 – Redevelopment of Children’s Centres into Family hubs
2023/24 saving - £150,000**

Reason for Full EIA – This proposal impacts upon a service designed and provided for children and families across North Somerset. Important services are provided to a range of equality groups including children aged 0 to 18, young people up to 25 with SEND, parents and carers. Any changes need detailed consideration of the equality impacts.			
Summary of impacts listed in EIA			
Disabled people	Medium	People in particular age groups	High
People from different ethnic groups	Medium	People in particular faith groups	Low
Men or women (including pregnant women or those on maternity leave)	High	People who are married or in a civil partnership	Low
Lesbian, gay or bisexual people	Low	Transgender people	Low

People on a low income	High	Other groups	High
Impact level before mitigation: High			
Mitigation listed in EIA includes:			
<ul style="list-style-type: none"> • The proposal is for the re-development of a number of Children's Centres into Family Hubs, whilst the number of Children's Centres will reduce the review is designed to develop a wider offer to children and families across North Somerset. • The development of the service includes direct work with families being delivered from outside of the Children's Centre buildings. • A full consultation and analysis of equality data will be completed and used to inform the redevelopment of the service. As this work progresses equality impact assessment(s) will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision making processes. 			
Impact level after mitigation: Medium			

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.

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. The approaches proposed within the current savings include:

- Deletion of vacant posts and reorganisation of existing workloads in conjunction with teams. Where workloads and job roles change as a result of a budget proposal existing staff will continue to be supported and their workloads monitored through individual one to ones and team meetings. (Including ASS11, CH03, CSD1, CSD9, PD25 and PD27)
- Funding posts in alternative ways, for example some existing homeless prevention posts will be paid by a specific grant (ASS17) and within Procurement services (CSD5)
- Other positive initiatives are also in place such as the Annual Leave Purchase Scheme allowing employees to purchase an additional 1 or 2 weeks leave (CSD8)
- Increasing vacancy management targets where vacancies across the directorates and the savings that will be incurred as a result of having vacancies are managed by Directorate Leadership Teams (CH05, CSD25 and PD39)
- The potential transfer of employees to new service operators in the Sea Front Staff Review (PD13) and through a review of the commercial models for Somerset Hall, Playhouse Theatre and The Tropicana (PD14)
- Some staff will also see their work base change, for example relocation of staff from shared office accommodation with Avon and Wiltshire Mental Health Partnership (ASS10) and the relocation of the Family Support and Safeguarding Team to alternative accommodation (CH02).

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

It may be helpful for Members to be aware of the overall profile of the Council's workforce, which is shown below, dated December 2022:

The Council currently employs around 1,460 people outside of schools.

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

Age Range	Percentage
16 - 20	0.9%
21 - 30	11.6%
31 - 40	18.6%
41 - 50	27.8%
51 - 65	38.2%
Over 65	3.0%

Sex – 75% of the non-school workforce are female.

Ethnicity – 85% of the non-school workforce are from English/ Welsh/ Scottish/ Northern Irish/ British Groups. The remaining 15% 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 – 14.2% 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 proposals 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 level of support they need will vary considerably.

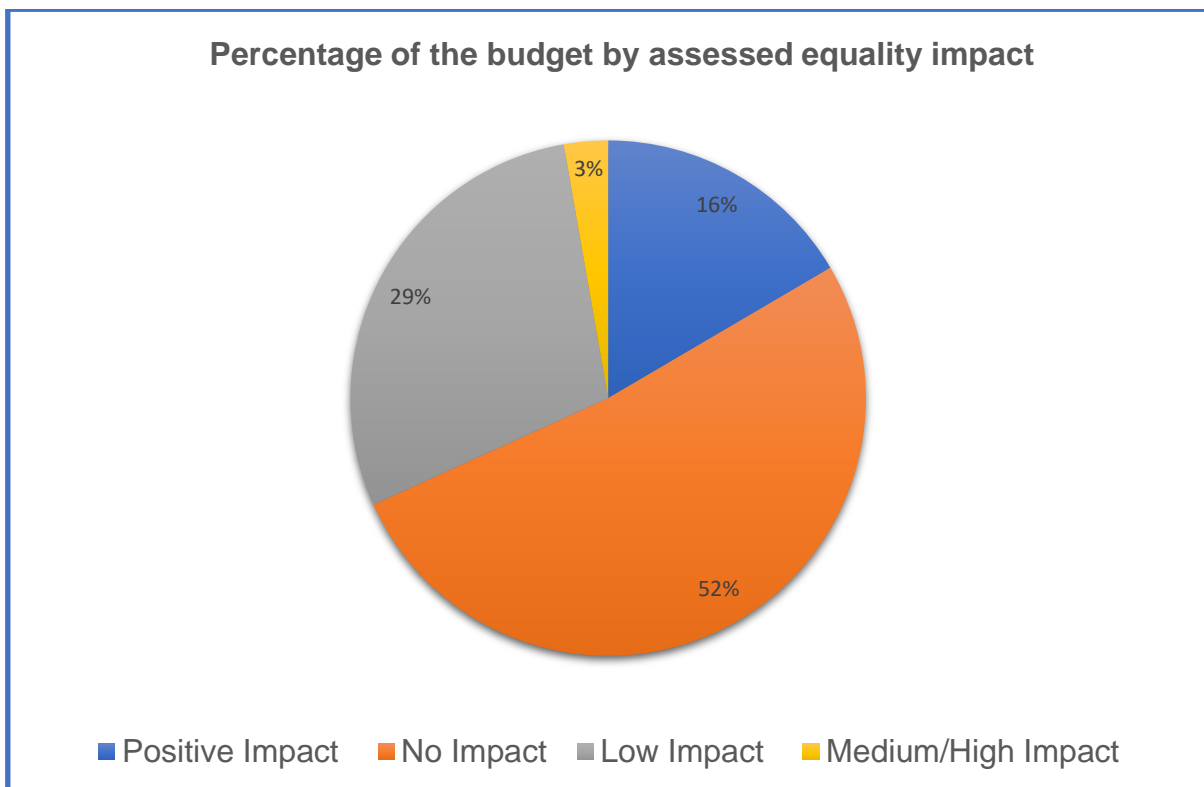
The publication of all EIAs at the same time and altogether in one place (in this report and on the council's website), in advance of Council considering the 2023/24 budget, should help Members gain an overall picture of the impact of the proposed changes.

In addition, this report identifies areas where protected groups may potentially be more effected by the budget reductions and how they have been considered in more detail and mitigating actions proposed.

11.2 Summary of Equality Impact Assessments

Analysis of the EIAs, show that 82 budget reduction proposals have been assessed as having the following potential impact on equality groups:

- 6 assessments indicate that service users should see a positive impact as a result of the budget proposals. The value of these proposals is £1,725,000, or 16.6% of the value of the proposed budget savings.
- 45 assessments indicate that there should be 'no' impact on equality groups through the implementation of the budget reduction proposals. The value of these proposals is £5,384,000 or 51.7% of the value of the proposed budget savings
- 27 assessments indicate that there could be a 'low' impact on some equality groups through the implementation of the budget reduction proposals. The value of these proposals is £3,024,000 or 29% of the value of the proposed budget savings
- 4 assessments indicate that there could be a 'high' or 'medium' impact on some equality groups through the implementation of the budget proposals. The value of these proposals is £288,000 or 2.8% of the value if the proposed budget savings. Although it should be noted that after mitigation actions it is assessed that the impact in all 'medium' impact savings will be reduced.



11.3 Positive Impacts

6 of the 2023/24 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:

- An extension to the extra care provision; improving the availability of housing with support as an alternative to residential care for older people (ASS02)
- The ongoing use of Technology Enabled Care (TEC) to improve long term outcomes for disabled and older people. (ASS03, ASS04, ASS06)
- The identification of new supported living schemes to enable an accommodation shift away from residential care for older people and those with a learning disability (ASS08)

11.4 'No' Impact Assessments

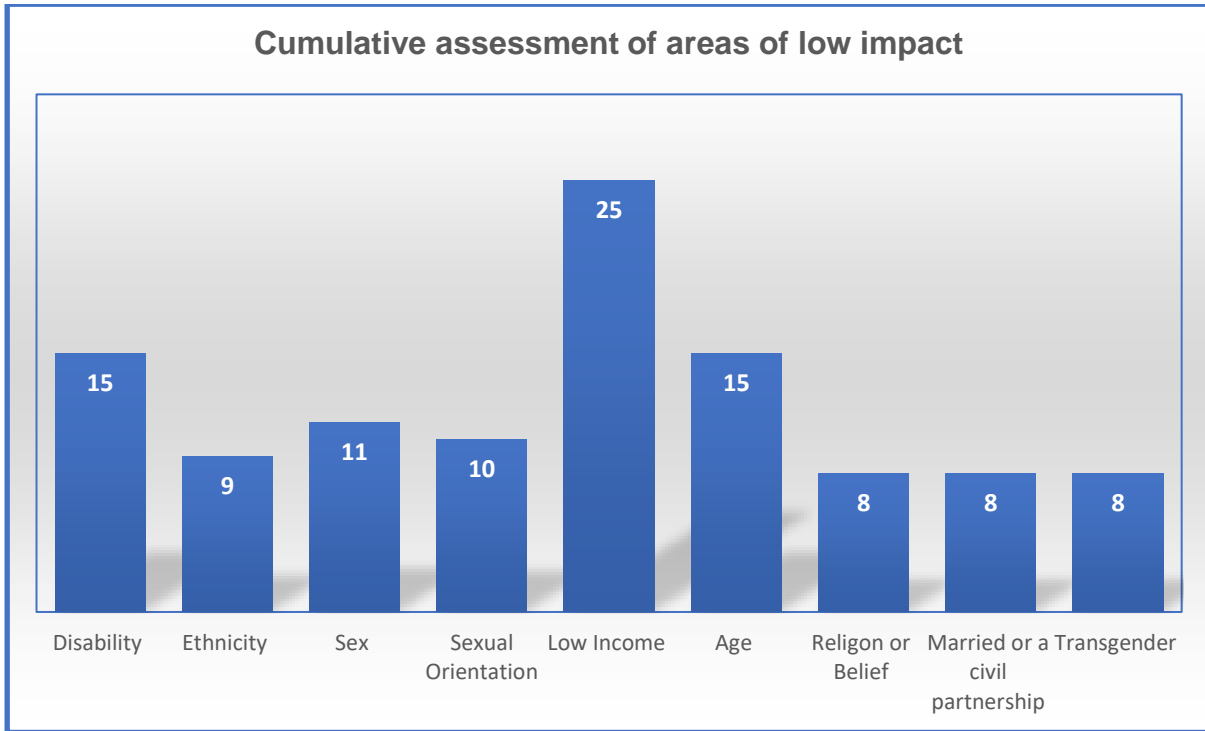
Through their assessments officers have identified 45 areas where they do not anticipate any impact on equality groups because of a change planned in the budget reduction proposals. Examples of the type of savings proposals which would have 'no' impact on equality groups include:

- Technical financial adjustments
- Use of alternative provision of services, for example through providing direct payments
- A review of services and contracts provided by external organisations to ensure maximum efficiencies
- Maximising income in areas such as the onward sale of recyclable materials received at the transfer station

11.5 'Low' Impact Assessments'

27 proposals have been identified as having a potential 'low' impact on one or more equality groups.

The table below indicates the cumulative total of officer's assessment of areas with a low impact:



Of note in this assessment is the impact on those on a low income, those in specific age groups whether older people or children, disabled people and where men or women access the service differently, or in larger proportions than the opposite sex.

Low income – We acknowledge the risk that a cumulative impact of multiple proposals which aim to increase charging may have a negative impact on households who have a low income and people living in poverty unless this is adequately mitigated. We have addressed this risk as far as possible by protecting frontline services and prioritising services for those most in need. Changes in important areas such as social care will continue to adopt a means tested approach to ensure affordability of any proposed changes.

Age – A significant amount of our services are ‘age -based’, either for children or older people so by default any changes to those services will have an impact on those in a particular age group. Any changes to those services need to ensure they consider the way that people of different ages access services, for example this includes the consideration of the way that older people access information and services when planning digital and online services, young people rely on public transport to access facilities etc.

Disability – Any proposed changes to services must ensure that they continue to consider the need to provide accessible and alternative solutions to enable disabled people to access information and services. Any changes in charges for services that aim to benefit or support disabled people should also be reviewed to ensure we are not impacting upon our duty to advance equality of opportunity.

Sex – often there is a difference in the way that men and women access services so there is likely to be a disproportionate impact where for example more women than men use a service. Differences such as the prevalence of women as carers for children and older relatives will also have an effect on the impact of a change on the basis of service user's sex. Existing economic or health inequalities may also mean that women can be more dependent on council services.

The impact on service users and council staff continues to be monitored as budget proposals are implemented and measures put in place to further reduce impact wherever possible. Further work on a detailed cumulative impact assessment will be completed in preparation for the 2024/25 budget.

12. Conclusion

Whilst the MTFP for 2023/24 is proposing higher levels of savings than have been required in previous years, the council's budget proposals do also include increased spending plans of over 33 million and over half of this increase will be put into supporting adults and children's social care budgets.

From an equalities perspective it is very positive to note that the much of the focus associated with the delivery of the £11 million of savings proposals continues to be on transforming services, reviewing income, and driving efficiencies in services with the aim of protecting front line services wherever possible. In particular the approach to:

- Maximising independence and well-being in Adult Social Care,
- Delivering efficiencies within our contracts and looking at the way in which we commission services,
- Reviewing services, income generation and matching the budget to the demand across Place Directorate and Corporate Services.

This is reflected in there being just 4 budget proposals that have been identified as having a potential 'high' or 'medium' impact EIAs.

Through a more detailed review of these savings, officers have identified a range of options to mitigate the impact of the savings and the potential level of impact has been reduced in all 4 budget proposals.

13. 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 Leadership Team, the Executive, and Policy & Scrutiny Panels.

14. Completed Equality Impact Assessments

Please see the following for completed Equality Impact Assessments:

Page 18 – Equality Impact Assessments Adult Care

Page 94 – Equality Impact Assessments Children’s Services

Including the full Equality Impact Assessment for:

- C09 - Remove final tranche of discretionary funding for under two’s childcare (Page 123)
- CH11 - Redevelopment of Children’s Centres into Family Hubs (Page 139)

Page 158 - Equality Impact Assessments Corporate Services

Including the full Equality Impact Assessment for:

- CS7 - Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities (Page 181)

Page 246 – Equality Impact Assessments Place

Including the full Equality Impact Assessment for:

- PD27 – Delete vacant Access Officer Post (Page 345)

Page 377 - Equality Impact Assessments Public Health and Regulatory Services

Equality Impact Assessments

2023/24 Medium Term Financial Plan

Adults – January 2023

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ASS06	Reviews of existing care packages to ensure still appropriate, strengths-based assessment and use of TEC	40
ASS07	Review the services received within Mental Health / Learning Disabilities considering TEC, Shared lives and Housing with support to maximise independence	44
ASS08	Identify new Supported Living schemes as a more cost effective and independence maximising alternative to residential placements	48
ASS09	Equipment demonstration delivery moved to alternative venues, end use of MOTEX demonstration centre	52
ASS10	Review of arrangements for shared office accommodation with Avon and Wiltshire Mental Health Partnership	58
ASS11	Review staffing arrangements in the Learning Disabilities and mental Health Teams	62
ASS12	Increase vacancy management target in adult social care by 1%	66
ASS13	Increased client contributions to reflect increases in benefits and pensions	70
ASS14	Review Voluntary and Community Sector Grants and Commissioned Services	74

ASS15	Review of staffing and deletion of non-statutory Bristol Autism Services seconded Social Worker role	78
ASS16	Freeze TEC Coordinator post until external funding becomes available	82
ASS17	Review of funding arrangements for staff in the Housing Team	86
ASS18	Annual uplift to fees and charges to cover inflationary cost of services - Adults	90

1. The Proposal

Directorate:	Adult Social Services
Service area:	Income
Budget reference:	ASS01
Budget reduction proposal:	Better Care Fund – Inflation on adult protection element - contribution to increased costs
Budget saving for this financial year:	£300,000

Description of the proposal:

This is not a saving as such, but a technical adjustment to reflect the inflation passed on through the Better Care Fund that contributes to increased inflationary costs across adult social care

Summary of changes:

Technical financial adjustment

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

Yes No

If yes, please insert reference number and year of assessment?

PCA1 2020/21

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

None

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A No impacts identified

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Katherine Sokol
Date: 14th November 2022

1. The Proposal

Directorate:	Adult Social Care
Service area:	Contracts and Commissioning
Budget reference:	ASS02
Budget reduction proposal:	Extra Care Housing - reduced unit costs of care element following re-tender
Budget saving for this financial year:	£25,000

Description of the proposal:

Re-tendering of care and support provision to existing Extra Care Housing Schemes

Summary of changes:

Extra Care developments provide older people with support as an alternative to care homes. They also provide the opportunity to reassess people already living in residential care to support moves back into the community into supported living options in the North Somerset Local Area. These developments offer older people more choices and self-determination and independence, whilst supporting individual choices to meet people's needs more readily than residential care.

There are two Extra Care Developments where contracts will need to be retendered by January 2024, Waverley Court, and Tamar Court. For these retenders consideration will be given in respect of incentivising providers to improve the outcomes for the residents they support, developing a trusted assessor / reablement approach, which could potentially deliver savings by appropriately and safely reducing the level of support individuals receive, ensuring people's needs continue to be met. This approach will encourage increased independence and improve individual's well-being. Further savings could potentially be achieved if the incumbent providers unit rate is less than the current provider.

There have been two Extra Care Developments where the contracts have been retendered with the new providers commencing at the beginning of November 2022; these have been at Diamond Court and Lakeside Court.

The new hourly rate for Diamond Court will produce actual savings of £21,000 for 2023/24.

The new hourly rate for Lakeside Court will produce actual savings of £5,000 for 2023/24

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)	X				X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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		x		
Transgender people				x			

Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. x

Please specify:

Carers

x		
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3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The outcomes so far show that extra care housing has a positive impact for users and their families and helps support people's local connections and closeness to their local networks, friends, and families. It also provides an assured secure tenancy with options for users to choose who supports their care needs.

The groups identified are reflected as predominantly needing this type of accommodation with care and support being provided based on their needs. The impact of a re-tender process to reduce unit costs should have a positive impact on the client due to them only being charged the actual cost of the care – this will have a positive impact on those individuals who are either full cost or self-funders.

Please describe how you will communicate these changes to your customers

The retender of the Extra Care Housing care provision will be communicated on the North Somerset Council Website via the Forward Plan, as will the award of the contract.

Impact on those individuals paying full cost / self-funders will be informed of the change to their individual charges.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?	N/A	

Service Manager:

Teresa Stanley

Date:

25th November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	Service Development
Budget reference:	ASS03
Budget reduction proposal:	Reducing the number / size of new care packages through reablement, Technology Enabled Care (TEC) and other early intervention services
Budget saving for this financial year:	£400,000

Description of the proposal:

The ongoing development of the Technology Enabled Care (TEC) and Reablement service with revised pathways which focus on therapy and TEC to improve long term outcomes for citizens.

Collaborative working between North Somerset Council, the CCG and Sirona led to creation of the Discharge for Access (D2A) business case. The document focuses on redevelopment of the reablement offer and funding through the CCG was agreed. The new service is a collaboration between the multi-disciplinary TEC and Reablement Intervention (TRI) team, Access Your Care, and the wellness services to deliver a proactive and preventative service which supports the D2A process and improve outcomes for individuals. There is an improved offer for plus sized people and scope for increased staffing resource within these services. If necessary, a Care Act assessment will be completed once the reablement pathway is completed.

