

**Revenue budget savings proposals – 2025-26 EIAs at 5 November 2024**

**Total Value: £33.840 million**

|  |  |
| --- | --- |
| **SAVINGS PROPOSALS REQUIRING SPECIFIC CONSULTATION (£0.500M)** | |
| **Children and Families – Cllr Sue Duffy (£0.500)** | **Personal Travel Allowances for Post-16 Pupils £0.300m**  [**EqIA**](#Post16) |
| **SEND Transport Bus Provision £0.200**  [**EqIA**](#SchoolBuses) |
| **SAVINGS PROPOSALS FOR BRADFORD CHILDREN AND FAMILIES TRUST (BCFT) (16.200M)** | |
| **Children and Families – Cllr Sue Duffy (£16.200m)** | **The following areas will create efficiency savings and it has been agreed that EqIAs are not required:**   * **Agency Staffing Reductions £3.200m** * **Reduction of Children in Care £7.600m** * **Supporting Care Leavers’ Transition £1.300m** * **Family Help Model £1.300m** * **Children with complex health and disabilities £2.800m** |
| **SAVINGS PEOPOSALS TO BE CONSULTED UPON AS PART OF THE PROPOSALS ENGAGEMENT (£5.988m)** | |
| **Leader of the Council & Corporate Portfolio Area – Cllr Susan Hinchcliffe (£1.100m)** | **IT 3rd Party Contracts £0.300m**  [**EqIA**](#IT3rdParty) |
| **OCX Additional Efficiencies £0.150m**  [**EqIA**](#OCXEfficiencies2) |
| **IT Microsoft 365 License Reduction £0.150m**  [**EqIA**](#M365) |
| **Third Party Spend £0.500m**  [**EqIA**](#ThirdParty) |
| **Economy, Employment and Skills – Cllr Imran Khan (£0.750, one-off)** | **Skills Grant (one-off) £0.750m**  [**EqIA**](#SkillsGrant) |
| **Regeneration, Planning and Transport – Cllr Alex Ross-Shaw (£0.840m)** | **Mass Transit Capitalisation £0.100m**  [**EqIA**](#MassTransit) |
| **Tackling Dangerous Driving in Bradford £0.580m**  [**EqIA**](#Pt6TMA) |
| **Merger of Planning Panels £0.022m**  [**EqIA**](#PlanningPanels) |
| **Managing Street Lighting Energy £0.138m**  [**EqIA**](#StreetLighting) |
| **Healthy People and Places – Cllr Sarah Ferriby (£3.198m)** | **Charging for Assessment Beds £0.150m**  [**EqIA**](#AssessmentBeds) |
| **Extra Care £0.237m**  [**EqIA**](#ExtraCare) |
| **Street Scene and Parks £1.500m**  [**EqIA**](#StreetScene) |
| **Garden Waste Fees and Charges £0.400m**  [**EqIA**](#GardenWaste) |
| **VCS Grants Review £0.336m**  [**EqIA**](#VCSGrant) |
| **Review of Learning Disability Care Home Block Contracts £0.250m**  [**EqIA**](#CHContract) |
| **Develop ABCD Partnerships £0.150m**  [**EqIA**](#ABCD) |
| **Strategic Review of Libraries £0.175m**  [**EqIA**](#Libraries) |
| **Children and Families – Cllr Sue Duffy (£0.100m)** | **Increase Income Generation Education Psychologists and Education Attendance Service £0.100m**  [**EqIA**](#EdPsych) |
| **SAVINGS PROPOSALS PREVIOUSLY AGREED BY FULL COUNCIL (£11.152m)** | | |
| **Leader of the Council & Corporate Portfolio Area – Cllr Susan Hinchcliffe (£2.621m)** | | **X5 Contact Management £1.600m**  [**EqIA**](#ContactManagement) |
| **Review of workforce T&Cs and benefits £0.750m**  [**EqIA**](#WorkforceTandC) |
| **Reduced added years pension contributions £0.101m**  [**EqIA**](#ReducedPension) |
| **OCX Efficiencies (staffing, budget & printing efficiencies) £0.045m**  [**EqIA**](#OCXEfficiencies1) |
| **CR11 Cease Counselling Service £0.125m**  [**EqIA**](#CR11) |
| **Neighbourhoods and Community Safety Portfolio Area – Cllr Kamran Hussain (£0.522m)** | | **VCS Infrastructure Support Contract - Phase 2 - full withdrawal** **£0.138m**  [**EqIA**](#VCS) |
| **Stronger Communities team - Overall Reduction £0.225m**  [**EqIA**](#StrongerComms) |
| **Neighbourhood Teams Headcount Reduction £0.109m**  [**EqIA**](#Neighbourhoods) |
| **Youth Services Teams - Headcount reduction £0.050m**  [**EqIA**](#YouthService) |
| **Regeneration, Planning and Transport – Cllr Alex Ross-Shaw (£2.805m)** | | **Traded Services. Catering/Cleaning & Other Catering £0.600m**  [**EqIA**](#TradedServices) |
| **Estate Rationalisation Revenue Holding Savings £1.002m**  [**EqIA**](#Estates) |
| **Car Parking £1.203m**  [**EqIA**](#CarParks) |
| **Healthy People and Places Portfolio Area – Cllr Sarah Ferriby (£5.004m)** | | **Bradford City Centre Visitor Information Centre Closure £0.009m**  [**EqIA**](#VisitorInfo) |
| **Adults with Disabilities Reviews (direct payments, high-cost packages in residential, nursing supported living, home support and demand management) £2.500m**  [**EqIA**](#AwDReview) |
| **Mental Health Services Review £0.250m**  [**EqIA**](#MHSupport) |
| **Older People - BEST New Pathways £0.250m**  [**EqIA**](#BEST) |
| **Older People - Fewer High-Cost Residential and Nursing Placements £0.500m**  [**EqIA**](#ASC1) |
| **Older People – Reductions to Residential & Nursing £0.500m**  [**EqIA**](#ASC2) |
| **Older People – Review of Multiple Carer Packages £0.500m**  [**EqIA**](#ASC3) |
| **Older People – Review of Low-Cost Packages £0.250m**  [**EqIA**](#ASC4) |
| **Older People S117 Reviews £0.245m**  [**EqIA**](#ASC5) |
| **Children and Families – Cllr Sue Duffy (£0.200)** | | **Teachers Pensions £0.200m**  [**EqIA**](#ReducedPension) |