Summary of changes:

There is ongoing improvement to align with hospital discharge pathways, involving closer working with Sirona and an improved access to TEC and dedicated occupational therapist support for strategic domiciliary care providers. This will enable improved outcomes from provider reviews over the reablement pathway. There is a reduction in packages of care and higher proportion of clients no longer requiring care following successful reablement outcomes.

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

Yes No

If yes, please insert reference number and year of assessment?

ASS S3 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

Early analysis of Key Performance Indicators and data indicates that savings expectations have been exceeded are on target to continue to do so throughout the year.

2. Customer equality impact summary

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

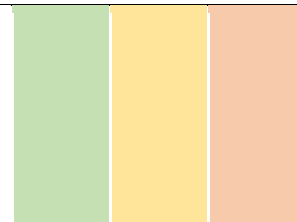
Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

Impact Level	Impact type				Impact type		
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X		X		
People from different ethnic groups			X		X		
Men or women (including those who are pregnant or 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, armed				X			

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The impacts offer positive alternatives and greater independence through an enhanced therapy offer. Whilst Technology Enable Care (TEC) has the potential to benefit all, its scope to maximise the independence of disabled and older people receiving reablement following hospital discharge is particularly positive.

Please describe how you will communicate these changes to your customers

Customers are issued with an information leaflet about the service and also given verbal information at the first stage of interaction with the service

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

There are no specific staffing implications but will result in closer alignment between Sirona, NSC and domiciliary care provider staff.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This is a positive offer with expected improved outcomes

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Fiona Shergold

Date:

1st December 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	Adult Social Care Operations
Budget reference:	ASS04
Budget reduction proposal:	Meeting the needs of people through strength-based assessment and governance approach that ensures equity and consistency
Budget saving for this financial year:	£200,000

Description of the proposal:

Reducing the number and size of new packages of care and support through reablement Technology Enabled Care (TEC) and other early intervention services. The teams will complete assessments using strength-based practice, assessing the skills the person has and their networks in supporting them to meet their identified care and support needs. This will support people to maintain and increase their independence which reduces dependence on and cost to Adult Social Care.

Summary of changes:

The team's complete assessments in line with the persons desired outcomes, identifying the persons strengths and networks to support them in achieving these. Considering options available to support the person to maximise their independence through Reablement and Technology. Linking people with preventative services within the community to establish relationships and support people to remain in their own homes. Promoting direct payments to enhance choice and control over the care and support received.

The Eligibility Resource Forum considers the assessments, identified outcomes and support to ensure consistency and equity within the service.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)		X			X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			



3. Explanation of customer impact

This is positive impact by ensuring that the person's independence is maximised, enabling them to identify strengths that they have themselves and in their networks to complete as many tasks as possible independently.

That they are connected to the community through signposting to support services. The person and carer will be supported to identify how their care and support needs will be met, optimising their choices over their care and support.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Jo Purser

Date:

21st November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	Adult Social Care Operations
Budget reference:	ASS05
Budget reduction proposal:	Reviews of existing care packages to ensure that all appropriate Continuing Health Care (CHC) or joint funding is received
Budget saving for this financial year:	£500,000

Description of the proposal:

When assessing and reviewing the needs of people consideration is given whether the assessed needs relate to their health conditions, an assessment for Continuing Healthcare (CHC), to determine their eligibility. It is beneficial for people to access this funding because it is not subject to a financial contribution, and it ensures that their care is co-ordinated by the relevant health organisation. When a person has been in receipt of Local Authority funding and the responsibility transfer to the Integrated Care Board (ICB) there is a saving.

Summary of changes:

The dedicated resource that is in place has been very successful in supporting people to achieve CHC funding, the team have expert knowledge of the Continuing Healthcare Framework and its application.

The CHC Team will continue to support the operational teams make CHC applications for people who it is considered may have a primary health need.

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

Yes No

If yes, please insert reference number and year of assessment?

PCA2 Year 2021/22

ASS S2 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)	X				X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Whether a person receives CHC funding, or joint funded between the Local Authority and the ICB it should not affect the delivery of their care. There will be continuity of care should it be transferred from the Local Authority to the ICB.

People who are deemed eligible for CHC do not financially contribute to their care. It is beneficial for people who have a high level of care needs to have these coordinated by a health care professional.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
<hr/>	
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Jo Purser

Date:

25th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Adult Social Services
Service area:	Adult Social Care Operations
Budget reference:	ASS06
Budget reduction proposal:	Reviews of existing care packages to ensure still appropriate, strengths-based assessment and use of Technology Enabled Care (TEC)
Budget saving for this financial year:	£500,000

Description of the proposal:

The established review team will continue to review the existing packages of care within the adult social care teams. The teams will complete assessments using strength-based practice, considering Technology Enabled Care (TEC) assessing the skills the person has and their networks in supporting them to meet their identified care and support needs. Supporting people to maintain and increase their independence which reduces dependence on and cost to Adult Social Care.

Summary of changes:

The team will continue to review packages of care within adult social care. Considering options available to support the person to maximise their independence, considering TEC the team will continue to consider where their focus makes the most impact for the person receiving care.

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

Yes **No**

If yes, please insert reference number and year of assessment?

PCA1 Year 2021/22

ASS S1 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X		X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Reviews of packages of care will be carried out in a planned way, avoiding a time of crisis for the person; this is a positive approach and can help to ensure that the person's independence is maximised for longer and any additional signposting for support/services can be provided, for example referral to occupational therapy.

Its aim is to enable people to remain independent for longer within their own homes.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Jo Purser

Date:

25th November 2022

1. The Proposal

Directorate:	Adult Social care
Service area:	Mental Health and Learning disability
Budget reference:	ASS07
Budget reduction proposal:	Review the services received within Mental Health / Learning Disabilities considering TEC, Shared lives, and Housing with support to maximise independence.

Budget saving for this financial year: £325,000

Description of the proposal:

When reviewing care packages, which must be reviewed as a minimum every 12 months (for example care home placements, domiciliary support) the use of appropriate alternative provision should be considered (this may be summarised as, but not limited to accommodation shifts, changes to direct payments, use of technology). Any changes made to care provisions must continue to meet statutory obligations under the care act, and will be made in full consultation with the service users. This review activity is part of the local authorities ongoing statutory duty to review care and support.

Summary of changes:

- Strength based assessments in all cases
- Use of alternative provision (such as direct payments)
- Consideration of technology solutions
- Consideration of alternate accommodation options (such as supported living and shared lives)
- Close work with commissioning to deliver appropriate care options.
- Continuing reviews of supported livings to consider economies of scale
- Targeted reviewing of case

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

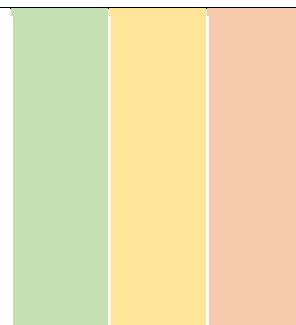
+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type							
	H	M	L	N	+	=	-	
Disabled people (Including consideration of neurodiversity)				X				
People from different ethnic groups				X				
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.

Please specify:

X



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The local authority continues to hold a statutory duty to deliver services to meet eligible care needs and will continue to do so – the use of any alternative care options is a function of individual assessment in line with full involvement of the service user and their representative and will only be undertaken if the statutory duty is clearly still met. For this reason, any application of new models of care and support are in this context and are expected to have a neutral impact and no disproportionate impact on any particular group.

Please describe how you will communicate these changes to your customers

This will be a function of individual communication to users at the time of assessment / review. Any changes to care and support provision will be dependent on the individual circumstances, and there is no set time scale. All changes must be made in writing to the service user and representatives.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

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: 21st November 2022

1. The Proposal

Directorate:	Adult Social Care
Service area:	Contracts and Commissioning
Budget reference:	ASS08
Budget reduction proposal:	Identify new Supported Living schemes as a more cost effective and independence maximising alternative to residential placements
Budget saving for this financial year:	£100,000

Description of the proposal:

Continuation of the Housing with Support Strategy approach to developing further supported living schemes.

Summary of changes:

This proposal includes the plan to build on the foundations of the existing housing with support plans to an accommodation shift away from residential care options and alternatives for older people and those with Learning Disabilities.

This includes:

- The development of Housing for people with a Learning Disability with support in place to meet individual's needs. This is supporting a change that allows people with a learning disability and their families to have choices that support self-determination and values including choice and independence. Housing with support offers the opportunity to remain in your local area close to friends and families and established networks, this isn't always available when considering residential care options. This option is based on tenancies that support people being able to keep their home and change care which is not available with residential care.
- There are plans being proposed for 12 self-contained flats being developed in Weston with the aim that these would be available early 2024; This will be able to provide long term secure accommodation to people with Learning Disabilities and/or people with physical disabilities. The scheme is in partnership with Freeways.
- There are plans to create a framework for developers who can be approached to develop smaller self-contained units in key locations across North Somerset to

further secure long term accommodation for people with Learning Disabilities and / or physical disabilities.

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

Yes No

If yes, please insert reference number and year of assessment?

PCA4 – 2021/22 ASS S7 – 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

The equality impact has been reviewed from last year with no significant change in the outcomes identified.

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)	X				X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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	X		
Transgender people		X		
Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing.	X	X		
Please specify: Carers and Impact on health and wellbeing				

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The outcomes so far show that this way of working has a positive impact for users and their families and helps support people's local connections and closeness to their local networks, friends, and families. It also provides an assured secure tenancy with options for users to choose who supports their care needs.

The groups identified are reflected as predominantly needing this type of accommodation being developed and whom have been mostly impacted by a lack of choices around care, with residential care, often placed outside of the local area, generally being the only option.

Having suitable accommodation situated within the local area also has a positive impact on parent carers, including their health and wellbeing.

Please describe how you will communicate these changes to your customers

Contracts and commissioning are currently developing their Commissioning Strategy which will include narrative around supported living; this will further support the existing Accommodation with Support Strategy.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Whilst there is no direct impact on staffing within North Somerset Council, the development of further supported living accommodation will provide increased job opportunities for the local communities within North Somerset

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
<hr/>	<hr/>
<hr/>	<hr/>
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This is a continuation of an existing Housing Strategy and plans.

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Teresa Stanley

Date: 25th November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	Adult Social Care
Budget reference:	ASS09
Budget reduction proposal:	Equipment demonstration delivery moved to alternative venues, end use of MOTEX demonstration centre
Budget saving for this financial year:	£60,000

Description of the proposal:

To cease the lease and close the facility of the equipment demonstration centre (EDC) and associated office at the Motex Building in Winterstoke Road, Weston-super-Mare. To establish a community outreach clinic offer (Social Work (SW) and Occupational Therapy (OT)) to replace the clinic offer currently delivered at the EDC. To use existing community facilities across the whole of the NS area to provide adult social care clinic services (SW and OT), where possible.

Summary of changes:

The Equipment and Demonstration Centre retail and booked clinic facility provided at the Motex building would close. The lease – a sublet through Somerset Wood Recycling – would cease for the clinic and the office space upstairs.

The booked clinic offer would continue to be developed by the Single Point of Access (SPA) service to offer face to face appointments for people, but at a variety of accessible venues throughout North Somerset. This would help provide a more equitable offer to people living to the north of North Somerset for whom transport across North Somerset could be a challenge and for whom we have historically evidenced a lower uptake of the service. Current clinic usage (Jan-Sep 2022), by person's home address location, is shown below.

Clinic Attendees 2022 Jan - Sep		
Postcode totals by area:	Number	%
South locality	84	72%
North locality	32	28%
Total	116	

The community outreach clinic approach would support the use of more local facilities and help develop a preventative approach, promoting community and GP awareness and access to advice and support from adult social care.

A more local approach would help improve uptake, assist with signposting to alternative services for support. reduce demand and waiting times for adult social care advice and services and reduce excessive travelling across the area by residents or by staff conducting home visits to individuals.

The reduction in demand for facilities management of the EDC would provide additional capacity for staff to attend to their professional roles, assisting more people, more quickly and reducing cost to social care services.

The wider retail offer would remain available both locally and online with independent mobility suppliers, including the current contractor for our integrated community equipment service – Medequip.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X			X	
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify: Carers			X			X	

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Disabled people: Low/Neutral - due to impact of changes for those that use the facility – albeit a low number of the local population (116 people Jan – Oct 2022 against referrals for OT input for same period of 3450 = 3%). Neutral overall as there are a balance of positive and negatives with plans to deliver services to more people across the wider North Somerset area – albeit with a more limited physical demonstration facility. Negative: There will be a loss of a physical demonstration facility for home adaptations (showers, stairlift, adapted kitchen, ceiling track hoist). Positive: the service will reach more people and they will be able to access advice, support, equipment prescription more locally (once community outreach is developed). There are examples online of possible adaptations which they will be able to access at the outreach clinics with tailored advice from experienced staff. There will be a need to relocate wheelchair weighing scales for continued community use.

People on a low income: Low/Positive – currently the site is fairly near the two most deprived areas in North Somerset (South and Central wards), potentially affording local access to the facility for individuals of low income. Usage from the postcodes BS22/BS23/BS24 is on average 8 per month. This data incorporates the postcodes for the area of deprivation. However, a significant part of the facility is designed to advise people who are wanting to undertake their own major home adaptations and therefore likely to be in a higher income bracket. The provision of a more local offer would support improved access and cheaper transport access for people on a lower income across North Somerset. The advice provided throughout North Somerset would help assist in making best choices for equipment loan or equipment/adaptation purchase.

People in particular age groups: Low/Neutral – anecdotally, there would be a disproportionate impact on older people as the main users of the facility. This would be due to the impact of changes for those that use the facility – albeit a low number of the local population accessing social care for OT support overall (3%). Neutral overall as there are a balance of positive and negatives opening up a more limited physical facility, to more people across the wider North Somerset area. Negative: There will be a loss of a physical demonstration facility for home adaptations (showers, stairlift, adapted kitchen, ceiling track hoist). Positive: the service will reach more people and they will be able to access advice, support, equipment prescription more locally (once community outreach is developed). There are examples online of possible adaptations which they will be able to access at the outreach clinics with tailored advice from experienced staff.

Carers - Low/Neutral – people caring for individuals with disabilities or reduced function and independence will access the facility – often with the cared for person.

The balance of positive and negative aspects to the proposed changes (listed above) are equally applicable to carers as they are to people with disabilities and older people.

Formal care agencies - the EDC facility is currently used by some domiciliary care providers to train their staff on the use of manual handling equipment i.e. ceiling track hoists, mobile hoists, bath transfers.

Please describe how you will communicate these changes to your customers

- We will communicate changes directly with previous/existing customer base for the retail facility. We will advise of alternative options and the developing community offer and the continued offer through Care Connect for North Somerset Council for advice and support in the first instance.
- Individuals who access the facility by appointment for professionally supported clinics will be advised of alternative location when the appointment is made.
- We will communicate changes directly with previous/existing customer base for the training facility and through our commissioners advise of alternative options for staff training.
- Development of local advice and support clinics – drop in or by appointment -will be promoted through the existing contact via NS Together, NS life, Social Media, local community facilities, GP Surgeries as relevant.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There is one member of staff (permanent/female) whose sole role is the support and administration of the centre including the retail facility. They work approximately .7 FTE (25.5hrs per week). This role would no longer be required once the centre closes. The staff member would be eligible for redeployment. They currently remain on the terms and conditions from their former employee, prior to their transfer to NSC in 2018. Their grade is circa NSC JG3.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Whilst it is acknowledged this proposal would mean the loss of a purpose-built facility (open since 2013), the uptake and usage - given its location in the south of North Somerset, limited disabled parking, limited transport links – has been low in relation to the overall demand for social care advice and support. The development of a community outreach offer would enable a more equitable service to residents across North Somerset and more timely access to advice and support. It would also promote engagement and awareness with wider communities, organisations and health colleagues for support of individuals in need.

Is a further detailed equality impact assessment needed? **Yes** No

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

This will take place during the implementation of the proposal to ensure the development of outreach services has progressed and is reaching all equality groups.
August 2023

Service Manager: Sarah Shaw

Date: 25th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Adult Social care
Service area:	Mental Health and Learning disability
Budget reference:	ASS10
Budget reduction proposal:	Review of arrangements for shared office accommodation with Avon and Wiltshire Mental Health Partnership
Budget saving for this financial year:	£75,000

Description of the proposal:

Reviewing current usage of sub-let accommodation within the Avon and Wiltshire Partnership NHS mental health trust (AWP) considering changes to integrated ways of working.

Summary of changes:

- Currently the accommodation and associated IT resources are approximately £82,000 per annum paid by the local authority to AWP to allow for the co - location of integrated services with the AWP estate
- This will be reviewed and renegotiated with AWP based on changes to working practices (Hybrid working) and potential changes to the integrated model and a move to data entry within the local authorities recording systems.
- At this point the full detail have not been agreed with AWP, and the final model and finalised savings in this area are dependent on this ongoing work

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Social care statutory duties will continue to be met for all groups, given the move to more technology-based hybrid working the changes to accommodation should not negatively impact on service delivery.

Please describe how you will communicate these changes to your customers

There are no plans to communicate the specifics or details of staffing changes to the wider public currently; when a final model is agreed with AWP, there will be consideration given to how this can be communicated to stakeholders.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The proposal may affect the whole staff group in Mental health teams in terms of their base of work and use of IT (which covers approx. 30 individuals). This is not expected to impact on post numbers etc.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

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:	21 st November 2022

1. The Proposal

Directorate:	Adult Social care
Service area:	Mental Health and Learning disability
Budget reference:	ASS11
Budget reduction proposal:	Review staffing arrangements in the Learning Disabilities and Mental Health teams

Budget saving for this financial year: £120,000

Description of the proposal:

Reduction in staffing costs across the Mental Health and Learning Disabilities Teams by restructuring of teams, review of vacancies and deletion of vacant hours

Summary of changes:

- Deletion of 1 FTE Adult Social Care Worker post in Learning Disabilities Team following retirement
- Conversion of 1 FTE social worker post to adult social care Worker Post in Recovery Mental Health Team
- Deletion of 1 FTE social worker / approved mental health practitioners post through restructuring of the Approval MH Professional Hub (AMHP), and deletion of a further 17.25 hours within the AMHP hub following retirement
- Deletion of 14.5 vacant hours in the Complex Intervention Team, Mental Health
- Review of Mental Health staffing and managerial support in line with ongoing negotiations with Avon and Wiltshire NHS Mental Health Partnership Trust (AWP) around integration and accommodation issues

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

Yes No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is anticipated that as a result of a reduction in staffing there may be a negative impact on response time and possibly waiting time for contact with adult social care it is not envisioned any person will go without a service. It should also be noted that the service has held vacancies for over 6 months due to recruitment issues.

Please describe how you will communicate these changes to your customers

There are no plans to communicate the specifics or details of staffing changes to the wider public currently.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This proposal will delete the equivalent of just over 3 FTE roles, and convert a further 1 FTE role to a different grade – all these directly affected roles are vacant and so have no specific impact on individual workers. Further work on any changes to arrangements within the mental health services may have impact on staff depending on the agreed future model with AWP.