**Equality Impact Assessment Form**  **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Childrens Services | **Version no** | 1 |
| **Assessed by** | Michelle Pickles | **Date created** | 28.08.2024 |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

Proposed amendments to the Council’s Post-16 Transport Policy

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

All Local Authorities have a duty to produce an annual transport policy setting out the arrangements for eligible post-16 learners to access education. Specifically, this is to support eligible post-16 learners with special educational needs and disabilities (SEND), and supports those pupils who, due to exceptional circumstances, need transport assistance.

The revision of our Post-16 Transport Policy will deliver savings whilst continuing to support some of our most vulnerable young people to access education.

Following a review of non-statutory transport packages for post-16 young people we will be carrying out a public consultation on travel assistance for post-16 learners with SEND.

We will ensure that the transport assistance we provide is the most appropriate for young people and their families, promotes independence and offers choice, while at the same time delivering a financially sustainable model of transport support.

**1.3** **Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | Y |
| Care Leavers | N |

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

Given the nature of the proposals it will inevitably impact young people. For some of those impacted the proposed changes will be a positive, enabling students to be more independent and providing them with key life skills in respect of use of transport, improving their access to employment and other opportunities.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

N/A.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

**Age -** It is expected that educational attendance may be impacted, which is monitored closely by educational settings. There is likely to be an impact on families who will need to support their children's travel to and from educational settings, and students may also be impacted by longer journeys where they use public transport.

The Travel Assistance Service (TAS) provides assistance for children and young people travelling to school or college. Assistance for this cohort of young people is non-statutory. The council’s travel assistance policy currently provides for assistance to be awarded for young people aged 16-19 in line with the statutory offer for children and young people aged 5-16 with an Education Health and Care Plan (EHCP) and who are over three miles walking distance from their school or education setting.

Amending the travel assistance policy and reducing service provision will impact the 216 young people aged 16-19 in the 2024/25 academic year who are currently in receipt of this non-statutory support, as well as any young people submitting new applications for support.

There is a statutory duty on young people aged 16-19 to participate in education or training, however, there is no statutory duty for Local Authorities in terms of providing transport support.

**Disability** – The Post-16 Transport Policy is specifically for learners who have Special Educational Needs and/or Disabilities, therefore changes to the policy will have an impact on disabled individuals.

The proposed changes will enable some students to be more independent and provide them with life skills. For other students this proposal will mean students and families having to make different choices when it comes to their post-16 education and the way they travel to it.  The aim of the changes is to provide the most appropriate support tailored to individual service users/residents.

Pupils who have an EHCP may not have the independence skills to access public transport and may require additional support from parents/carers.

Some children and young people whose arrangements change may be affected. All students potentially could struggle with a change. The extent to which they are impacted negatively will vary and could depend on how they experience change.

There is currently no resource for travel training in Bradford and this is something that some students may benefit from.

**Low Income** – While the service does not record information on a family’s income the proposals could potentially have a negative impact on students/families on a low income.

The proposed changes seek to mitigate this by signposting families and students to other sources of funding such as central Government’s bursary scheme or support from educational providers. Personal Independence Payments may also be available for these students who are eligible for assistance.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.

(High (H), medium (M), low (L), no effect (N))

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | H |
| Disability | H |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | M |
| Care Leavers | N |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

It will not be possible to entirely mitigate the impact of this change for all the impacted young people. Families whose children are in the impacted group will have the option to appeal against any decision made. Appeals panels will consider appeals in line with the revised travel assistance policy. The changes to the Policy will still allow a level of support to be offered to families of the students who live over 3 miles from their place of education to facilitate attendance (personal travel budget). It would be at the discretion of parents as to how that support is used.

Mitigation comes in the form of providing some assistance to all eligible students, with the greatest assistance transport being provided to those with the most need where there is sufficient evidence to demonstrate there is an absolute need.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

The following will need to be aware of the changes being proposed:

* Schools and colleges
* Children’s Services SEND

The proposed changes are subject to consultation with all relevant stakeholders and Executive approval in line with the Council’s budget process.

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

Data collated from the EHCPs and current transport statistics.

**4.2** **Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

N/A

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

N/A

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

It is vitally important the proposal is consulted on with relevant protected groups and key partners to ensure the potential impact is understood. Feedback received from this consultation process will be considered for the proposal.



Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Travel Assistance Service | **Version no** | 1 |
| **Assessed by** | M Pickles | **Date created** | 10.09.24 |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

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* foster good relations between different groups

# Section 1: What is being assessed?

**1.1 Name of proposal to be assessed.**

Removal of dedicated school bus services to St Bedes & St Josephs Catholic College (SBSJ) and Bingley Grammar School

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

Removal of dedicated school buses. Pupils affected will have to use alternative commercial bus or train services to make their journey to school.

Eligible pupils will continue to receive travel assistance.

**1.3 Stage 1 Assessment:**

In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | N |
| Disability | Y |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | Y |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

# Stage 2: Full Equality Impact Assessment:

# The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

* 1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

**No**

* 1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

**No**

* 1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

Yes

* 1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | N |
| Disability | L |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | M |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** | N |
| Low income/low wage | N |
| Care Leavers | N |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

The removal of dedicated bus services to a Catholic school (SBSJ) could impact, but in that there is no stipulation in the relevant CBMDC policy from providing transport to faith schools, a preferential approach to this specific group has already been given.

Any child with a disability could, potentially find it more difficult travelling to school if bus services are withdrawn and they now have to make their own way to school. Impact in access to education, access to transport and potential safety and medical issues will need to be addressed on a case-by-case basis.

# Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Affected schools, community wardens,

# Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

All pupils can easily change to commercial routes – there are no barriers to this

Travel data from WYCA

Information on dedicated bus routes from WYCA

Maps produced by CBMDC Data Analytics

Information from the CBMDC Travel Assistance Service

**4.2 Do you need further evidence?**

No

# Section 5: Consultation Feedback

It is vitally important the proposal is consulted on with relevant protected groups and key partners to ensure the potential impact is understood.

**5.1 Results from any previous consultations prior to the proposal development.**

Consultation needs to be done for the dedicated buses to these schools.

Previous consultation was held in relation to dedicated buses to Ilkley Grammar School in March 2024 and a decision was made to cease the buses with effect from September 2024.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

N/A

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**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **IT Services** | **Version no** | **V1** |
| **Assessed by** | **Keith Hayes** | **Date created** | **Tuesday, 27 August 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

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* advance equality of opportunity between diverse groups; and
* foster good relations between diverse groups.