5. Consolidation savings

Please complete only 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

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

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:

21st November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	All Areas
Budget reference:	ASS12
Budget reduction proposal:	Increase vacancy management target in adult social care by 1%
Budget saving for this financial year:	£125,000

Description of the proposal:

The Directorate will increase its vacancy management target by £125,000; this represents an increase from c. 4% to c. 5%

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met. Historically, this level of savings has been met and, as a result, in the most part, this proposal brings slightly more financial risk to the budget in terms of managing potential overspends.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads, we will manage the impact on staff through discussions at team meetings and within individual one to one meetings with line managers.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?		

Service Manager:

Katherine Sokol

Date:

25th November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	Client Income
Budget reference:	ASS13
Budget reduction proposal:	Increased client contributions to reflect increases in benefits and pensions
Budget saving for this financial year:	£940,000

Description of the proposal:

This represents the additional income that is likely to arise because of government increases to benefits, pensions and minimum income guarantees and how they impact on financial assessment for adult social care clients.

Summary of changes:

Following government announcements to changes in pensions, benefits and minimum income guarantees, the Council will review all financial assessments and client contributions and adjust the amounts that clients will need to contribute towards their care, based on their income and the amount that the government identifies that clients can retain before making any contribution. The financial assessment process involved a means test that ensures that contributions are affordable.

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

Yes No

If yes, please insert reference number and year of assessment?

Each year an amount is included for inflationary uplifts, the amount is anticipated to be more significant in 2023/24 due to the potential for a larger increase to pensions and benefits because of higher rates of inflation.

If yes, please describe what steps you have taken to review the equality impacts from previous years?

Client contributions continue to be subject to a mean-test based financial assessment.

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Clients in receipt of care, who are most likely to be older people, or disabled people will be asked to contribute more towards their care (as a result of increased costs to the Council and increase to pensions and benefits). However, this contribution will continue to be based on a means-tested financial assessment. It is also expected that the government will announce increases to the Minimum Income Guarantee and the Personal Expenses Allowance (i.e. the amounts that clients can keep before they start paying for their care) in line with inflation, which should mitigate the impact.

Most clients whose care is arranged by the Council have a maximum weekly charge, which results from their financial assessment. For non-residential care packages, this averages at around £70 per week and for residential care, the average is around £210 per week for older people and £100 per week for younger adults.

Only those clients who are “self-funders” will feel the full impact of increases in costs, i.e. they will be expected to pay in full for any cost increases that arise from increases in provider costs.

Please describe how you will communicate these changes to your customers

As part of the annual review process

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?	N/A	

Service Manager: Katherine Sokol
Date: 14th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Adult Social Care
Service area:	Contracts and Commissioning
Budget reference:	ASS14
Budget reduction proposal:	Review Voluntary and Community Sector Grants and Commissioned Services
Budget saving for this financial year:	£32,000

Description of the proposal:

North Somerset Council has historically provided grant funding to several voluntary and community sector organisations. The provision of a grant has been given where there is a clear link between the Council's supporting people agenda and where activities support the strategic aims and objectives of the Council.

The voluntary and community sector organisations often provide services which, if they weren't available, would result in an increase in services needing to be supplied and funded through Adult Social Care.

Summary of changes:

A review of all our grants, and a meeting with Alliance, identified that a reduction in contribution to Alliance, which they were agreeable to, could be achieved through consolidation of their services, and potential vacancy freezes.

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)			X				X
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify: Carers and impact on health and wellbeing of vulnerable adults and / or their carers			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

A meeting was held in December with Alliance to discuss the potential need for savings.

Alliance agreed that savings could be achieved through vacancy freezes, integration of services and a potential reduction in the Housing Related Support Grant received.

In addition, it was recognised that if North Somerset could continue to sustain funding, Alliance could utilise a national lottery bid to support a volunteer co-ordinator for 3 years and would also be able to apply for further funding for 3 years from Children in Need. This would lessen the impact of the grant reduction being received from North Somerset Council.

It is anticipated that the impact on equality groups of this proposal will be low.

Please describe how you will communicate these changes to your customers

Ongoing support will be provided to Alliance, as needed, to help them achieve efficiencies required.

Alliance will lead any appropriate communication with customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal?	Yes	No
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Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Whilst there will be no impact on staffing within North Somerset Council, in discussion with Alliance they will be reviewing their current staffing vacancies to identify if savings could be achieved.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

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
N/A	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

<<Text here>>

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Teresa Stanley

Date: 18th January 2023

1. The Proposal

Directorate:	Adult Social care
Service area:	Mental Health and Learning disability
Budget reference:	ASS15
Budget reduction proposal:	Review of staffing and deletion of non-statutory Bristol Autism Services seconded Social Worker role
Budget saving for this financial year:	£59,000

Description of the proposal:

Deletion of a specific role currently seconded to The Bristol Autism Service (BASS) – currently 1 FTE JM1 graded social worker post.

Summary of changes:

The BASS role is a seconded post, it provides advice and support to people with Autism and assists with preventative work / training and benefit claims. The post is currently occupied on a 50% basis, the remaining 50% currently vacant. The post does not directly undertake statutory duties under the Care Act 2014.

The proposal is the deletion of this role, given its not statutory function and to seek redeployment of substantive staff member in line with NSC policy.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The withdrawal of the role, whilst not affecting the core statutory duties of the local authority will impact negatively on those with Autism (neurodiversity) by removing a supportive resource from the BASS service, which currently provides some advice information and support, some support groups and training, and helps with benefit claims. The impact of this is anticipated to be low. We will mitigate this by providing BASS with contact points and referral routes into social care services and providing signposting for support with benefit claims (i.e., to Citizens Advice Bureau).

Please describe how you will communicate these changes to your customers

There will be a consultation with the affected staff member in line with HR procedures.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This proposal will directly affect 1 member of staff, who will be offered redeployment in line with existing policy

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

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: 21st November 2022

1. The Proposal

Directorate:	Adult Social Services
Service area:	TEC and Reablement Intervention Team
Budget reference:	ASS16
Budget reduction proposal:	Freeze TEC Coordinator post until external funding becomes available
Budget saving for this financial year:	£49,000

Description of the proposal:

To freeze recruitment of a replacement Technology Enabled Care Coordinator in the TEC and Reablement (TRI) team until external funding becomes available.

Summary of changes:

The TEC Coordinator Role was responsible for promoting the use of TEC across the adults and children's directorates by providing awareness training, prescriber training and support for workers in all areas wishing to find TEC interventions to meet eligible needs. The TRI team considers reablement and TEC to reduce the need for care packages and TEC has become integrated within the work of the team.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The creation of the TRI team has given the opportunity for all team members to increase their skill levels and knowledge of TEC interventions which will lessen the

impact of losing the TEC coordinator post. It is not anticipated there will be any customer impact because of this proposal.

Please describe how you will communicate these changes to your customers

Customers won't be aware of any impact from the change because the number of workers with appropriate skills and knowledge to implement TEC has increased as the responsibilities are now shared across the whole team. There is no need to communicate this to our customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily. This impacts on one role which has been vacant since the 1st of August 2022.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

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

Service Manager:

Fiona Shergold

Date:

1st December 2022

1. The Proposal

Directorate:	Adult Social Services & Housing Solutions
Service Area:	Housing Solutions
Budget reference:	ASS17
Budget reduction proposal:	Review of funding arrangements for staff in the Housing Team
Budget saving for this financial year:	£163,000

Description of the proposal:

Some existing homeless prevention posts will be paid by specific grant and one vacant post will be deleted

Summary of changes:

No change to homeless prevention posts because of grant being used to pay salary costs.

The vacant post is at team manger level and the team members will transfer to another manager within the service

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

Yes **No**

If yes, please insert reference number and year of assessment? N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years? N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that customers will see any change as a result of this proposal.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Vacant post so no impact and the team being managed within the service so the only impact is different manager but no other change

No impact on staff if salaries paid by grant very low risk that grant does not continue going into the future, but we have reserves to cover.

5. Consolidation savings

Please complete only 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 N/A	Value of saving
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Kay Eccles

Date:

29th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Adult Services
Service area:	Cross cutting
Budget reference:	CSD24 / ASS18 / CH12 / PH4 / PD36
Budget reduction proposal:	Annual uplift to fees and charges to cover inflationary cost of services – Adults
Budget saving for this financial year:	£435,000 (total all areas) The saving is £255,000 in Adult Services

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for 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 local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

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 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees

- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

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

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			

People on a low income	X			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, armed forces community, impact on health and wellbeing. Please specify:		X		

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Exec Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.
n/a

5. Consolidation savings

Please complete only 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

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Melanie Watts

Date: 13th November 2022

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Children’s – January 2023

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1. The Proposal

Directorate:	Children's Services
Service area:	Multiple Areas
Budget reference:	CH01
Budget reduction proposal:	Efficiency savings or reductions in budgets in line with projected or historic spend or demand
Budget saving for this financial year:	£85,000

Description of the proposal:

Budgets will be reduced in several areas where they are not required when matching them against historic or projected spend or demand. These include former teachers pension costs, growth for staffing in SEND, adoption support and venue hire

Summary of changes:

No service changes are proposed as the budgets will continue to support the projected levels of need, and for the most part, this proposal brings slightly more financial risk to the budget in terms of managing potential overspends.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No direct changes proposed

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Katherine Sokol

Date: 28th November 2022

1. The Proposal

Directorate:	Children's Services
Service area:	Family Support & Safeguarding
Budget reference:	CH02
Budget reduction proposal:	Relocate Family Support and Safeguarding team to alternative office accommodation
Budget saving for this financial year:	£20,000

Description of the proposal:

Relocation of a team of social workers into alternative office accommodation.

Summary of changes:

Relocation of a team of social workers into alternative office accommodation to save on building lease and maintenance costs.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

The relocation may have a negative impact on the team's accessibility for vulnerable families within their community.

The suitable space for meeting with children and their families will be reduced.

Social Worker's and Family Support Workers will incur additional travel time and may incur additional milage costs.

Some social work teams may be more closely located supporting good communication.

Please describe how you will communicate these changes to your customers

Children, young people and families will be advised of the changes by their Family Support Worker or Social Worker.

This will need to be replicated for partner agencies.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The teams value being within the communities they support and build relationships with as this enables them to effectively support the children and families in their area.

5. Consolidation savings

Please complete only 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
<hr/>	
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Shelley Caldwell

Date:

29th November 2022

1. The Proposal

Directorate:	Children's Services
Service area:	Multiple Areas
Budget reference:	CH03
Budget reduction proposal:	Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams
Budget saving for this financial year:	£121,000

Description of the proposal:

Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams, totally 2.58 FTEs

Summary of changes:

As above

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The posts are currently vacant, and some have been vacant for some time. It is anticipated that most of the work undertaken previously by postholders will be reprioritised and / or subsumed into other roles and statutory services for vulnerable people will continue to be prioritised. The impact has been identified as low as although work of the posts will be re-prioritised it should be recognised that there are less resources to complete the tasks completed by the previous postholders.

Please describe how you will communicate these changes to your customers

N/A – no immediate or direct impacts identified

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Total of 2.58 vacant posts

Workloads of remaining postholders will be monitored and reviewed through team meetings and one to one meetings with line managers.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Becky Hopkins and Pip Hesketh

Date:

8th December 2022

1. The Proposal

Directorate:	Children's Services
Service area:	Commissioning Service
Budget reference:	CH04
Budget reduction proposal:	Review of Family Time Service to ensure service supports children with the highest need
Budget saving for this financial year:	£60,000

Description of the proposal:

Review of Family Time Service to ensure service supports the most appropriate children resulting in a reduction of the need for contacts.

Summary of changes:

To review all existing contacts from the Family Time Team considering different ways of providing these specifically in the areas of long-standing placements for children in care and older children over the age of 14 years.

The plan is to work with operational colleagues to look at alternative methods of supervised contact making more use of the Foster Carer's and Residential Placements to do this along with family members of the children concerned. This will be in areas of long-standing contacts who are not subject to court order supervised contact. This will reduce the pressure in the team allowing them to focus specifically on court order contacts as a priority and it should also reduce the need for the number of staff currently employed in the team because of those alternative contact arrangements. As is the case now where contacts can't be made on occasions these fall back onto the operational staff to deliver, based on this no child should lose their agreed contact arrangements.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The plan will be to look at alternative ways from the Family Time Team delivering the supervised contact. This will then look to be moved to foster carers and residential homes and next of kin where appropriate. Currently, when the family Time Team is at capacity the social work teams pick this up. Therefore, it is an expansion of the existing position, with no planned impact on the children and young people.

Please describe how you will communicate these changes to your customers

Discussions with operational colleagues leading on talking to children and families about any changes to current plans.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This may mean redundancies for existing staff; in the first instance we will look at vacant hours and casual contracts. However, given the size of the saving there may be a need to make 1 x FTE post redundant from the service. Full consultation will be required with the team in conjunction with advice from HR.

5. Consolidation savings

Please complete only 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

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

No

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

Service Manager:

Alison Stone

Date:

6th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Children's Services, Place, Corporate Services
Service area:	All Areas
Budget references:	CH05 , CSD25, PD39
Budget reduction proposal:	Increase in vacancy management target
Budget saving for this financial year:	£245,000 PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred as a result of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

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

Service Manager: Katherine Sokol

Date: 6 January 2023

1. The Proposal

Directorate:	Children's Services
Service area:	Family Support & Safeguarding
Budget reference:	CH06
Budget reduction proposal:	Review of costs for children with complex care needs
Budget saving for this financial year:	£50,000

Description of the proposal:

To review all the Direct Payments (DP) with all children in the Children's Disabilities Team based on non-usage of current funds and reducing spend allocated to families that hasn't been spent over the last 12 months.

Summary of changes:

The plan is to review all DPs awarded and assess the usage of the funds and any award of Direct Payment to ensure they remain appropriate i.e. was the budget fully spent this financial year. This will not mean someone's Direct Payment will be taken away as part of this process. But the needs of the young person will be considered and reviewed and alternatives to meet a young person needs, in conjunction with the family can be assessed.

The Direct payment Policy will be reviewed to reflect these changes on an on-going basis and a move to allocation resources to families monthly not biannually or annually. Along with a process that enables better allocation of monies in relation to DP's and removing the practice of families accruing large amounts of Direct Payment monies, that aren't being spent according to care plans. Ensuring a better timely review of the use of the Direct Payment in line with children's needs, rather than one off allocation that aren't always being spent as directed.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any negative impact as a result of this proposal.

Please describe how you will communicate these changes to your customers

These changes will be discussed with families of the children assessed with monies that haven't been used and reviewing their needs and the current allocation of budget. This will not lead to taking away their DP just allocating the spend more appropriately and ensuring more reviews of the Direct Payment allocation. This will be carried out alongside timely reviews of the Direct payment to ensure it is meeting the child and family's needs and if not what other alternatives could be considered.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Alison Stone

Date:

28th November 2022

1. The Proposal

Directorate:	Children's Services
Service area:	Family Wellbeing
Budget reference:	CH08
Budget reduction proposal:	Review of arrangements for Family Group Conferencing
Budget saving for this financial year:	£56,000

Description of the proposal:

End early the current Family Group conference contract by 20 months and re allocate this work in house within Family Support and Safeguarding and Family Wellbeing Team to increase the number of conferences needed within the service without incurring additional costs.

We have outsourced an individual agency to provide us with 26 individual family group conferences per financial year. This works to implement a Families and Friends meeting that can share concerns and see if family can develop a plan that would reduce concerns for the child/children.

We are currently in a two-year extension to the contract and want to break this contract and end this arrangement within the next four months.

Summary of changes:

North Somerset Council no longer require the Family Group conference model and will be looking to end the contract as soon as possible.

We will achieve this by developing an inhouse model of identifying all family members and friends within the Families network and use this to support and safety plan around the families in our community.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is not expected to impact negatively on any of the above equality groups as the future will be to identify families who need a wraparound family network meeting and use our existing teams within Family Support and Safeguarding and Family Wellbeing to co-ordinate and deliver a service in house.

Please describe how you will communicate these changes to your customers

We are forming a new and different model within Family Support and Safeguarding and Family Wellbeing which will be rolled out to our partners full when the contract ends this will not have an impact on our children, young people, and families.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

We had identified that Family Group Conference was not meeting the needs of our families in the manner it was sourced. The model in which the conferencing is currently delivered, is not the model we want moving forward. Our alternative model will be an in-house service without incurring the need to spot purchase at costs which are not included in the budget, but which will be able to be sourced internally.

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Dawn Newton

Date:

21st November 2022

**Medium Term Financial Plan
Equality Impact Assessment 2023/24**

Service area: CYPS – Children's directorate 0-2 funding
Budget reference: CH09
Budget reduction proposal: Remove final tranche of discretionary funding for under two's childcare
Equality impact assessment owner: Dawn Newton
Assistant Director/Director sign off: Sheila Smith
Review date: January 2023

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE)
		2023/24	2024/25	2025/26	2026/27	2023/24
CH09	Remove final tranche of discretionary funding for under two's childcare	£80,000				

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

Staff Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

1. The Proposal

1.1 Background to proposal

The 0-2 funded childcare is a non-statutory, targeted service that provides 10 hours per week (term time only and for more than one day per week) of childcare to children who may not meet their full potential. Funding is only provided until the term after the child turns 2. This is to provide a seamless transition onto 2-year-old funding, which is funded via central government. Some years ago, there was considerable government commitment and investment in the Early Years sector, linked to the launch of a 10-year Children's Plan in 2007. In 2010 this funding ceased mid-year following a change of government and while we had no option but to cease many activities and posts, we decided to retain a much reduced budget to fund part-time childcare for a small number of children. This amount has reduced over the years as government funding has been provided for children above the age of two. The local authority decided not to restrict referrals from Children's Services staff only because we recognised that we didn't have a wide range of Early Help services in previous years – inevitably the number of referrals has always outstripped the budget.

The funding was suspended in April 2022 for all new requests because it was over-subscribed and only children that have been approved as eligible are currently in receipt of this funding.

The scheme has been overseen by the Community Family Team, now the Family Wellbeing Team and the process has been regularly updated to reflect new initiatives, (such as Supporting Families), processes to measure impact and the referral and panel processes.

The childcare placement is always with a childcare setting with an Ofsted judgement of Good or Outstanding to ensure the best educational environment for the child. 0-2 Funded Childcare objectives are to:

- Support children at risk of not meeting their full developmental milestones.
- Support parents and carers to access early help services whilst their child is accessing a childcare provision which in turn will support the child's outcomes.

All children who are awarded 0-2 funded childcare are subject to a 6-month review to ensure that the budget is being allocated to the most vulnerable children.

If the panel agree that the circumstances of the family have changed and that the criteria is no longer being met, funding will cease, and a notice period is given to the

refer / childcare setting. It is the responsibility of the person referring to advise the family.

In recent years the Early Help offer has been broadened within the Family Wellbeing Service and there are more opportunities available to parents in regard to strengthening their relationships with their children, of all ages.

The proposal for this funding is for it to be phased out over a 2-year period, with a saving of £80,000 in 2023/24. This will leave the scheme with a £5,000 budget in 2023/24. A further £10,000 is already in place from Supporting Families funding. In 2024/25 the remaining budget will be £1,000. Following 2024/25 there will be no more funding required as 0-2 Funding will have ended.

From April 2023 the scheme will only continue to support Children already agreed funding prior to April 2022.

The funding will be reviewed every 6 months against the criteria to establish if funding through Supporting Families is still required.

This will enable a transition to the 2-year-old funding to ensure continuity of the education and care for those children to whom we have already made a commitment.

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

The impact on multi-disciplinary teams will need to be assessed, as they may not be able to carry out direct work with families if they do not have any other support in providing childcare. This includes Health visitors, social workers, Family support workers and childcare providers as these colleagues are the main refers for 0-2 funded childcare.