**Section 1: What is being assessed?**

1.1 Name of proposal to be assessed.

IT 3rd Party Contracts (25/26 63) (Mobile Telephony Data 4396).

An IT project (Ref 4396) was initiated to deliver this proposal and was completed and delivered all the required outcomes and benefits.

The project was completed in March 2024.

1.2 Describe the proposal under assessment and what change it would result in if implemented.

The Council’s Mobile Telephony contract with Virgin Media was due to come to an end in May 2023.

The contract with Virgin Media original start date was 3/11/16, this was subsequently extended in March 2020 via Crown Commercial Service (CCS) Framework (RM3808) to an end date of 9th May 2023. So, the last full tender process was undertaken in 2016.

Approval was provided to undertake a procurement process for the Council’s Mobile Telephony contract. Two options were proposed for the renewal of the Mobile Telephony contract as follows:

• Option 1 Tender the Services by Crown Commercial Aggregation undertaken by CCS

• Option 2 Tender the Services by further competition

It was decided that option 1 should be progressed: to tender the contract via Crown Commercial Aggregation undertaken by CCS, as this provided the potential of significant) for Bradford Council and the most streamlined procurement route.

An IT project (Ref 4396) was initiated to deliver this procurement and the associated savings.

The initial indicative savings identified by CCS were £404K per annum. In 2023-24 there was a revenue pressure on the IT Services Mobile Telephony revenue budget (£400K) of circa £380K, this pressure had been growing for the previous three financial years since the Covid-19 pandemic as the usage of mobile data across the telephony estate had increased.

The project to renew the Council’s mobile Telephony contract, delivered a reduction in costs of mobile data to the Council of circa £660K per annum.

The net saving after addressing the ongoing annual pressure on the IT Services Mobile telephony revenue budget equated to circa £280K per annum.

The savings identified are £20K per annum less than those identified in the corporate savings tracker of £300K. To address the shortfall IT services will make savings elsewhere in the IT Service revenue budget. This will be achieved through a combination of a review of the out of hours support service which IT Services currently provides on a weekend and the ongoing review of IT Services 3rd party contract expenditure.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

1. Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.

* N/A

1. Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

* N/A

1. Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.

* N/A

1. Please indicate the level of negative impact on each of the protected characteristics?

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5** How could the disproportionate negative impacts be mitigated or eliminated?

(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.

* N/A

**Section 3: Dependencies from other proposals**

**3.1** Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.

* N/A

**Section 4: What evidence have you used?**

**4.1** What evidence do you hold to back up this assessment?

Please identify any evidence you have that supports your assessment. Key points need to be listed here. If the evidence is outlined in a large document, this should be referenced (from a public location) with a link but key points must still be highlighted.

* Project Proposal
* Project Business Case

4.2 Do you need further evidence?

N/A

**Section 5: Consultation Feedback**

**5.1** Results from any previous consultations prior to the proposal development.

N/A

5.2 The departmental feedback you provided on the previous consultation (as at 5.1).

N/A

5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

N/A

5.4 Your departmental response to the feedback on the current consultation

N/A

IN PROGRESS

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**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **OCX** | **Version no** | **1.0** |
| **Assessed by** | **D Glanville** | **Date created** | **9/9/2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

**Section 1: What is being assessed?**

1.1 Name of proposal to be assessed.

Deletion of three vacant posts to create savings

1.2 Describe the proposal under assessment and what change it would result in if implemented.

This proposal is to delete vacant posts, two in the communications and marketing service and one in the policy team.

Deleting the three roles currently vacant will save circa £112,000 for 2025/26, holding them vacant during the current year will also yield a saving against budget of around the same amount for 2024/25

The posts are currently vacant, but not available for applications. Deleting the roles will have no impact outside of the council.

Internally, the work of the roles has already been reviewed and reassigned, and in the policy service a minor restructure has been delivered.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

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**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **IT Services** | **Version no** | **V1** |
| **Assessed by** | **Dominic Barnes-Browne** | **Date created** | **Tuesday, 12 September 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

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**Section 1: What is being assessed?**

1.1 Name of proposal to be assessed.

M365 Licence Review

1.2 Describe the proposal under assessment and what change it would result in if implemented.

The Council’s core infrastructure, login/user services, e-mail, teams and office products are provided by Microsoft.  The Council is licensed to consume these projects using a Microsoft Enterprise Agreement.  There are several licencing options available, and the Council currently uses what is known as the Microsoft M365 E3 licenses for all Council staff needing access to IT systems.