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?

0-2 funding is available to children who need to access a childcare provision to allow parents to access some form of training, groups, or support – the cohort the 0-2 funding will cover is as follows:

- Child or Parent with additional needs
- Child emotional needs are not being met
- Child physical needs and are not being met
- Poor Housing
- Domestic abuse and the impact on child and parent
- Children in need or subject to a Child Protection Plan

- Parents who have three children under school age who have significant debt or financial issues
- Families who are repeatedly assessed by Children’s Social Care but not meeting the Child in Need threshold
- If parents have a caring role that impacts on caring for the children’s needs
- Children living in the family home who are not involved in school
- Parents involved in anti-social behaviour and crime

There are circa 6,000 children under 2 living in North Somerset as of September 2022.

Number of children in receipt of 0-2 funding - 01/01/2020-31/12/2022

Locality area	Number of children
Weston East	33
North (outside WSM)	41
Weston South	59
Total	133

Overall breakdown of ethnicity

Locality area	Mixed White & Black Caribbean	White - Any other white background	White British	Information not provided	Total
Weston East	2	1	24	6	33
North (outside WSM)	1		30	10	41
Weston South	3		44	12	59

Number of disabled children

Locality area	
Weston East	8
North (outside WSM)	8
Weston South	6

Gender of children

Locality area	Female	Male	Total
Weston East	17	16	33
North (outside WSM)	14	27	41
Weston South	31	28	59
Total	62	71	133

Number of children living in a workless household

Locality area	Number of children
Weston East	5
North (outside WSM)	4
Weston South	9
Total	18

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?

Below are those children that were receiving funding during the stated time. Children could be counted more than once from where their funding period overlapped multiple years:

- April 2019 – March 2020 – 69
- April 2020 – March 2021 – 58
- April 2021 – Present – 32

Out of the 112 children listed on the closed list, referrals have come from the following areas:

- Children's Social Care – 23
- Family Wellbeing – 56
- Health – 30
- Other – 3

Open 0-2 Funding

As of 8th December 2021, there are 36 children receiving funding.

Should they be eligible they would continue from 0-2 Funding to the Government's 2-year-old funding. Entitlement at the following intakes:

- January 2022 – 9
- April 2022 – 5

- September 2022 – 11
- January 2023 – 8
- April 2023 – 2
- September 2023 – 1

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

Children who were eligible for the 0-2 funding would have met the above criteria which would have put them in the bracket of the following protected characteristics:

- Men or women (including pregnant women or those on maternity leave)
- People on low income

There has been no data reporting on the 0-2 children since no new places were offered to children from May 2022, so the above information is the most up to date.

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

In November 22 staff were advised of the savings required and no specific equality concerns were raised at that time.

This Equality Impact Assessment was shared with the Equality Stakeholder Group on 12th January 2023, they made the following comments:

Comment	Response
Ensure that the EIA makes it clear that alternative sources of funding are available, and in fact the move could be positive as the alternative sources of funding are more sustainable	Alternative funding will not be available for all eligible children – there will need to be an assessment and this needs to be viewed alongside the wider range of Early Help services that are available as an alternative for some families.
Information for partner and support agencies who refer families in for funding needs to be provided so they understand that this is not stopping providing support for Under Two's but that there is an alternative, more appropriate source of funding available. This should be written into the mitigation plan.	Referrers have been made aware that because this is a non-statutory service, we are looking to phase it out, but we will ensure that information is given about other possibilities. Not all children who are currently eligible receive the funding and going forward only a smaller group would be eligible for time limited financial support, set alongside other services that offer opportunities for children with their parents.
Although there are alternative sources of funding so every child who is eligible will be	There will not be alternative funding for all children who are eligible – this has never

<p>able to access funding there is a reduction of £80,000 from within services for those under Two. Does the cumulative impact of this reduction need to be mapped in conjunction with changes to Family Support and Safeguarding and Children's Centres?</p>	<p>been the case; it is a finite budget that has been targeted to those in greatest need. Some of those families could access the finite budget that Children's Support and Safeguarding hold under s17 of the 1989 Children Act, others could access limited charity funding or join community-based groups.</p>
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2.5 What has this told us?

See 2.4

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

Ongoing communication with agencies that refer in for support.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

	H	M	L	N	+	=	-	
Disabled people (including consideration of neurodiversity)		X					x	The criteria state a child or adult who has an additional need, around 18% of the children accessing the fund are disabled.
People from different ethnic groups			x			x		Just over 5% of the children accessing this funding are recorded to come from a Mixed or Other White background.
Men or women (including pregnant women or those on maternity leave)		X					x	The 0-2 supports families under the age of 2 years which will include parents who are pregnant or those on maternity leave. There are slightly more boys than girls accessing this funding.
Lesbian, gay or bisexual people			x			x		We do not hold this information.
People on a low income		X					x	This is a criteria of the 0-2 funded childcare, there is a high percentage of children from Weston South, which is an area of high deprivation.
People in particular age groups		x					x	As a specific fund for the under 2s this will have an impact on this age group.
People in particular faith groups			x			x		We do not hold this information

People who are married or in a civil partnership	x		x		We do not hold this information.
Transgender people	x		x		We do not hold this information
Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing.	X				
<p>Please specify:</p> <ul style="list-style-type: none"> ➤ 0-2 Funded childcare provides intervention support for parents and carers with children under the age of 2 years old to get the best start in life to develop to their full potential. This includes Health and Wellbeing, parental capacity, education and Reducing child poverty. 				x	The purpose of the 0-2 funded childcare scheme is to provide direct support to children and their families where there are identified vulnerabilities of the child at risk of not reaching their full potential. The criteria listed above identifies those vulnerabilities and should this proposal proceed there is a high risk of an impact for these children.

Does this proposal have any potential [Human Rights](#) implications?

Yes No

Could this proposal have a Cumulative Impact with any other service areas?

Yes No

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

If 'yes', please describe?

The ceasing of the 0-2 funded childcare may have an impact on key partners and their core offer as direct 1-1 work / access to service may prove challenging if childcare arrangements are not available. Where other agencies seek funding for childcare so that they can undertake direct work with parents then they will need to explore other alternatives.

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 whose families are working with our Family Support and Safeguarding Teams (i.e., allocated social worker) Section 17 budget may be used to support access to childcare. Other children that could have been eligible for 0-2 funded childcare, the referrer can seek funding from the Supportive Families Grant.	A panel has been set up to support such requests and work is in progress to cascade this information to key partners.
Ongoing review of the impact of the changes in the nature of the 2-year-old funding	Monitoring the impact of this budget proposal on equalities will be undertaken through the Family Wellbeing Head of Service and Senior Managers who meet bi-weekly. It is proposed to have equalities as a standing item on the agenda, so progress is tracked,

reviewed and suitable adjustments made.

If negative impacts remain after the above actions have been taken, please provide an explanation below.

The funding has only been able to be allocated to a small number of children for no more than 10 hours a week but there is a commitment to continuing to fund the current children until they become eligible for the three-year-old funding from the government. Moving forward we will be clear with previous referrers that there may be options either for limited funding from elsewhere or for signposting to other community-based groups. There will also be the need for referrers to consider reshaping the work they do with parents which could include their children.

Please set out how you plan to communicate these changes with your service users.

Changes will be communicated to key partners so it is clear which funding to access to provide support for families and children who would have accessed 0-2 Funding

1. The Proposal

Directorate:	Children's Services
Service area:	Youth Justice Service
Budget reference:	CH10
Budget reduction proposal:	Review funding arrangements for staffing costs in Youth Justice Service
Budget saving for this financial year:	£29,000

Description of the proposal:

The service will use opportunities afforded to them by grant bidding processes to generate funding to contribute to overheads within the Youth Justice Service.

Summary of changes:

No specific service changes are proposed; the intention is to use new or revised grant funding opportunities to make a legitimate contribution to overheads

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No direct changes proposed

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
	Total

6. Review and Sign Off

Service Manager Review

This saving is dependent on bidding opportunities becoming available and then being successful with bids.

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Mike Rees, Head of Youth Justice

Date: 6th December 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

Service area:	Children Services
Budget reference:	CH11
Budget reduction proposal:	Redevelopment of Children's Centres into Family Hubs
Equality impact assessment owner:	Dawn Newton
Assistant Director/Director sign off:	Sheila Smith
Review date:	January 2023

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE)
		2023/24	2024/25	2025/26	2026/27	2023/24
CH11	Redevelopment of Children's Centres into Family Hubs	£150,000	£150,000			1.5 FTE Team Leader 1.23 FTE Business Support Officer

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

Staff Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

1. The Proposal

1.1 Background to proposal

Since the first wave of Sure Start children centres were introduced in 1999 successive governments have reduced the original commitment to provide children centres in every community. In 2010 the Coalition government removed the ring-fenced funding and reduced the funding of Early Intervention services to the extent that a significant number of local authorities closed some or all of their children's centre buildings between 2010 and 2015. Here in North Somerset, we retained all of our buildings but reduced the levels of staffing in that period and in 2016/17 we implemented a Community Access Review which saw the local authority transfer some buildings to partner agencies and move to share other buildings with the Library Service to reduce costs but preserve a local link in some but not all communities.

Continuing financial challenges meant that half of the sites had reduced opening days/hours but in recent years the local authority has invested in the staff within what is now the Family Wellbeing Service (which includes the children centres) such that it has reshaped the 'early help offer' to go beyond the original focus on families with children under 5 – the service now offers support to families with children aged 0-25 (where young people have SEND) and much of this support is delivered via outreach work (not centre-based).

The development of the Family Wellbeing Service coincided with the publication of 'The Best Start for Life: A Vision for the 1,001 Critical Days', by the Department for Health and Social Care in March 2021 which introduced the concept of Family hubs which are very similar to the local authority's planned direction of travel. The local authority was unsuccessful in its application for transformation funding but has pursued the development of Family hubs, the design of which will ultimately lead to a shift from children centres to Family hubs and a decrease in the number of buildings needed.

The redesign will be informed through a needs analysis approach. It will impact on communities as the redesign will consider closures of children centres and a reduction in the localised service offer, therefore impacting on local access to services by children and their families. The proposal will impact on staff in terms of a redundancy / redeployment and may require a re-defining of roles and responsibilities.

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

There may be an impact on professionals will also need to be considered. This includes Sirona, University Hospital Bristol and Weston Trust, libraries, schools, and Springboard Opportunity Group.

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?

For each of the children centre reach areas (14 in total) or for each locality, (3 in total) we know numbers from 1st November 2021 to 31st October 2022 for the following:

- The number of children aged 0-18 within the locality area
- The number of carers of children under the age of 5 seen by volume
- Individual carers of children under the age of 5 by volume.
- The number of pregnant parents / carers seen by volume
- The number of parents and carers with children under the age of 5 who are workless by volume
- The number of parents and carers with a disability with children under the age of 5 by volume
- The gender of service users (note with only with children under the age of 5), by volume
- The age of service users from 15 years upwards who have children under the age of 5, by volume
- The ethnicity of parents and carers with children under the age of 5, by volume.

We also have details regarding targeted groups (children / carers) who have been seen as a percentage of those within the locality. This information relates to support for children who have been allocated a Family Support Worker, children whose parents have accessed an advanced parenting group and children that have been awarded 0-2 funded childcare. It is important to note that data reporting will demonstrate lower numbers than previous years due to COVID 19 restrictions on providing face to face services.

More detailed data in relation to the usage of each Children Centre will be available for the consultation sessions which will consider how best to develop our Family Hubs to ensure the widest access within the available budget.

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?

Children centres identify families with young children in their community, the early childhood services those families need and how those that are in most need of services are helped and encouraged to participate in them. Children centres pay a particular emphasis to those that are in most need of intervention and support who may be unlikely to access the help they may need.

Data tells us that unless we are clear about the services available to all families then there could be an impact with respect to some diverse groups such as disabled parents / parents to be, children and their families that are BAME, parents / parents to be that are under the age of 20 years and parents / parents to be that have health issues which may impact on them accessing community services. Barriers can include lack of access (lack of transport), language where English is a second or other language, lack of confidence and health issues.

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

Yes, due to COVID 19 restrictions, the service was not able to provide face to face universal or targeted groups. This means data over the past 2 years, will not reflect the same participation as previous years. Before final decisions are made about the service detailed analysis of service users will be refreshed.

The Family Wellbeing Service extended its age range from 0-5 years to 0-19 (25 for children with SEND) in January 2021. The service currently does not have a reporting system which records access for children over the age of 5. The Council is in the process of commissioning a system to support accurate recording and plans for this to go live in the summer of 2023.

The service recognises that further information in terms of user breakdown by ethnicity, gender, income, sexual orientation, or faith is required as it is recognised that the review could potentially impact on users within these protected characteristics. This is an area that children centre senior managers seek to develop and understand. This may include looking at indices of multiple deprivation and further interrogation of management systems.

As referenced above, additional data will be available to help inform the consultation and decision-making process.

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

This proposal was shared at a staff briefing in November to which all Children's Services staff were invited. No concerns were raised at that meeting.

The Equality Impact Assessment was shared with the Equality Stakeholder Group on 12th January 2023. They made the following comments:

Comment	Response
The broader context of the service development including the development of Family hubs should be referenced throughout the EIA. Also the plans for the use of satellite services.	We will make clear the rationale for the development of Family Hubs and make clear that this proposal is more focussed on savings from buildings rather than a reduction in staff working directly with families. We will also describe the amount of outreach work that goes on which will not be impacted by a closure of some buildings.
The EIA is not specific about the reduction in the number of the Children's Centres and where these are likely to be.	This is because we need to compile the detailed data sets before embarking on consultations which will then inform the final decision as to which buildings are no longer needed.
Need to consider specific activities that focus on equality groups that might not be universally available across all Children's Centres. For example the work facilitated with the Gypsy and Traveller Community at Yeo Valley and the impact on that specific group if services were to cease.	We will ensure that we are clear about the current service offer and the extent to which a reduction in buildings will impact negatively or positively on specific groups. We will also be clear about our plans for future service provision following a reduction in permanent sites e.g the use of other premises in localities on a one off/weekly/monthly basis either free or for payment by Children's Services.
The ethos of the introduction of Children's Centres (many years ago) was that the centres were available for all, without prejudice. It feels like a step back that there will be a reduction in	While that was certainly the aspiration when children centres were first introduced and funded there have been significant cuts to funding which has meant that although we have kept the buildings a substantial number are

the number of communities that will have easy access to these services.	only open part-time. The development of Family Hubs links to the fact that we have widened the age range from 0-5 to 0-19 (25 if young people have special educational needs and/or disabilities) and so the reach will be broader. There is already a significant amount of direct work that is delivered locally, outside the buildings.
Can data about how the centres are accessed by families with older children be included?	This may be sparse given that this development coincided with Covid but we will do our best to capture such detail.
Will the re-prioritised centres be accessible to those up to age 25 with SEND?	Yes.
How are you considering the accessibility of the re-prioritised sites in respect of transport, parking, easy walking routes etc?	Accessibility issues will be considered, and we will consider the current offer against the future state.
Need to work to ensure the divide between rural and urban access is not exacerbated.	We agree.
Concern that there are a number of proposals that target services for those accessing early years services and the cumulative impact of these changes.	This proposal links to the removal of the discretionary u2s funding from a small number of children (32 from a population of approx. 6,000) We acknowledge that we have never been able to meet all requests and while we can mitigate in some instances the development of Family Hubs could improve access to other services in the Early Help sphere.

2.5 What has this told us?

As above .

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

Further work will be undertaken to identify the exact model that the redevelopment will follow and how this will be delivered. As this work progresses further consultation with staff, stakeholders and those who access our services will take place. Further equality impact assessments will be prepared considering the detailed proposals.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in ‘Summary of Impact’ column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

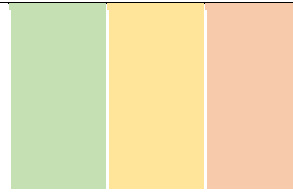
Summary of Impact

	H	M	L	N	+	=	-	
Disabled people (including consideration of neurodiversity)		X					X	There will be an impact on disabled children, parents and carers due to having to find alternative provision to access children centre and their key partner services. This could incur additional costs, withdrawal from services due to lack of accessibility.
People from different ethnic groups		X					X	Closure of local provision for people from different ethnic groups could impact them by having to travel to another children centre to access services, which may incur additional costs to them or if transport is an issue, may mean withdrawal from services needed. It will also limit the options on providing an inclusive community provision.
Men or women (including pregnant women or those on maternity leave)	X						X	Closure of local provision for men or women, including pregnant women or those on maternity leave will limit the options of community access to post and antenatal provision and could

					impact on the maternity service meeting its Continuity of Care agenda.
Lesbian, gay or bisexual people		X		X	We do not collect data for this protected characteristic and therefore are unable to measure impact.
People on a low income	X			X	Closure of local provision for people on low incomes will impact on access to community services who will support them in this area and could mean additional costs to them to travel to another children centre for support. Impact could mean there is a risk of withdrawal from services and a feeling of isolation.
People in particular age groups	X			X	Closure of local provision people in particular age groups will limit the options of community access to services providing support to improve children's outcomes. To access this support, parents, carers, children and young people would need to travel to other children centres or community groups to access support. This could incur costs to

					families and may result in the withdrawal from services,
People in particular faith groups	X			X	We do not collect data for this protected characteristic and therefore are unable to measure impact.
People who are married or in a civil partnership	X			X	We do not collect data for this protected characteristic and therefore are unable to measure impact.
Transgender people	X			X	We do not collect data for this protected characteristic and therefore are unable to measure impact.
Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing.					
Please specify: Children centre interventions provide support for parents and carers in helping children aged 0-19 (25 for children with SEND) to get the best start in life to	X			X	The impact could result in not being able to reach children at risk of not meeting their full potential by offering local provision. By not recognising these children at the earliest opportunity, may mean the impact is that we become

develop to their full potential.
This includes health and wellbeing, education and reducing child poverty.



aware of them at an older age and more intensive support is then needed.

Does this proposal have any potential [Human Rights](#) implications?

Yes **No**

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes No

Yes, the reduction in the number of children centres, could have an impact on key partners and their core offer. The impact will be on having less buildings to provide outreach services to children and young people. This will be explored as the redevelopment programme progresses.

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?
<p>The EIA has identified areas that require more focused consideration in terms of protective characteristics and impact on service users and staff.</p>	<p>Once the impact on equalities has been fully assessed, suitable adjustments will be put in place. Successful adjustments in the past include the review of public and community transport, amending service delivery times, providing outreach to communities through hiring community venues, review of opening hours, outreach and improved staff training.</p>
	<p>Review remaining buildings in terms of staffing and increase (where possible), reception cover to provide an increase in front of house support.</p>
	<p>Monitoring the impact of this budget proposal on equalities will be undertaken through the Family Wellbeing Head of Service and</p>

Senior Managers who meet bi-weekly. It is proposed to have equalities as a standing item on the agenda, so progress is tracked, reviewed and suitable adjustments made.

If negative impacts remain after the above actions have been taken, please provide an explanation below.

Understanding the impact of the above has only just begun and time is needed to fully understand. This includes the outcome of public consultation for the proposals. Further work will be undertaken to identify the exact model that the redevelopment will follow and how this will be delivered. As this work progresses equality impact assessment(s) will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision-making processes.

Where appropriate further mitigation will be identified at this time.

Please set out how you plan to communicate these changes with your service users.

A public consultation will take place to seek the views of service users and professionals on the proposals. The outcome of the consultation, will be uploaded to North Somerset Council's website, shared with the Family Wellbeing Team and key partners. This information will also be included in revised Equality Impact Assessments that will be prepared taking into account the detailed proposals in line with the council's normal decision-making process.

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Cross cutting
Budget reference:	CSD24 / ASS18 / CH12 / PH4 / PD36
Budget reduction proposal:	Annual uplift to fees and charges to cover inflationary cost of services – Children's
Budget saving for this financial year:	£435,000 (total all areas) £13,000 for CH12

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for 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 local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

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 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal considers both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees

- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

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

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			

Lesbian, gay or bisexual people	X			
People on a low income	X			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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Melanie Watts

Date: 13th November 2022

Equality Impact Assessments

2023/24 Medium Term Financial Plan

Corporate Services – January 2023

Contents

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1. The Proposal

Directorate:	Corporate Services
Service area:	Senior Management
Budget reference:	CSD1
Budget reduction proposal:	Reduce senior management within the directorate, along with external resources previously used to support transformation
Budget saving for this financial year:	£159,000

Description of the proposal:

This saving will remove a vacant post (Assistant Director, Transformation) from the directorate leadership structure and remove base budget to support transformation activities.

Summary of changes:

Following the retirement of the post holder, the Assistant Director role and accompanying budgets to support transformation have been held vacant for the remainder of 2022/23 and utilised for the Accommodation Strategy, which is one of the council's key change programmes. Removing these budgets from the base budget will have an ongoing impact on the strategic capacity of the directorate and the ability to effect change. In the future, transformation activity will be taken forward on an "invest to save" basis, using one off resource when available. These changes have no direct impact on residents or service users.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any customer impact because of this budget proposal.

Please describe how you will communicate these changes to your customers

N/A – internal customers engaged through budget setting process

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

The vacant Assistant Director (Transformation) post will be deleted via this proposal

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed? **Yes** **No**

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

N/A

Service Manager:

Amy Webb

Date:

25th November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Corporate Contracts
Budget reference:	CSD2
Budget reduction proposal:	Review the scope and scale of support provided to the council through external contractual arrangements in respect of Internal Audit and Archiving, i.e., the storing of historic artefacts
Budget saving for this financial year:	£10,000

Description of the proposal:

This saving will review the scope of internal audit and archiving services provided to the council; it will consider the opportunities for efficiencies in terms of approach taken to deliver the service.

Summary of changes:

Seeking efficiencies in the way that contracts operate, including review of levels of activity and scope of contracts. These changes are yet to be defined but a review of scope has been initiated. The changes are unlikely to have a direct impact on communities.

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any negative impact on customers because of this proposal.

Please describe how you will communicate these changes to your customers

N/A – internal customers engaged through budget setting process

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 only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed? Yes **No**

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

N/A

Service Manager:

Amy Webb

Date:

29th November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Business Insight, Policy and Partnerships
Budget reference:	CSD3
Budget reduction proposal:	Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and the delivery of consultation and research activity
Budget saving for this financial year:	£80,000

Description of the proposal:

Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and provide a saving of £100,000 to be delivered across 2023/24 (£80,000) and 2024/25 (£20,000).

The Business Insight, Policy and Partnerships Service includes the council's centralised Business Intelligence Service and the corporate Policy and Partnerships team. The Business Intelligence Service is a one-council service which undertakes data collection, data analysis, data visualisation, performance reporting and Geographical Information Systems support across the council. The majority of the work undertaken is either a statutory requirement e.g., government returns, or is in support of statutory duties e.g., data and performance reports for front line teams. The Policy and Partnerships team is responsible for the delivery of the Empowering Communities transformation programme, strategic partnerships such as the North Somerset Partnership, and Town and Parish council support and engagement.

Savings will be made across the teams by a reduction in staffing full time equivalents (FTE). This reduction will be achieved by reviewing all work to further embed self-serve models for data and performance reports, cease all non-statutory returns, and reduce all non-statutory development work. Transformation activity will be rationalised following a review of all strategy action plans.

Summary of changes:

Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and provide a saving of £100,000 to be delivered in 2023/24 (£80,000) and 2024/25 (£20,000).

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.	X			X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The impact on customers because of this proposal will be low but there will be some impacts internally for services and for partners.

Please describe how you will communicate these changes to your customers

There will be a low impact for customers (residents) but some impacts internally for services and for partners. Impacts for services and partners will be communicated via refreshed Service Level Agreements where appropriate or refreshed strategy action plans.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5.6 FTE roles in the BIPP service are temporary roles which will cease from April 2023 onwards. These are not part of the £100,000 budget saving identified within this proposal. In addition to the removal of those temporary roles, an additional 2 FTE roles will need be removed from the staffing structure. This reduction in capacity will impact on delivery of all non-legal, non-statutory or non-statutory support services.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Emma Diakou

Date:

28th November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Strategic Procurement Service
Budget reference:	CSD5
Budget reduction proposal:	Review and reduce resources required to deliver Procurement services, reflecting reduced demand as a result of lower overall external spend
Budget saving for this financial year:	£54,000

Description of the proposal:

£24,000 to be saved by reviewing the current Head of Procurement post and sharing with BANES. A further £30,000 saving to be secured through restructuring the Procurement Team and/or identifying alternative funding sources.

Summary of changes:

There is one vacant post within the team, this post is currently the substantive post for an individual who is seconded to a fixed term post that expires in April 23.

Discussions are currently ongoing about continuing funding for the fixed term post which would enable the vacant post to be released to fund the saving. Should this not be possible then we would need to reduce one of the other posts within the team by 22 hours to fund the saving. This will result in the team being able to provide a reduced service.

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Although changes to the way that we support projects will change, this is not anticipated to have any external impact on the councils' customers.

Please describe how you will communicate these changes to your customers.

Not needed as no external impact.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

There is one vacant post within the team, this post is currently the substantive post for an individual who is seconded to a fixed term post that expires in April 23.

Discussions are currently ongoing about continuing funding for the fixed term post which would enable the vacant post to be released to fund the saving. Should this not be possible then we would need to reduce one of the other posts within the team by 22 hours in order to fund the saving. This will require a consultation with support from HR to identify the posts and individuals that are potentially affected.

5. Consolidation savings

Please complete only 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
N/A	
Total	

6. Review and Sign Off

Service Manager Review

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Mark Roddan

Date:

1st December 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Communications
Budget reference:	CSD6
Budget reduction proposal:	Review of the Comms Team and release capacity from vacant post
Budget saving for this financial year:	£35,000

Description of the proposal:

The saving will be achieved by not filling a vacant post.

Summary of changes:

While the review will aim to achieve better alignment to corporate goals through team structure, there will no change to the amount of resource within the team.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Given that we have never filled the post that is now being deleted there will be no immediate customer impact. However, the team's ability to deliver all its objectives will be limited, potentially leading to less effective communications with the residents of North Somerset. We will continue to deliver on our commitments to support equality groups.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

Impact is pressure on team through not filling post, this will be monitored regularly through team meetings and one to one discussions.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

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

Service Manager:

Vanessa Andrews

Date:

29th November 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

Service area:	Marketing and Communications
Budget reference:	CSD7
Budget reduction proposal:	Reduce the number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities
Equality impact assessment owner:	Vanessa Andrews
Assistant Director/Director sign off:	Amy Webb
Review date:	June 2023

Budget Ref.	Budget Reduction Proposal	Budget Reduction £			Staffing Reduction (FTE) 2023/24
		2023/24	2024/25	2025/26	
CSD7	Reduce printed edition of Life magazine from three to two per year, and increase income opportunities	£39,000			0

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

Staff Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

1. The Proposal

1.1 Background to proposal

Life magazine is delivered to about 104,000 households across North Somerset so continues to be one of our important channels of communication. However, paper and distribution costs are rising rapidly so each edition is costing more and more to produce. Reducing to two issues a year would help mitigate this and save the council money.

This could mean that our customers have less access to council news. However, we will continue to grow and develop our digital e-newsletter version and other communications channels. The digital newsletter currently goes out to about 75,000 email addresses monthly and regularly has an open rate of about 45 per cent. We will continue to gather email addresses where possible to increase this digital growth, as well as developing the North Somerset Life web microsite.

1.2 Please detail below how this proposal may impact on any other organisations and their customers

Within the magazine we often run articles/adverts promoting different organisations and charities throughout North Somerset, and the services they provide. There would be less opportunity for these to appear if we only have two issues. However, these articles could go within the digital Life newsletter instead.

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?

Throughout the years we have asked questions about readership via the Citizen's Panel, and previously through Place Surveys and the BVPI General Survey.

Data from the most recent survey (autumn 2021 Citizens Panel) tells us that printed Life has a regular readership of 56 per cent of adults (reading every issue) and 87 per cent reading it at least once a year. Only 14 per cent are lapsed readers or never read it. There is a 'Life effect', whereby readers have

clearly felt better informed about council activity than non-readers.

In the same survey we asked residents for their view on the frequency of publication at three times a year. 64 per cent said this was just right, 24 per cent said it wasn't often enough and 12 per cent said this was too often.

When asked about the usefulness of a series of named sources, NS Life magazine ranked third highest with 80 per cent of respondents saying they found it very or fairly useful.

However, when asked how they'd like to get updates about public life in North Somerset 34 per cent stated a regular email newsletter while 18 per cent said a regular free magazine to the door.

We currently produce large print and audio editions of the magazine for visually impaired people. The audio editions are also available through a talking news service via Alexa devices. By reducing to two issues, visually impaired residents will have less regular news/information about council services in these formats.

We also expect there to be a medium negative impact for people on lower incomes, who might have restricted digital access and therefore prefer a printed copy through the door and will potentially have less access to our alternative sources of information.

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 autumn 2021 Citizens' Panel data referenced at 2.1 above also tells us the following about the magazine:

People aged 65 and over were most likely to say the frequency was just right (68 per cent of respondents).

Disabled people (34 per cent) were more likely to say the frequency wasn't often enough.

People aged 65 and over also told us that their preferred method for council news was a regular email newsletter (45 per cent).

Disabled people told us that they preferred an 'as-it-happens email-update to your phone, tablet/iPad, computer or similar' (50 per cent).

So, while we know the magazine is popular and read by older and disabled people, we also know they have an appetite for digital news.

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

The data from the panel does not give us information about council information preferences for people whose ethnicity is described as non-white. However, we have had a conversation with a representative from the North Somerset Race Equality Network and offered to meet with them during the year ahead (before frequency reduces) to explore routes to better meet the council news requirements for people from different ethnic groups.

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

We have conducted research through the Citizens' Panel – as shown above. This proposal was shared with the Equality Stakeholder Group on 12 January 2023, they made the following, helpful comments:

Comment	Response
<p>When consulting on communication matters the Citizen's Panel is not the most effective as by its nature it is made up of people who are happy to engage with the council online.</p>	<p>The council comms team has offered to meet representatives from equalities groups in the coming year to explore together opportunities to improve communications methods.</p> <p>Work continues to ensure our Citizens Panel and other sources of consultation are as inclusive as possible.</p>
<p>The Council should consider the cumulative impact of this alongside changes such as a reduced number of face-to-face appointments and the ability to 'drop in' to Council gateways. This will have a particular impact on disabled people, those from BAME groups and older people.</p>	<p>In discussion with the consultative group, we agreed that the council services featured in council news should be able to provide more support and print information out and post it to those who are unable to access information digitally.</p> <p>We recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally</p>

	<p>excluded customers through other channels such as telephony and face-to-face.</p> <p>We understand that we have a duty to provide reasonable adjustments for those who can't. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don't have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.</p>
<p>The EIA should consider the impact on those who are on a low income and who may not have access to data to seek council information online.</p>	<p>In consultation with the equalities group we agreed that we would make information available in libraries to signpost to 'eLife' – e.g. website on the home screen of the public access computers so people can keep up to date when they go online at libraries (free access to internet)</p>
<p>The EIA includes a lack of information/knowledge about how North Somerset's ethnically diverse population are accessing council information.</p> <p>Consider how you will grow the readership of eLife amongst equality groups.</p>	<p>Marketing and Communications Team to link with equality groups to try and understand the impact/actions in more detail.</p>
<p>Make it explicit within the EIA that alternative formats of Life will continue to be provided.</p>	<p>Noted.</p>

Make sure that eLife always has an alternative way to contact the council for more information, for example by signposting people to the council's switchboard so they can contact key services.	We agreed that in both printed Life and eLife we will signpost to how people can contact the council (switchboard) if they would like help to access additional info about any of the subjects covered.
Consider how we can use council spaces including libraries to raise awareness of the information shared in eLife	We will include this as a mitigation within the EIA and review the best way to do this.
Consider venues where North Somerset Life could be distributed, for example in community living rooms, The Other Place, The Advice Shop etc.	We have already begun to compile a list of potential venues and will contact them to see if they would like to receive paper copies.
The size of the font in digital comms needs to be reviewed to ensure it is accessible to a wider audience	We will review this as there may be a simple way of adding an option to enable the site user to adjust the font size to suit their needs, or to increase the size for all.

2.5 What has this told us?

Please see above, actions have been included within our mitigation plans below.

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

Through implementation, we will develop the magazine to tailor more of the content towards groups who may be adversely affected by the reduction in frequency. We will use readership data obtained through the North Somerset Citizens' Panel to inform our thinking.

We still plan to issue three editions in 2023 so any negative impact will be deferred until 2024. We can achieve this as follows:

March 2023 edition - funded from 2022/23 budget

July 2023 edition - funded from 2023/24 budget

December 2023 edition - funded from 2023/24 budget.

This gives us a calendar year to develop our digital channels further and ensure relevant content remains in the paper versions of NS Life.

We will keep developing the e-newsletter, so people can get updates straight to their email inbox, outlining the latest news and information about our services,

We also aim to develop the Life microsite with more features and news, giving us more opportunity to put up-to-date content on there.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

	H	M	L	N	+	=	-	
Disabled people (including consideration of neurodiversity)		x					x	Less frequent access to council news in printed format through the door, large print and podcast
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					x	Less frequent access to council news in printed format through the door
People in particular age groups		x					x	Less frequent access to council news in printed format through the door
People in particular faith groups				x				
People who are married or in a civil partnership				x				
Transgender people				x				

Impact Level				Impact Type			Summary of Impact
	H	M	L	N	+	=	
Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing.				x			

Does this proposal have any potential Human Rights implications?

Yes **No**

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes **No**

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

If 'yes', please describe?

Services across the organisation rely on the magazine to enable them to reach residents for many reasons, e.g.

- to promote behaviour change (e.g. recycle more, healthy behaviours)
- to help provide services (e.g. become a foster carer, become a shared lives carer, volunteering)
- to promote carbon reduction (e.g. home adaptations, travel habits)
- to promote service changes (e.g. festive recycling dates).

With fewer editions a year we will have less opportunity across the council to reach every resident with these important messages.

The Equality Stakeholder Group also commented on the potential cumulative impact of changes to the way customers can access a range of information and services.

We recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally excluded customers through other channels such as telephony and face-to-face.

We understand that we have a duty to provide reasonable adjustments for those who can't. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don't have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.

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?
We will develop the magazine to tailor more of the content towards groups who we expect to be adversely affected by the reduction in frequency. We will use readership data obtained through the North Somerset Citizens' Panel to inform our thinking.	Content in the magazine
We will arrange to meet with representatives from equalities groups during 2023 to develop more opportunities to communicate effectively.	Feedback to the council from equalities groups
We will lessen the impact of barriers to digital news by making paper copies available in other venues and by signposting to eLife in our libraries.	Comms team to confirm annually through visual / phone / email checks.

If negative impacts remain after the above actions have been taken, please provide an explanation below.

We expect the impact to be low after mitigating actions.

Please set out how you plan to communicate these changes with your service users.

Through the magazine.

1. The Proposal

Directorate:	Corporate Services
Service area:	People Services
Budget reference:	CSD 8
Budget reduction proposal:	Realign occupational health and annual leave buy back budgets to current levels
Budget saving for this financial year:	£13,000

Description of the proposal:

This proposal is made up of savings in two areas:

- The re-alignment of the Occupational Health budget to reflect current usage levels. (£3,000 saving)
- An increase in savings generated by the staff purchase of additional annual leave (£10,000)

Summary of changes:

Occupational Health - The occupational health (OH) budget pays for pre-employment fitness checks, occupational health assessments (by nurse and OH Dr), ill health advice (for pension requirements), flu clinics and our Employee Assistance Programme.

No plans are made to reduce any of these services. The budget reduction is manageable within these arrangements. Additionally, we had monies in reserves to help with any medical advice/interventions we may have needed during and post Covid. These monies have been fully released as they were not needed. It is therefore anticipated that the same levels of service can continue within a reduced budget.

Purchase of additional annual leave - The annual leave purchase scheme will remain unchanged. All staff have the option to purchase one- or two-weeks additional leave per year, in two windows. This arrangement will continue unchanged.

Managers have the option to decline the request, however they will be encouraged to approve unless there is significant impact on service delivery. HR will continue to monitor and encourage take-up of the scheme1

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact on our customers as a result of this proposal. In respect of annual leave buy back scheme: requests that will have a detrimental effect on service delivery will not be approved.

Please describe how you will communicate these changes to your customers

Not needed.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Purchase of additional annual leave - All staff have the option to request to purchase annual leave. Take up is monitored however the scheme has not been in operation long enough to determine any impact on particular staff groups, however initial analysis has not suggested any negative impact. Take up of the scheme has been highest in the Adult Services Directorate. A full report of the Annual Leave Purchase Scheme has been undertaken recently.

Take up from the 2022 scheme shows similar numbers between full time and part time staff.

Directorate	Headcount	Purchase	%	P/T 1wk	F/T 1wk	P/T 2wk	F/T 2wk

Adult's Services	374	10	3	4	2	2	2
Children's Services	504	6	1	2	4	0	0
Place	598	6	1	3	2	0	1
Public Health & Regs	101	3	3	1	1	0	1
Corporate Services	213	6	3	2	4	0	0
Totals	1790	31	2	12	13	2	4

Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed? Yes **No**

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

N/A

Service Manager:

Su Turner

Date:

25th October 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Corporate Services
Service area:	Legal & Democratic Services
Budget reference:	CSD9
Budget reduction proposal:	Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income.
Budget saving for this financial year:	£21,000

Description of the proposal:

Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income.

Summary of changes:

Following retirement of one of the post holders (job-share split) of the Chief Executive Secretary & Team Leader post the team structure has been reviewed and a revised structure implemented, allowing release of part of a post (vacant).

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Change will not impact customers – service to be delivered to maintain services levels as previously

Please describe how you will communicate these changes to your customers

Main customers are internal staff in the Senior Leadership Team, and they have been consulted and advised.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Post of retired post holder deleted from establishment. Impact on team to be monitored through team meetings and in one-to-one discussions.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Change already implemented and in-year savings contributing to 2022/23 budget position

Is a further detailed equality impact assessment needed?

Yes

No

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

N/A

Service Manager:

Nicholas Brain

Date:

21st November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Support Services
Budget reference:	CSD10
Budget reduction proposal:	Review and reduce the resources required to deliver a range of internal support services such as ICT support and project management and external contract costs for bought in services. Seek further income from trading opportunities and project management activity.
Budget saving for this financial year:	£120,000

Description of the proposal:

The proposal adjusts the team structure and provides budget reductions for digital development and other small budget reductions.