The Microsoft Enterprise Agreement is due for renewal in March 2025 *(the Local Government pricing and product offering is currently being re-negotiated by the Crown Commercial Services)*.

As part of the re-tender of the Enterprise Agreement, there is an opportunity to review and re-align the Microsoft Licences, utilising E3 licences we already consume alongside, cheaper licensing bandings *(e.g. F3)*, for staff that do not require all the features currently available *(this is mainly focused on small tablet and phone users)*.

The opportunity lies in transitioning a significant portion of users from M365 E3 to more cost-effective F3 licenses, thereby reducing overall licensing costs while maintaining necessary functionality.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

1. Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.

* N/A

1. Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

* N/A

1. Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.

* N/A

1. Please indicate the level of negative impact on each of the protected characteristics?

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

2.5 How could the disproportionate negative impacts be mitigated or eliminated?

* N/A

**Section 3: Dependencies from other proposals**

3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.

* N/A

**Section 4: What evidence have you used?**

4.1 What evidence do you hold to back up this assessment?

* Please identify any evidence you have that supports your assessment.
* Project Proposal
* Project Business Case

4.2 Do you need further evidence?

N/A

**Section 5: Consultation Feedback**

5.1 Results from any previous consultations prior to the proposal development.

Consultations may have been undertaken in recent years that impact on this proposal. N/A

5.2 The departmental feedback you provided on the previous consultation (as at 5.1).

N/A

5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

N/A

5.4 Your departmental response to the feedback on the current consultation

N/A

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Chief Executive’s Office** | **Version no** | **1-1** |
| **Assessed by** | **Phil Hunter** | **Date created** | **16/09/2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

**Section 1: What is being assessed?**

1.1Name of proposal to be assessed.

Employment and Skills Service 2025/26 Savings.

1.2 Describe the proposal under assessment and what change it would result in if implemented.

The proposal is to realise the Employment and Skills Service one-off budget reduction of £750,000 for the 2025/26 financial year through relinquishing the forecast surplus on income generated by the Employment and Skills service in the financial years 2024/25 and 2025/26.

**1.3 Stage 1 Assessment:**

This proposal will not impact on current service delivery.  The current levels of service delivery will be maintained and improved upon.  The service will continue to make a positive impact and accessible to all people in the district and enhance equality of opportunity.

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

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**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **1** |
| **Assessed by** | **Andrew Marshall** | **Date created** | **27/7/24** |
| **Approved by** | **Richard Hollinson** | **Date approved** | **27/8/24** |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

1.1 Name of proposal to be assessed.

Proposed savings for 2025-26 budget process for staff capitalisation against work on Mass Transit.

1.2 Describe the proposal under assessment and what change it would result in if implemented.

The proposal is the charge for staff time spent on work towards Mass Transit scheme development and implementation.

The Council is working with West Yorkshire Combined Authority (WYCA) to develop a West Yorkshire Mass Transit system. The first priority is for the route between Leeds and Bradford. The development of the new system is supported by government funding held by WYCA. An agreement has been reached with WYCA to enable the costs of officer time dedicated to the development and implementation of the system can be recharged against the funding for agreed work activities.

The proposal will not change any service, only the funding stream to pay for staff time.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**.**

1. Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.

The proposal is neutral in terms of impact.

1. Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

No

1. Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.

No

1. Please indicate the level of negative impact on each of the protected characteristics?

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

2.5 How could the disproportionate negative impacts be mitigated or eliminated?

N/A

**Section 3: Dependencies from other proposals**

3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.

West Yorkshire Combined Authority has agreed the approach to recharge staff time and have made available the funding.

The detailed work packages which staff time is used will be subject to their own EQIA process as part of their respective development and legal processes. This will  be overseen by WYCA as part of their duties and work programming.

**Section 4: What evidence have you used?**

4.1 What evidence do you hold to back up this assessment?

The budget proposal details.

4.2 Do you need further evidence?

No

**Section 5: Consultation Feedback**

**.**

5.1 Results from any previous consultations prior to the proposal development.

None undertaken.

5.2 The departmental feedback you provided on the previous consultation (as at 5.1).

N/A

5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.