Summary of changes:

The proposal removes the vacant ICT Asset Officer post from the structure with elements of the key functions being allocated to other members of the Service. Shift the basis for one Project Management post to being 100% reliant on income generation (please note: income generation will be delivered across the three project posts). Reduces the existing digital development budget (one development cycle from eight delivered each year) and other small budget reductions.

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

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type				+	=	-
	H	M	L	N			
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact on customers because of this proposal.

Please describe how you will communicate these changes to your customers

Internal customers of the ICT Projects service will be made aware via Directorate Engagement Boards that council resources will be used alongside Agilisys resources and will reduce the project costs.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Three project posts within the Service will be required to trade their services to support the recording of time and recharging of costs linked to the projects supported by the team. It is intended that resources will be allocated and recharged to major transformation projects as delivered during the year.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

While the scope of digital development activity will be reduced by 12.5%, prioritisation and activity will continue to focus on the development of the council's website with consideration given to how changes will impact customers based on each development.

Is a further detailed equality impact assessment needed?

Yes **No**

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

n/a

Service Manager:

Stuart Anstead

Date:

29th November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Support Services
Budget reference:	CSD11
Budget reduction proposal:	Reduce printing costs and equipment leases, reduce physical document storage costs
Budget saving for this financial year:	£10,000

Description of the proposal:

Reduction in printing costs because of staff printing less.

Summary of changes:

Reduction in physical printing costs associated with the corporate Multi-Functional Device (MFDs) estate by reducing overall demand and the removal of physical devices (MFDs).

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

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The 'new ways of working' project which is derived from the Accommodation Strategy will reduce the occupied office space and establish new hybrid working arrangements. Therefore, staff are now printing lower volumes of hard copy documents as they become accustomed to working digitally. This proposal will not have an impact on our duty to print accessible formats for staff and customers.

Please describe how you will communicate these changes to your customers

The Accommodation Project will include change management resources to communicate the new office environment and expected operating model.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.
n/a

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This change is formalising the reduction in printing demand since the workforce has been working remotely due to Covid.

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Stuart Anstead

Date: 29th November 2022

1. The Proposal

Directorate:	Corporate Services
Service area:	Support Services
Budget reference:	CSD13
Budget reduction proposal:	Increase income from Carelink users – aligned to inflation
Budget saving for this financial year:	£10,000

Description of the proposal:

Increase Carelink costs by 1.75% above the normal level of indexation to cover increased costs.

Summary of changes:

Increase the service cost by 1.75% above the normal annual increase which is linked to the NJC pay award and Retail Price Index to create additional growth in income. The current full weekly charge is £5.48 or £285.74 annually, customers in receipt of pension credits pay a subscription which is 50% of the full-service cost, therefore the annual costs are £143.87.

The likely total indexation including the additional 1.75% (the subject of this EIA) is forecast to be 10.1%. for 2023/24. Hence, the total annual increase in costs are estimated at £28.86 for the full service or £14.43 for the half price service. Included in these values are the increases which are directly linked to this increase in CareLink cost by 1.75% which equate to £5.00 or £2.50 for the half price service.

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

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Customers will be required to pay an elevated cost for the CareLink service which will have an impact on customers, specifically those with a low income. Currently the estimate is an increase of 10.1% on the existing service cost. The scheme already has a discounted tariff/subsidised rate for customers in receipt of benefits, this will continue but there will be a modest increase in the cost of the service.

The service currently generates income of over £500,000 per annum.

By 2024 the service will be required to migrate completely to digital devices which whilst providing enhanced services to customers, will have higher delivery costs.

Please describe how you will communicate these changes to your customers

The increased fees will be published in the council's annual fees and charges booklet and notifications will be sent to all existing customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Corporate Services
Service area:	Support Services
Budget reference:	CSD14
Budget reduction proposal:	Implement a range of changes and cuts to the Support Services Contract through reductions to the scope and scale of services and capacity available to the council. Areas of change include Facilities, Digital Support, Cash Collection, Revenues and Benefits, Accounts Payable, Carelink and ICT
Budget saving for this financial year:	£133,000

Description of the proposal:

Reduction in Agilisys contract costs linked to service efficiencies.

Summary of changes:

Reduction in Agilisys contract costs to align the contract with changes in demand and non-essential services:

- **Facilities Management** will provide a saving linked to the reduced occupation of Castlewood and the associated cleaning costs.
- Lower **cash collection** costs are linked with the implementation of the Cashless council initiative, which will see a reduction in the volumes of scheduled collections from parking machines.
- The **Benefits service** will experience a continued reduction in caseload volumes linked to the migration of working-age benefits cases to the DWP and Universal Credit.
- Efficiencies in **Accounts Payable** service will enable a reduction in contract costs.
- The new case management system for **CareLink** will provide efficiency savings via a reduction in the contract price.
- A small reduction in the revenue budget for the provision of the **Welfare Support** scheme will be offset by an increased level of external welfare funds, such as the Household Support Fund which will provide an estimated £2.6m for local residents in 2023/24.

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

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Savings will be achieved via service efficiencies, reduced demand or the provision of a new external service or funding. For example, Universal Credit will be administered by the DWP & the Welfare Provision Scheme will see an increase in available funds from external sources to support vulnerable residents.

Please describe how you will communicate these changes to your customers

Benefits customers who transition across to Universal Credit will be notified and engaged as part of the benefits process. Other service changes will not impact customers directly.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.
n/a

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Most of the changes will not impact customers directly because demand has changed.

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?	n/a	

Service Manager: Stuart Anstead
Date: 29th November 2022

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Finance Service
Budget reference:	CSD17
Budget reduction proposal:	Undertake a review of the Finance Service to evaluate core areas of responsibility, reduce the scope and scale of services currently provided and efficiencies.
Budget saving for this financial year:	£103,000

Description of the proposal:

Implement a series of proposals that ensures that the Finance Service can reduce its net cost by up to 10%.

Summary of changes:

It will be necessary to undertake a complete review of the Finance Service to evaluate core areas of responsibility and its current cost base to make a series of recommendations which reduce the net budget by approximately 10%.

This process will therefore assess the resources used to deliver the service, i.e. review of internal staffing, external contract support and also system type costs, linking them to deliverable outputs and functions used by services across the organisation as well as by other stakeholders.

Recommendations will aim to ensure that back-office processes such as system generated downloads, reports and working papers are as efficient as possible and that the introduction of new systems will unlock future savings, although it should be recognised that cost reductions of up to 10% cannot be delivered purely through efficiencies and so there will need to be reductions in both the scope and scale of Finance related services available to the council.

Given that this proposal will result in lower levels of capacity it does mean that services and functions will need to be prioritised and focus will be given to statutory functions and priority areas of the council. The review will also ensure the remaining services are deliverable within reduced capacity levels and that any revisions are

clearly shared and communicated to both staff and service users.

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

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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





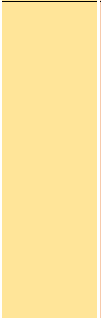

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that this proposal will have a notable impact on our customers.

- Internal customers – may not receive the same levels of services as now
- External customers – similarly may not receive the same levels of service as now or within similar timescales

Please describe how you will communicate these changes to your customers

There is no need to communicate externally, internally customers will be notified of any change in service levels so they can plan accordingly.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Until the review has been completed it is not possible to confirm the outcome or describe the impact in detail however an initial assessment has been made which shows there are currently 45.01 budgeted fte within the Finance Service.

Staff consultation is underway in accordance with the council's HR processes and customers will be advised of the revised service offer.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?	n/a	

Service Manager: Melanie Watts
Date: 24th January 2024

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Office Accommodation
Budget reference:	CSD19
Budget reduction proposal:	Align income budget from tenants to current levels at Castlewood and reduce premises related costs within office accommodation sites by 10% e.g., paper supplies, maintenance etc
Budget saving for this financial year:	£235,000

Description of the proposal:

To reduce the expenditure budgets associated with the council's operational office buildings and to realign the income budgets current levels

Summary of changes:

Review of existing costs and reduction in current provision to align to core service offer. Ensure that income is received from current tenancy arrangements.

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

Yes **No**

If yes, please insert reference number and year of assessment?

CSD S7 – reduction in building costs

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally.

Please describe how you will communicate these changes to your customers

Users of the building should not experience any significant changes; all health and safety and accessibility measures will be retained.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily. Although there are no posts effected by this proposal, the council's New Ways of Working will impact upon the way that our employees work, any equality impacts of this are being given careful consideration through the development of the Council's Accommodation Strategy.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Melanie Watts

Date:

13th November 2022

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Commercial Investments
Budget reference:	CSD20
Budget reduction proposal:	Reduce budgets associated with the Sovereign Centre including the removal of resources set-aside to fund the capital financing costs of potential future investment and contract management costs
Budget saving for this financial year:	£290,000

Description of the proposal:

Reduce budgets associated with the council's commercial investment portfolio including the external management and support contract costs for both sites as well as specific provision currently included within the base in respect of the Sovereign Centre. This sum was initially set aside to fund the capital financing costs of potential future investment in the site, whereas new investment will be required to satisfy a business case demonstrating a cash-able pay-back which would be sufficient to cover such costs.

Summary of changes:

The council will be required to scope the revised requirements which are to be delivered by asset managers who currently provide strategic oversight and direction of these assets on behalf of the council.

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

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally.

Please describe how you will communicate these changes to your customers

There should be no impact on customers either internally or externally.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There should be no impact on staffing.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Melanie Watts

Date: 13th November 2022

Medium Term Financial Plan

Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Corporate Finance
Budget reference:	CSD21 and CSD22
Budget reduction proposal:	CSD21 – Increase income from external investment activity largely as a result of higher interest rates CSD22 – Reduction in debt costs and charges (Avon Loan Debt and Revolving Infrastructure Fund)
Budget saving for this financial year:	£910,000

Description of the proposal:

The council will seek to achieve a net reduction in the amount it pays for its capital financing costs and increase the investment yields it achieves on its external investments.

Summary of changes:

The council currently generates interest on its surplus cash balances by investing these sums in accordance with the approved treasury management strategy – it is anticipated that more income could be generated through a combination of rising bank interest rates and changes within levels of cash-flow and the portfolio mix.

The council has a series of long-term loans which have been taken out in previous years to finance expenditure charged to the capital programme, which are largely fixed in terms of both interest rate and repayment period. The revenue budget is charged with the associated capital financing costs, which include the annual interest payable to the lender, as well as a sum set aside in respect of the repayment of the principal sums. The council is also responsible for a share of the long-term debt balance for the former Avon County Council, which is managed by Bristol City Council. Both debt balances show that some loans will mature in future years which will reduce the charge to the annual revenue budget.

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

Yes **No**

If yes, please insert reference number and year of assessment?

CSD S8 and CSD S9

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

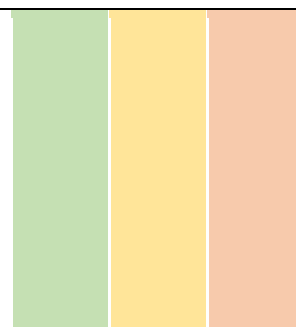
+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.

Please specify:

X



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally

Please describe how you will communicate these changes to your customers

n/a

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Melanie Watts

Date: 24th January 2024

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Corporate Finance
Budget reference:	CSD23
Budget reduction proposal:	Reduction in former employee pension costs
Budget saving for this financial year:	£30,000

Description of the proposal:

To reduce the expenditure budgets associated with Former Employees.

Summary of changes:

The council's revenue budget currently has provision of approximately £1.5m to cover the costs associated with employees leaving, or those that have historically left the organisation.

The majority of the budget relates to ongoing pension related costs of former employees, and it is this cost which reduces naturally over time as the council's obligations cease. The savings proposal does not relate to a change in policy or approach, it reflects the realignment of the budget mapped to actual levels of cost.

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

Yes No

If yes, please insert reference number and year of assessment?

CSD S6 2022/23 Reduction in pension costs

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There are no specific equality impacts assessed for specific users or groups.

Please describe how you will communicate these changes to your customers

There are no specific equality impacts assessed for specific users or groups.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager: Melanie Watts

Date: 13th November 2022

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Cross cutting
Budget reference:	CSD24
Budget reduction proposal:	Annual uplift to fees and charges to cover inflationary cost of services - Corporate
Budget saving for this financial year:	£36,000

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for 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 local 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 2023 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services. This specific savings proposal relates to those fees and charges that are levied within the Corporate Services Directorate.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, it reflects the average increase in income budgets that is realistically feasible to achieve, and well as the average level of increased costs that the council will incur. This budget saving sum will be shared across all relevant service area budgets within the directorate.

Please note, that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled within the papers, so that it

is possible to review the individual impacts of such proposal as these could be different for each service.

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

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a







2. Customer equality impact summary

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

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example.

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager:

Melanie Watts

Date:

13th November 2022

1. The Proposal

Directorate:	Children's Services, Place, Corporate Services
Service area:	All Areas
Budget references:	CH05, CSD25 , PD39
Budget reduction proposal:	Increase vacancy management target within Corporate Services staffing budgets
Budget saving for this financial year:	£245,000 PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred as a result of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only 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

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Katherine Sokol

Date:

6 January 2023

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Place – January 2023

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1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD1
Budget reduction proposal:	Increase recycling materials income budget
Budget saving for this financial year:	£900,000

Description of the proposal:

Increase recycling materials income budget to reflect the upward trend of the market which has seen higher prices paid for the various recycling streams collected at kerbside and at the recycling centres.

Summary of changes:

This is a market driven increase plus it has been facilitated by the work NSEC have done in their processing and treatment of material at the transfer station and in maximising prices paid by off-takers or brokers through their negotiation.

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

No Yes

If yes, please insert reference number and year of assessment?

PD S1

If yes, please describe what steps you have taken to review the equality impacts from previous years?

No impact anticipated as a result of this proposal

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no impact anticipated as a result of this proposal.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes **No**

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

Service Manager: Colin Russell

Date:

26th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD3
Budget reduction proposal:	Garden waste inflationary increase
Budget saving for this financial year:	£150,000

Description of the proposal:

Increase garden waste subscription charge from £50 to £55 per year.

Summary of changes:

Increase garden waste subscription charge from £50 to £55 per year. This is a 10% inflationary increase

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Impact on residents on low incomes. Residents on council tax support will continue to receive the same percentage of discount.

Discounted compost bins will continue to be offered.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager: Colin Russell
Date: 26th November 2022

1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD4
Budget reduction proposal:	Garden waste optimisation of rounds (Garden waste collected on a different day to other collections)
Budget saving for this financial year:	£50,000

Description of the proposal:

Optimisation of garden waste rounds to acknowledge reduction in numbers of residents signed up and to determine collection day based on maximising round efficiencies. This may result in collections being scheduled on a different day to a residents recycling and residual waste collection

Summary of changes:

Potential change in collection day for residents, which may be different from their recycling and waste collection day.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Possible change in collection day and this may be different for recycling and residual waste collection day. Assisted collections will remain in place.

Please describe how you will communicate these changes to your customers

Email or letter to residents impacted by a day change.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There is a potential for staff impact if crew numbers reduce, overall staff numbers on garden waste rounds may reduce and they will likely be re-deployed to other vacancies. Waste collection staff are employed by NSEC.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?		

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD5
Budget reduction proposal:	Find efficiency savings within the Waste contract – this could include campaigns to improve the sorting of recycling by residents
Budget saving for this financial year:	£150,000

Description of the proposal:

Recycling should be presented within recycling boxes in line with the requirements and information provided within the service leaflet and as outlined in various social media and other communications. Separating out the different materials within the recycling box, allows collection crew to empty the recycling box within 20 seconds, whereas a mixed-up recycling box can take the crew up to 2 minutes to sort out materials and load into the vehicle. This reduction in time, makes the crew more efficient and the different materials will be a higher quality as there is no contamination.

Summary of changes:

There are no changes to how to present the recycling in the container. This proposal is about reinforcing this message to ensure more residents present their recycling as outlines in service materials.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposal is to carry out engagement work with residents on how to sort material within recycling container correctly to maximise productivity of crew. Ongoing assisted collections will continue.

Please describe how you will communicate these changes to your customers

We will reinforce the service messages through the provision of leaflets, door knocking, social media and crew cards. This information will be available in a range of formats.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?		

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD6
Budget reduction proposal:	Refresh and embed a policy to minimise replacement/additional bins/containers
Budget saving for this financial year:	£50,000

Description of the proposal:

The number of new and replacement containers supplied continues to increase and the unit cost of containers has doubled over the last year.

The amount of new developments has put a strain on the container budget and the cost of the resource required to deliver them. This proposal is to seek to charge developers for the supply of a suite of containers for each property being built. Also, to have a more robust policy around the use of unauthorised, additional rubbish bins at some properties (which deters recycling) and ensuring larger bins, that have been previously agreed, are still required by the householder and they're not able to use the standard size bin.

Summary of changes:

Charge developers/residents for the provision of containers

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Overall low impact but could impact on residents on low income who may find it more difficult to pay for a replacement.

Developers would be charged for new containers. This is likely to be a low impact when considering the value of properties being sold – container costs would be minimal.

Please describe how you will communicate these changes to your customers

We will notify residents through North Somerset Life articles, Press releases, e life, social media etc.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD7
Budget reduction proposal:	Campaigns to increase recycling and reduce disposal costs
Budget saving for this financial year:	£50,000

Description of the proposal:

Run a campaign to reduce waste and increase recycling. This will be in a limited area, rather than authority wide. This will allow possible use of an additional container which will allow more materials to be separated.

Summary of changes:

There are no changes to how to present the separated-out materials for recycling but it's likely the campaign will trial an additional container (sack) for cardboard which will assist in keeping cardboard and glass separate. At the present time both materials are in the same container and can become mixed, which causes contamination and can damage the baler unit at the recycling transfer station (glass is an abrasive). The campaign will also reinforce the other recycling messages that are within the service leaflet and promoted on social media and North Somerset Life.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?		

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

Directorate:	Place
Service area:	Recycling & Waste
Budget reference:	PD9
Budget reduction proposal:	Income from public surveillance cameras and private CCTV monitoring
Budget saving for this financial year:	£10,000

Description of the proposal:

Our CCTV system is now fully digitised, as a result it is more flexible and allows easier deployment. This means we can start to look at marketing our CCTV service to other stakeholders throughout North Somerset.

Summary of changes:

Expansion of the use of the CCTV service to allow provision of services to other stakeholders.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is in respect of generating income. It will not have an impact on the current level of service provision for residents and visitors in North Somerset.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Colin Russell

Date:

2nd December 2022

1. The Proposal

Directorate:	Place
Service area:	Safer Communities
Budget reference:	PD10
Budget reduction proposal:	Fixed Penalty Notice (FPN) Revenue for Anti-Social-Behaviour & CCTV used to issue FPNs for Highways and Public Protection Order and review funding models for Community Response
Budget saving for this financial year:	£50,000

Description of the proposal:

CCTV will be involved in issuing of FPN for highways and public space protection order breaches. FPN's will be issued by community response officers and environmental enforcement company for anti-social behaviour offences.

The review of funding models for Community Response proposal will be considered in 2024/25.

Summary of changes:

Community response officers and the environmental enforcement company already issue FPN's for anti-social behaviour. The use of CCTV to do the same is a new addition and will allow for greater coverage of the area.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:							

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

FPN's are already issued by Community Response Officers and the environmental enforcement company. The introduction of CCTV to also issue FPN's is an extension of an existing process. It is not expected that there will be any equalities impact because of this proposal.

Please describe how you will communicate these changes to your customers

The changes are an extension to who issues FPN's and will be included within our enforcement policy

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

25th November 2022

1. The Proposal

Directorate:	Place
Service area:	Open Spaces, Natural Environment and Leisure
Budget reference:	PD11
Budget reduction proposal:	Realign income budgets for leisure centres to current usage levels
Budget saving for this financial year:	£15,000

Description of the proposal:

Reduce budget for free access to leisure centres for Armed Forces personnel and their families (where eligible) to match usage levels.

Summary of changes:

Analysis of the numbers of people that use this scheme has been carried out and the budget has been reduced to reflect actual usage.

Memberships issued to forces personnel who reside in North Somerset has been reducing over the past three years, by about one third, from 162 passes issued in 2020 to 106 in 2022.

Reduced take up of the scheme is reflected in a lower take up of activities. For example, there were only 260 sessions undertaken in 2020/21, 232 sessions in 2021/22 and, to date, in 2022/23 555 sessions have been delivered. These numbers are considerably lower than the proposed new budget which has been set to cover a 50% increase in current use.

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

Yes No

If yes, please insert reference number and year of assessment?

DE15 – 2021/22

If yes, please describe what steps you have taken to review the equality impacts from previous years?

In 2021/22 a full consultation with members was conducted and a revised scheme

offered to eligible members of the Armed Forces Community. This offer remains but as above take up is lower than budgeted for.

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Users who are currently benefiting from the scheme will continue to be able to access the relevant leisure centre activities for free

Please describe how you will communicate these changes to your customers

This will not be communicated because the current users of the scheme will not experience any change.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Open Spaces, Natural Environment and Leisure
Budget reference:	PD12
Budget reduction proposal:	Make permanent the existing closure of Churchill Sports Centre
Budget saving for this financial year:	£117,000

Description of the proposal:

Make permanent the closure of Churchill Sports Centre

Summary of changes:

- Churchill Sports Centre's future has been subject to extensive engagement with our Executive, local ward members, parish councils in the area and local stakeholders with all options having been explored.
- Regrettably, we have reached the conclusion that the only affordable option is the permanent closure of the pool and studio.
- No affordable options have been identified by the council nor the local community to reinstate services that have been closed for the past two and a half years.
- However, the sports pitches and sports hall remain available for community use as they have done throughout the closure period, operated by Churchill Academy.
- Discussions are under way about the future of the asset and we will share more information on this when we're able to.

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

Yes **No**

If yes, please insert reference number and year of assessment?

DE5 2021/22

If yes, please describe what steps you have taken to review the equality impacts from previous years?

This proposal was in relation to the temporary closure of Churchill Sports Centre following the pandemic with the aim that a sustainable solution for the sports centre would be found enabling it to re-open. The consideration of equality issues such as access to sports facilities for disabled people was included in the discussions.

2. Customer equality impact summary

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

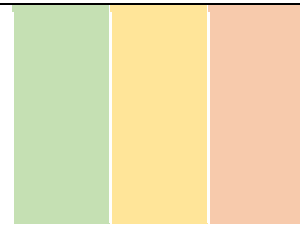
Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

Impact Level	Impact type				Impact type		
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed			X				

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Churchill Sports Centre has been closed for the past 2.5 years meaning that the facility has not been available for use by anyone since then. The confirmation of the permanent closure of the centre will not change this situation. It is expected that previous users have found alternative venues and opportunities for leisure activities.

An EIA was completed in 2020 which identified the following user group profiles although it is not possible to know if these are still relevant as there are no centre users to evaluate.

Age Group	NSC Percentage	Churchill SC User Percentage
60+	30.0%	13.3%
50-59	14.3%	12.7%
40-49	12.9%	14.6%
30-39	11.4%	7.7%
18-29	11.0%	12.3%
17 and under	20.3%	39.4%

As this shows there was a higher impact on those aged 17 and under in terms of these user profiles. This can be associated with the number of swimming lessons that are held on the site compared to other membership types. The total number of members that the above figures are related to is 742 of which 172 were swimming school members. There are other pools that provide swimming lessons, and it is assumed that people are travelling to these alternative locations such as Hutton Moor in Weston super Mare and Kings of Wessex in Cheddar to get their swimming lessons.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Open Spaces, Natural Environment and Leisure, Seafronts and Parks
Budget reference:	PD13
Budget reduction proposal:	Seafront staff review
Budget saving for this financial year:	£40,000

Description of the proposal:

This review includes consideration of Seafronts and Parks Staff and alterations to staff structure related to the Tropicana and Bay Café's interim operation.

This will link to the Tropicana/Bay Café MTFP Proposals. (PD14)

Summary of changes:

It is proposed to restructure the Seafronts team.

The changes are required following a management review of operational arrangements and will ensure sufficient and suitable levels of management are maintained across 7 days of service delivery.

The current structure does not enable a planned and effective approach to ensuring managers and team leaders are consistently available at key times. Current practice relies on the goodwill of managers and team leaders to be regularly available out of hours; and managers are regularly required to work additional hours during evenings and weekends. Whilst this is an accepted part of their roles during large scale events and extreme periods of high visitor numbers it has become the norm. Reliance on managers and team leaders to undertake out of hours working detracts from the core function of their roles and places an unfair burden on the work life balance.

The restructure will create a robust core of managers and leaders that are supported by flexible and responsive teams.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

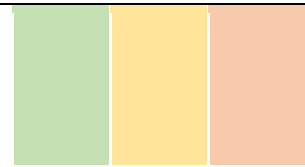
Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed				X			

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is about creating a new staff structure and will have no impact on users' experience of the seafront or Tropicana.

Please describe how you will communicate these changes to your customers

This is a staffing change and will not therefore be actively communicated.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Overall 6.8 posts will be deleted

- 3.8 x permanent, filled posts will be deleted
- 3 x FTE (vacant posts) will be deleted from the Bay Café

Overall 3 x new permanent FTE posts will be created

3 x FTE will have minor amendments to duties

1 x 0.8 FTE will be funded by the Bay Café Operator until October 2023 following which the post will be TUPE transferred to the Café/Tropicana operator.

Overall 1 x FTE post (filled) will be deleted.

This staff review will be conducted with the support of HR ensuring that all staff consultation requirements are met.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Libraries and Community
Budget reference:	PD14 (a)
Budget reduction proposal:	Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café
Budget saving for this financial year:	This EIA relates to the savings proposed for Somerset Hall is £39,000

Description of the proposal:

Review the commercial model for Somerset Hall, Portishead including investigating the transfer of the lease to community management.

Summary of changes:

Review the commercial model and make recommendations. Consider whether to transfer the lease of Somerset Hall to community management, taking into account Schedule 5 of the lease that outlines the permitted use of the Hall i.e. a “public hall for education and recreational purposes”. Also, that whoever takes on the assignment of the lease understands that they take on responsibility for the maintenance of the plaza area of The Precinct and that they can satisfy the landlord that they have the capabilities of fulfilling this obligation.

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

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Community use of the Hall is a condition of the lease. Transferring the lease to another party located in the community should safeguard community use of the space. Transferring the lease to another party with increased capital to invest in the site may improve the space for use by the whole community.

Please describe how you will communicate these changes to your customers

A consultation will take place with those groups currently using the Hall and the wider community to ensure that any impacts are understood and mitigations identified. A communications strategy will be developed as part of the transformation.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

This is not yet fully understood and will be dependent on the way forward for Somerset Hall.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed?	Yes	No
If 'yes', when will the further assessment be completed?		

Service Manager:

Emma Wellard

Date:

13th December 2022

1. The Proposal

Directorate:	Place
Service area:	Open Spaces, Natural Environment and Leisure
Budget reference:	PD14 (b)
Budget reduction proposal:	Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café
Budget saving for this financial year:	This EIA relates to the savings proposed for the Playhouse Theatre £25,000

Description of the proposal:

Divest/Transfer the Playhouse to third party management:

Summary of changes:

The Council has a contract with Parkwood Theatres to manage the Playhouse theatre. Parkwood are responsible for the day-to-day management of the building as well as organising, funding and delivering the programme of shows held at the theatre. This proposal is to update the contract so that Parkwood take on a full repairs lease of the building. This will mean the Council can save its repair and maintenance budget.

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

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal relates to an administrative change to the way in which the building is managed not to the programme of events or the structure of the building.

Please describe how you will communicate these changes to your customers

No communication needed as no impact on customer experience.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

No

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

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Open Spaces, Natural Environment and Leisure
Budget reference:	PD14 (c)
Budget reduction proposal:	Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café

Budget saving for this financial year: This EIA relates to the savings proposed for the Tropicana and The Bay Café: £184,000

Description of the proposal:

Divest/Transfer the Tropicana and Bay Café to third party management:

Summary of changes:

The Council is seeking Expressions of Interest from third party organisations to manage the Tropicana and Bay Café. The Council is looking for interest from private or charity sector organisations and is flexible in what such services might be, subject to delivering the objectives of the Placemaking strategy.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal will create a new supplier for services provided at the Tropicana and Bay Café. However, the new provider would have to deliver services that meet the Placemaking objectives, and as these are already being delivered by the Council, no change is anticipated.

Please describe how you will communicate these changes to your customers

Any changes to the services provided at the Tropicana will be communicated through North Somerset Life, social media etc.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Any new providers will be required to TUPE transfer the staff to their employment

- 0.8 x FTE The Bay Café
- 1.8 x FTE Tropicana Events

A review of the associated Seafronts and Parks Structure is as a separate MTFP proposal 'Seafront staff review' (PD13). The posts above are the remaining posts required to operate The Tropicana and Bay Café until the future deliver method is determined.

5. Consolidation savings

Please complete only 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

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Libraries and Community
Budget reference:	PD15
Budget reduction proposal:	Reduce the budget for curatorial service
Budget saving for this financial year:	£5,000

Description of the proposal:

Reduce the budget for the curatorial service by £5,000, specifically removing the budget for conference attendance, subscriptions, advertising, and fees, which were last spent in 2017. The curatorial service is now outsourced to the Southwest Heritage Trust and therefore this element of the budget is no longer required.

Summary of changes:

£5,000 to be removed from the curatorial service budget.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The budget has been unspent for the last 4 years so no impact on customers is anticipated.

Please describe how you will communicate these changes to your customers

No communications will be needed as no customer groups will be affected.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

None

Is a further detailed equality impact assessment needed? Yes No

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

n/a

Service Manager: Emma Wellard
Date: 15th November 2022

1. The Proposal

Directorate:	Place & Adult Social Services
Service area:	Home to School Transport / Community Meals
Budget reference:	PD17
Budget reduction proposal:	Establishment of a single, council-wide transport function and improved commissioning
Budget saving for this financial year:	£50,000

Description of the proposal:

The Integrated Transport Unit (ITU) proposes to extend its current delivery model by further integrating the transport related functions, structure and rationalised resources that are currently independently commissioned within North Somerset Council's Community Meals service.

The ITU has successfully piloted the integration of Community Meals and Home to School Transport Services which work seamlessly together, providing financial, sustainability and environmental benefits, whilst also de-risking the services and supporting business continuity.

The next stage is to bring forward a staff consultation with both Home to School Transport (HTST) and Community Meals operational staff. Informal staff briefings have already taken place.

Summary of changes:

- The ITU will be acting as a Transport Commissioning model for drivers / vehicles / route planning. Adult Social Services are to be responsible for all other service requirements for Community Meals i.e., policy, meal planning, budgets etc
- Initial cost mitigation of £81k identified. However, community meals budget was overspent by £80k in 2021/22 so this is a cost mitigation rather than a bankable MTFP saving at this point – there are no known mitigations for the overspend in adult services.
- Possible redundancy payments, however, we aim to retain all staff and have considered current contractual hours.

Is this a continuation of a previous medium-term financial plan saving? No

If yes, please insert reference number and year of assessment? N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years? N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

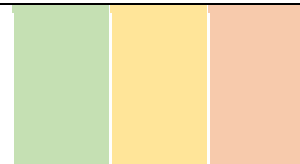
H = High, M = Medium, L = Low, N = None

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Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed				X			

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is anticipated that the council's customers will not see any impact as a result of this proposal. The proposed new approach to delivering the service means that we can mitigate service losses and improve service delivery across the board through continuity of service and consistency in staff training and resource deployment.

Please describe how you will communicate these changes to your customers

Any changes will be following a formal consultation process, which included staff briefings and individual one to ones. We anticipate that there will be no impact to customers as this project is to bolster resilience and consistency within both services. If the project is successful, lines of communication with remain the same for customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There are 17 drivers across Home to School Transport and Community Meals with contracted posts, ranging from 3 – 40 hours per week. This proposal is subject to a staff consultation process, the project endeavours to onboard current staff within a revised shift pattern, however the start and finish times of the shift patterns will be the significant change to the current operational deployment. The shift patterns have been trialled as part of the pilot and was successful in delivery.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

A corporate Transport Commissioning Board has been overseeing the development of this approach since the establishment of the Integrated Transport Unit. This project is a further development of the overall direction and approach to transport commissioning across the Council to ensure a full range of benefits are realised including seamless integration, financial sustainability, environmental benefits and support for business continuity in a high-risk market.

Is a further detailed equality impact assessment needed? **No** Yes

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

Service Manager: Huw Thomas Jones

Date: 13th December 2022

1. The Proposal

Directorate:	Place
Service area:	Home to School Transport
Budget reference:	PD18
Budget reduction proposal:	Re-visit safe walking routes to school
Budget saving for this financial year:	£100,000

Description of the proposal:

Implement additional safe routes to school where viable to reduce the need for transport to be provided and encourage walking to school for health benefits as well as cost reductions to the council.

Summary of changes:

In some locations, where a safe route to school is implemented, children will be able to walk to school rather than have transport provided to them at the expense of the council. This is for children at mainstream schools without special educational needs – a different type of transport assessment applies to children with special educational needs.

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

Yes No

If yes, please insert reference number and year of assessment?

PD S7 – 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

As identified an EIA is completed for each viable safe walking route.

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X		X		X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There would be positive and negative impacts of the change, the level of impact is considered to be low. The positive impacts are that the children and parents will have safe walking routes to and from school which will have a positive impact on physical and mental health. The negative impacts could be that parents and carers may have inflexible working hours and have become accustomed to having the children transported to school may take longer to do the school run if walking. The positive and negative impacts apply to children, their parents with potentially more impact on people on low incomes.

Please describe how you will communicate these changes to your customers

We will communicate with the school community and parents and carers to advise of the installation of the safe walking route and changes to the provision of transport.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
<hr/>	
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** No
If 'yes', when will the further assessment be completed?

Each separate project will have an EIA completed as it progresses throughout 2023/24.

Service Manager:

Gemma Dando

Date:

5th December 2022

1. The Proposal

Directorate:	Place
Service area:	Highways and Parking Services
Budget reference:	PD20
Budget reduction proposal:	Moving traffic violations - Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions
Budget saving for this financial year:	£100,000

Description of the proposal:

Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions.

Summary of changes:

Adopting these powers will allow NSC to enforce traffic contraventions that are enforceable by the police.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No negative impact on road users as the proposals only change who enforces the traffic contraventions.

Positive impact on traffic movement and access as adopting the powers will allow greater enforcement in key areas. Schools zigzags for example.

Please describe how you will communicate these changes to your customers

None planned currently as no impact on road users.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Additional staff will be required to adopt the proposal; however these will be self-funding.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

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:

2nd December 2022

1. The Proposal

Directorate:	Place
Service area:	Highway and Parking Services / Transport
Budget reference:	PD21
Budget reduction proposal:	Bus Lane enforcement
Budget saving for this financial year:	£100,000

Description of the proposal:

Bus lane enforcement at existing bus lane and gate locations. Allocation of bus gate and bus lane enforcement income at the current sites: Odeon (Weston-super-Mare), Red Admiral (Weston super Mare), Commercial Way (Worle) and Queensway (Worle). Income generation is not certain and is reliant on the actions of the general public. 10% of any PCN cost goes to court and DVLA fees.

Summary of changes:

Drivers who use bus lanes in Weston-super-Mare without authorisation may be issued with a Penalty Charge Notice (PCN). Enforcement of bus lanes has the following benefits:

- more free-flowing public transport due to fewer illegally parked or queuing vehicles
- reduced journey times for public transport, encouraging more people to use services
- safer roads with fewer accidents
- improved highway management
- consistency with neighbouring authorities

Area of enforcement cover four bus lanes in Weston-super-Mare located at:

- Queensway bus terminus, Worle - entrance from Commercial way (near McDonalds) and Queensway
- Locking Road - entrance opposite Red Admiral, west bound
- Locking Road - entrance by the Odeon cinema, east bound

The lanes are monitored using Automatic Number Plate Recognition (ANPR) camera systems. The cameras will record breaches and automatically generate Parking Charge Notices (PCNs).

While other bus lanes may not have cameras at the moment those remain under review and should only be used by the appropriate vehicles.

Penalty charge notices are charged at £70, or £35 if paid within 21 days.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X		X		
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The introduction of a more robust enforcement approach to the dedicated road space for public buses, has a wider benefit to those who most rely on the bus as a primary mode of transport, and those who could transition to more sustainable forms of transport in future years. Delays to buses often cause anxiety and impact on the reputation and efficiency of the bus services, this in turn affects those who use it as a primary mode of travel statistically this tends to be the young, older and disabled people, habitually resulting in a higher dependency on single occupancy trips or car ownership, the use of the bus often leads to a greater use of sustainable travel modes such as walking and cycling too.

Please describe how you will communicate these changes to your customers

This scheme has already been consulted through normal scheme engagement processes and is delivered and implemented. This MTFP proposal seeks to assign some of the income from the enforcement to the Council's budget baseline.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The processing of fines associated with any contraventions will require additional resource to manage, this is anticipated in the scheme to be cost neutral and achievable within overall resource levels.

Staff resources will be required to implement enforcement action and will be required to be secured in tandem with delivery of the infrastructure schemes.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Bella Fortune

Date:

6th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Place
Service area:	Highway Technical services
Budget reference:	PD22
Budget reduction proposal:	Realign budget for structure repairs to reflect actual spending
Budget saving for this financial year:	£25,000

Description of the proposal:

Reduce revenue budget for structure repairs to reflect actual revenue spending.

Summary of changes:

Currently due to resource difficulties the revenue budget is not spent in its entirety. This proposal formalises what is already happening. Revenue spending is available for in year emergency repair work as well as non-capitalised expenditure e.g. devegetation of structures and graffiti removal. Reduction of the budget will minimise the ability to carry out proactive repairs if resources ever become available but is currently sufficient to carry out in year emergency repairs.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact as a result of this budget proposal as historically it has not spent.

Please describe how you will communicate these changes to your customers

No communication planned as no impact as a result of the proposal.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Historic budget not spent; this has been the case for many years.

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager:

Darren Gilbert

Date:

7th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Place
Service area:	Major Projects
Budget reference:	PD23
Budget reduction proposal:	Reduce external spend and increase internal spend on the Capital Programme
Budget saving for this financial year:	£200,000

Description of the proposal:

As part of the Councils extensive major projects programme, we appoint consultants to support the teams in the development, management, and delivery of these major projects. The proposal is to divert a small percentage of the fees attributable for professional services to supporting existing council staff in delivering the equivalent service on behalf of major projects so reducing our reliance on external resource and recycling internally fees.

Summary of changes:

There are no changes proposed to existing processes or procedures. The proposal looks at staff delivering the same service from external to internal resource.

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

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no impact or changes within any identified group. The proposal is solely dealing with resource to deliver the same service using the same processes and procedures.

Please describe how you will communicate these changes to your customers

Not needed as no impact anticipated

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Existing staff will accommodate workflows resulting from this proposal. Likely numbers to be determined but will potentially involve several services including economy, legal, procurement for example. Ongoing workloads will be monitored through team meetings and one to ones.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Alex Fear

Date:

23rd November 2022

1. The Proposal

Directorate:	Place
Service area:	Development & Placemaking
Budget reference:	PD24
Budget reduction proposal:	Realign budget for affordable housing income
...	
Budget saving for this financial year:	£28,000

Description of the proposal:

To increase income target from affordable housing

Summary of changes:

The council collects an “enabling fee” for each affordable housing unit delivered (currently £550 per unit).

The council has increased its target for delivery of affordable homes from 150 up to 200 per year. In line with the increase in housing delivery, the income from enabling fees will increase. For an additional 50 units/year this equates to £27,500 per annum.

The fees are well-established and are allowed for in the budgets of Registered Providers (RPs), landowners and developers.

The fees help to pay the costs of the council associated with the delivery of housing – for example in setting planning policies, brokering relationships between RPs, developers & landowners, and negotiating S106 agreements.

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

Yes

No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X		X		
People from different ethnic groups			X		X		
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:			X		X		

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The increase in fee income to the council is not expected to have direct impacts on any of the groups above.

Where there are any indirect impacts, these will be positive, in providing additional income to increase and accelerate the delivery of affordable housing.

Please describe how you will communicate these changes to your customers

As the fees are charged per unit, there is no impact to be communicated to customers. The sums are allowed for in the budgets of RPs, developers & landowners.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/a

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/a

Is a further detailed equality impact assessment needed? Yes **No**

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

N/a

Service Manager: Jenny Ford

Date: 28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Development & Placemaking
Budget reference:	PD25
Budget reduction proposal:	Deletion of vacant officer post within Development Team
Budget saving for this financial year:	£36,000

Description of the proposal:

To delete a vacant JM1 grade post from the Development Team

Summary of changes:

To delete this post, which has been vacant for more than 12 months.

Proposals link to wider re-structuring of Development / Property & Projects Teams, including additional transformation funding. This will ensure that work continues to be resourced.

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Proposals link to wider re-structuring of Development / Property & Projects Teams, including additional transformation funding. This will ensure that work continues to be resourced, therefore no/neutral impact on our customers

Please describe how you will communicate these changes to your customers

Not required – post has been vacant for an extended period and work will continue to be resourced.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Deletion of JM1 post – however this post has already been vacant for an extended period.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/a

Is a further detailed equality impact assessment needed? Yes **No**

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

N/a

Service Manager: Jenny Ford

Date: 28th November 2022

1. The Proposal

Directorate:	Place
Service area:	Planning
Budget reference:	PD26
Budget reduction proposal:	Estimated increase in national planning application fees
Budget saving for this financial year:	£16,000

Description of the proposal:

Planning application fees are set nationally. The Levelling Up & Regeneration Bill currently going through Parliament suggests an increase in planning application fees to be introduced nationally. The bill however has been delayed and it is not known if and when the fee increase will be introduced.

Summary of changes:

Forecasting planning application fee receipts is not an exact science as it depends on the number and type of planning applications submitted. This in turn depends on a variety of factors including the national economic situation. In recent years the Council, has struggled to achieve its current fee income target so a conservative forecast of increased income by £16,000 per year is considered appropriate at this stage.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Planning application fees are set nationally and are not discretionary. There are a sliding scale of fees according to the scale and nature of the proposal. This may have a low impact on those who are on a low income due to the increase in charges.

Please describe how you will communicate these changes to your customers

They will be advised through the Council website and republished fee schedules.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
	Total

6. Review and Sign Off

Service Manager Review

The post has been vacant for 18 months and services have been advised to seek alternative advice if and when required.

Is a further detailed equality impact assessment needed? Yes No

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

Service Manager:

Richard Kent

Date:

22nd November 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

Service area:	Planning
Budget reference:	PD27
Budget reduction proposal:	Delete vacant Access Officer post
Equality impact assessment owner:	Richard Kent
Assistant Director/Director sign off:	Alex Hearn
Review date:	January 2023

Budget Ref.	Budget Reduction Proposal	Budget Reduction £				Staffing Reduction (FTE) 2023/24
		2023/24	2024/25	2025/26	2026/27	
PD27	Delete vacant officer post	£19,000				0.4

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

Staff Impact

Before mitigating actions	High	Medium	Low
After mitigating actions	High	Medium	Low

1. The Proposal

1.1 Background to proposal

(Please provide a brief explanation of the project/proposals. You should consider the impact on both customers and staff)

The budget for a part time Access Officer (equivalent to 2 days/week) was transferred to place following the retirement of the previous postholder in March 2021. This budget has been retained but the post not filled since the full-time post holder left. The proposal is to remove this budget and delete the post.

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

The role of the Access Officer included advising on the access needs of disabled people in the development of council projects and in planning applications where there was an element of public access. The removal of this dedicated post will require a broader range of council officers to incorporate access for disabled people into their projects, this may mean projects engaging with external access consultants to provide expert advice to make sure their statutory requirements are met.

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?

Lists of planning applications for new developments where access requirements would need to be considered by the designers of the projects. One focus of the access officer role was to advise on detailed design issues, however there was a broader element to the role considering how diverse communities engaged in public spaces, providing an inclusive space for all. Broader issues such as transport and community safety would have also been considered.

Records aren't held of the number of projects which involve public spaces. In the year to date the Council has decided approximately 900 planning applications, of which approximately 700 were for house extensions.

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 post has been vacant since the previous post holder retired over 12 months ago. Designers of projects are now required to seek their own design guidance to make sure statutory requirements are met.

Planning application for significant new development must be accompanied by a Design and Access Statement. The purpose of *Design and Access Statements* is to show how a designer has considered the need to create high-quality places that are inclusive and easy for everyone to use.

In line with the National Planning Guidance, the Council has adopted planning policy DM42 to secure accessible and affordable housing and has developed more detailed supplementary planning guidance in its Accessible Housing Needs Assessment Supplementary Planning Document (SPD).

Part M of the Building Regulations set out the requirements for access to and use of buildings. These are enforced through applications for approval under the Building Regulations either to the Council or to approved independent inspectors.

Applicants for residential development are required to submit an Accessible Housing Statement.

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

Not that we are aware.

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

Consultation and engagement with the Council's Disability Access Group is facilitated by the Council's Inclusion and Corporate Development Team ensuring wherever possible the voices of disabled people are reflected in council led projects.

There has not been direct consultation with designers of projects. As the post has been vacant (and thereby the previous source of design advice not been available) for over 12 months the issue had been picked up on a case-by-case basis.

All planning applications are published on the Council's website for public comment. All comments received are considered before the application is decided.

This proposal was shared with the Equality Stakeholder Group on 12th January 2023 and they made the following comments:

Comment	Response
One of the mitigating actions is the proposal that external consultants are engaged to provide access advice. Is the council able to identify how much has been spent on external consultants so far?	Consultancy input for private sector developers would be part of a developers' normal design costs and is not a cost to the Council. For Council projects, the design input would be part of the overall project cost. These costs will be monitored.
How are we ensuring that all relevant officers are aware of disability access issues.	Ongoing training to be planned in conjunction with the Disability Access Group to build shared understanding, transparency etc.
The consideration of access issues needs to consider the needs of those with a hidden disability, including people with a learning disability and dementia.	Noted and this will be considered in the development of the training for officers.
In the absence of a dedicated Access Officer the Disability Access Group has a range of expertise and could be engaged at a strategic level and review some individual case studies. Consider ways in which the Disability Access Group can be engaged with at the early stage of council led projects.	It is proposed to formalise liaison between relevant teams and the Disability Access Group so the Group has the opportunity to flag potential access issues during the project development stage.
The EIA should acknowledge the loss of co-ordination and oversight of this important corporate issue as a result of the loss of a dedicated post holder, this will not be replicated through the appointment of consultants.	Noted. Some of the strategic elements of the previous Access Officer role have been absorbed into other roles in the Council.
How are Design and Access statements monitored? Do officers review if proposed changes are implemented?	Statements are assessed as part of the normal consideration of planning applications.

Consider how Disability Access Group can also be involved in schemes after they have been implemented to see how environment is working.	A list of projects could be provided for that the Disability Access Group to review and provide feedback.
--	---

2.5 What has this told us?

The Disability Access Group has a range of expertise which could be engaged in considering the strategic approach to access issues as well as providing feedback on individual case studies.

The Council has policies and guidance in place to enable designers to develop inclusive designs. The Building Regulations provides controls for access to and use of buildings.

The removal of the budget for remainder of this dedicated post may require a broader range of council officers to develop or procure expertise on access design issue for their projects. This may mean engaging with external access consultants to provide expert advice.

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

The Equality Stakeholder Group made some helpful comments re the ongoing engagement with the Disability Access Group and other stakeholders to ensure that Council led projects continue to consider access issues. We will develop an improved process to ensure that the Disability Access Group is consulted on major schemes.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

	H	M	L	N	+	=	-	
Disabled people (including consideration of neurodiversity)		X					X	Disabled access issues will not be considered in the same manner as previously. Relevant issues will now be considered by means other than a single 0.4FTE as set out in the Action Plan below
People from different ethnic groups			X				X	Relevant issues will be considered by means other than a single 0.4FTE as set out in the Action Plan below.
Men or women (including pregnant women or those on maternity leave)			X				X	As above
Lesbian, gay or bisexual people			X				X	As above
People on a low income			X				X	As above
People in particular age groups			X				X	As above
People in particular faith groups				X				
People who are married or in a civil partnership				X				

Transgender people

X



Impact Level				Impact Type			Summary of Impact
	H	M	L	N	+	=	
Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing. Please specify:				X			

Does this proposal have any potential [Human Rights](#) implications?

Yes

No

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes

No

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

If 'yes', please describe?

The removal of this dedicated post will require a broader range of council officers to incorporate access for disabled people into their projects, this may mean engaging with external access consultants to provide expert advice.

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 continue to work with the Disability Access Group on strategic matters albeit not through a single officer	Feedback from the Group
Designers of project will be expected to consult with the Disability Access Group at the early design stage of projects.	As above
Training will be provided for relevant officers on disabled access design considerations in conjunction with the Disabled Access Group	Annual staff training plan

Relevant policies including design and access statements will be reviewed on a regular basis

As part of normal review processes

If negative impacts remain after the above actions have been taken, please provide an explanation below.

N/A

Please set out how you plan to communicate these changes with your service users.

They will be advised of the guidance already available and on a case-by-case basis to seek alternatives methods of design advice if required.

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Place
Service area:	Economy
Budget reference:	PD28
Budget reduction proposal:	Economy Team additional income
Budget saving for this financial year:	£16,000

Description of the proposal:

Increased income target for North Somerset Film Office

Summary of changes:

Increase Film Office activity

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The Film Office is used by filming companies to attain permits – it is not a removal or change to a service for our residents.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes
No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

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

Service Manager:

Jane Harrison

Date:

18th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Cross cutting
Budget reference:	PD36
Budget reduction proposal:	Annual uplift to fees and charges to cover inflationary cost of services - Place
Budget saving for this financial year:	£124,000

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for 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 local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

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 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees
- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

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

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			

Men or women (including those who are pregnant or on maternity leave)	X			
Lesbian, gay or bisexual people	X			
People on a low income	X			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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Exec Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>
Total	

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Melanie Watts

Date: 13th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Place
Service area:	Highways Electrical
Budget reference:	PD 37
Budget reduction proposal:	Increase scope of LED rollout programme to include Port Marine lanterns and non-LED zebra floodlights to reduce energy consumption
Budget saving for this financial year:	£70,000

Description of the proposal:

To reduce the street lighting energy budget by £70,000

Summary of changes:

There is an existing LED rollout programme which has been replacing existing streetlights with lower energy LED lighting units consequently resulting in a cost saving in energy costs.

It is proposed that this programme is extended to include Port Marine lanterns and non-LED zebra floodlights which is expected to result in a £70,000 reduction in energy costs.

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

Yes No

If yes, please insert reference number and year of assessment?

DE20 2019/20 and PD S16 in 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

No equality impacts have been identified from the previous savings

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no expected impact on customers because of this budget proposal.

Please describe how you will communicate these changes to your customers

No communication required

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

None

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

No equality impacts identified as part of this budget proposal

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Darren Coffin-Smith

Date: 13th January 2023

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Place
Service area:	Land Charges & Street Numbering
Budget reference:	PD38
Budget reduction proposal:	Realign income budget for Land Charges & Street Numbering to reflect an increase in fees to offset the cost of providing the service
Budget saving for this financial year:	£19,000

Description of the proposal:

The charging structure for street naming and local land charge services has been reviewed, this proposal seeks to reflect the changes by increasing the income budget.

The level of charging will not exceed the cost for providing the service. The proposed increase in fees would cover the costs of the street naming and numbering service and contribute to covering the costs of the local land charges service.

Summary of changes:

To increase the income budget by £19,000

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

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No equality impacts have been identified since the scope of the existing online service provision and face to face support will not be affected by this proposal.

Please describe how you will communicate these changes to your customers

The changes will be included within the fees and charges published on the Council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed?

Yes

No

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

N/A

Service Manager:

Richard Kent

Date:

13th January 2023

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate:	Children's Services, Place, Corporate Services
Service area:	All Areas
Budget references:	CH05, CSD25, PD39
Budget reduction proposal:	Increase vacancy management target within Place Staffing Budgets
Budget saving for this financial year:	PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred because of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)			X				X
People from different ethnic groups			X				X
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.			X				X

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

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

Service Manager:

Katherine Sokol

Date:

6 January 2023

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Public Health & Regulatory Services – January 2023

Contents

Budget Reference	Description	Page
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PH5	Remodel team structure and limit recruitment against restructure plans agreed earlier in 2022. New reporting lines and allocation of functions to share increased workload. Will deliver savings to also support further realignment in 22/23.	387
PH6	Reduce allocation of budget to GP delivery of health checks and target provision in areas of higher deprivation or high risk workplace settings.	391
PH7	Seek economies of scale in delivery of settings programmes and reduce funding to support some interventions e.g. mental health training.	395

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate: Public Health and Regulatory Services

Service area: Regulatory Services

Budget references: PH1-3

Budget reduction proposals: Budget savings within Regulatory Services, covering Housing, Consumer Protection and Environment Protection related services. Will include opportunity to increase income and reduce expenditure.

Budget saving for this financial year: £80,000

Description of the proposal:

Savings proposals across the regulatory services functions totalling £80,000 are based on opportunities to increase income, review service demand, and explore new models of delivery. Review will be completed in conjunction with investment plan for public health grant to ensure key public health outcomes delivered by these services are maintained.

Summary of changes:

Savings are based on a mix of additional income, new models of service delivery and realignment of public health grant investment around delivery of key public health outcomes in protecting health and wellbeing.

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

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income			X				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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Any changes to income may create some additional pressure on those paying for services but increases are within standard annual uplifts applied across all Council services or are voluntary paid for services e.g. quicker reinspection after food safety visit.

Please describe how you will communicate these changes to your customers

Any changes in models of delivery would be communicated to local businesses or residents through existing established communication channels.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
_____	_____
_____	_____
_____	_____
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

None.

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager:

Matt Lenny, Director of Public Health and
Regulatory Services

Date:

16th January 2023

1. The Proposal

Directorate:	Corporate Services Directorate
Service area:	Cross cutting
Budget reference:	PH4
Budget reduction proposal:	Annual uplift to fees and charges to cover inflationary cost of services – PH&RS
Budget saving for this financial year:	£10,000

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for 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 local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

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 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees
- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

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

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			

Men or women (including those who are pregnant or on maternity leave)	X			
Lesbian, gay or bisexual people	X			
People on a low income	X			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, armed forces community, impact on health and wellbeing. Please specify:	X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only 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

<u>Service area</u>	<u>Value of saving</u>

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Melanie Watts

Date: 13th November 2022387

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Public Health
Service area:	Across directorate
Budget reference:	PH5
Budget reduction proposal:	Remodel team structure and limit recruitment against restructure plans agreed earlier in 2022. New reporting lines and allocation of functions to share increased workload. Will deliver savings to also support further alignment in 22/23
Budget saving for this financial year:	£118,000

Description of the proposal:

Original plans to expand the team structure (developed in 2021) have been scaled back by three posts in order to mitigate cost pressures across a range of services. This does not impact on existing posts, other than needing to allocate functions differently to ensure key priorities are addressed.

Summary of changes:

Changes in these areas are achievable through not proceeding with further investment in staffing structures and through use of any increase in the public health grant to mitigate cost pressures.

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

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No changes to current service delivery.

Please describe how you will communicate these changes to your customers

No changes to communicate.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? No

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

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 16th January 2023

1. The Proposal

Directorate:	Public Health
Service area:	Health and care public health
Budget reference:	PH6
Budget reduction proposal:	Reduce allocation of budget to GP delivery of health checks and target provision in areas of higher deprivation or high-risk workplace settings
Budget saving for this financial year:	£30,000

Description of the proposal:

There has been a consistent underspend of approximately £30,000 in this programme budget because uptake of health checks dropped considerably during the pandemic and recovery has been slow due to challenges around primary care capacity to deliver this intervention.

The proposal is to provide for any future growth in demand through efficiencies gained across all areas of primary care contracting including developing integrated commissioning across Bristol, North Somerset and South Glos (BNSSG). This approach will not affect access to these services at local GP practices which will continue to be provided in the same way as they are currently

Summary of changes:

A review of commissioned services across primary care is being carried out alongside colleagues in BNSSG to identify ways to improve and target inequalities in access and outcomes. This will create more consistent and efficient ways to deliver services, including increased targeting of health checks and interventions that reduce risk of cardiovascular disease at cohorts that would achieve the most benefit.

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

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

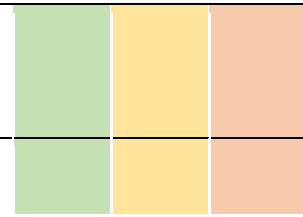
Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing.				X			

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Health checks will continue to be available to local residents via GP surgeries in the same way they are now. A review of commissioning of public health services across BNSSG will help to improve access for people in more vulnerable groups, such as those listed above. The nature of benefits will become more defined as the review progresses.

Please describe how you will communicate these changes to your customers

No change in public access or support through this proposal. Enhanced ways to access support will be communicated as the new model is progressed.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**

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

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 12th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

Directorate:	Public Health
Service area:	Health improvement
Budget reference:	PH7
Budget reduction proposal:	Seek economies of scale in delivery of settings programmes and reduce funding to support some interventions e.g. mental health training
Budget saving for this financial year:	£20,000

Description of the proposal:

Expansion of the settings-based programmes across the life course – early years, schools and workplace health – has created the opportunity to develop more efficient systems, for example, a single digital platform for the public to access support. Alongside that, some interventions will now be funded from the Health and Wellbeing Strategy action plan, for example, dedicated funding for improving adults and children’s mental health and wellbeing including training.

Summary of changes:

The changes are based on efficiencies and substitute funding from an integrated budget of public health and Integrated Care Board investment. This will not impact on the current model of service delivery around the settings-based programme or mental health training.

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

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

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

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people (Including consideration of neurodiversity)				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or 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, armed forces community, impact on health and wellbeing. Please specify:				X			

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No change to current service delivery model.

Please describe how you will communicate these changes to your customers

No changes to communicate but information about services and support are consistently communicated through a range of established channels.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only 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
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 12th December 2022