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**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **2.1** |
| **Assessed by** | **Richard Gelder** | **Date created** | **12/01/2022** |
| **Approved by** |  | **Date approved** | **20/01/2022** |
| **Updated by** | **Richard Gelder** | **Date updated** | **20/06/2024** |
| **Final approval** | **Richard Hollinson** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to  

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

Name of proposal to be assessed.

Implementation and expansion of Moving Traffic Enforcement under Pt.6 of the Traffic Management Act

Describe the proposal under assessment and what change it would result in if implemented.

 The proposal is designed to help address dangerous, illegal and inconsiderate driving behaviour.

From 31 May 2022, local authorities in England outside of London were apply to the Secretary of State for new powers to enforce ‘moving traffic offences’. This means they could be granted powers that have previously been held only by the police and would be able to issue fines to drivers for these offences for the first time. In England and Wales, moving traffic offences are defined in law in Schedule 7 of the Traffic Management Act 2004 (as amended). They include:  

a) Yellow box junction markings;

b) Banned vehicle movements (No Entry, No Left/Right Turn etc);

c) HGV bans;

d) Motor vehicle prohibitions;

e) One Way Streets; and

f) Double white line markings.

Implementation of this proposal would address inconsiderate driving, which contravenes signed restrictions on the network and can interfere with the safe operation of the highway to varying degrees depending on the user impacted by the action of the transgressor and the nature of the restriction being contravened.  At its most extreme contravention of measures designed to keep users of the network safe can lead to serious injury, or death, of a road user. By adopting the Pt.6 powers the Council can ensure that the temptation to contravene restrictions is reduced and hence the safety of the network is improved for all users, including children and the most vulnerable users.  The gradual expansion of the network over-time to encompass sites outside of the core city centre will also mean that increasing levels of compliance can be achieved across the district. Therefore, the 4 strategic objectives which can be delivered by this proposal are:

• Reduce congestion,

• Improve air quality,

• Improve bus service reliability, and

• Improve the use of active travel modes (i.e. walking and cycling routes)

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** | **N** |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **N** |

1. **What the impact of the proposal is likely to be**

Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.

No

Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

No

Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.

No.

Please indicate the level of negative impact on each of the protected characteristics?

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **N** |

How could the disproportionate negative impacts be mitigated or eliminated?

Introduction of enforcement of moving traffic violations could disproportionately impact those who have low incomes or low wages as the fines which are payable for contraventions would represent a greater proportion of their incomes.  The core principle of this proposal however is to support improvements in road safety as well as improve the efficiency of the highway network to all users and as its application is non-targeted there is limited opportunity to mitigate or eliminate the risk highlighted.

However, through having a highway network which operates more efficiently, journey time reliability for wider public transport modes (bus and taxi) will improve and therefore the opportunity to access employment will improve widening the scope of jobs available to members of the protected characteristic which in turn could potentially improve their income.

1. **Dependencies from other proposals**

Implementation of this proposal will involve other services within the Department of Place including Neighbourhoods and Clean Air and Sustainability who are best placed to undertake the back-office processing functions.  Equality impact assessments for these aspects of service delivery are not applicable to this proposal directly and therefore no further development of equalities assessment has been taken forward in the development of this proposal.  For consistency, at this stage, this proposal has been developed in conjunction with representatives from these services.

Development of the extension options will require formal consultation with the public on each individual site and involve other corporate services including Legal Services in managing a statutory consultation. Corporate communications will be required to assist in ensuring that any consultation is widely publicised through a range of channels to ensure that awareness of the intention to start regular enforcement of each site is made publicly available.

1. **What evidence you have used?**

What evidence do you hold to back up this assessment?

Application of policies and procedures associated with the enforcement of the Clean Air Zone and existing bus lane fines processes within the Council have been used as the basis for this assessment.

The initial pilot scheme for implementation of enforcement of moving traffic offences carried out consultation on a tranche of four initial sites (as required under legislation).  A total of 712 comments were received regarding the intention of the Council to start enforcement with 32% of the comments received being against introduction of measures as proposed. The majority of responses 68% were in favour of the proposals or thought that the measures proposed did not go far enough to address the issue.

Do you need further evidence?

No, not at this time.  As each potential site will be subject to its own consultation exercise the opportunity to review this EQIA will be taken into account as responses are collated and assessed.

1. **Consultation Feedback**

Public consultations on the pilot implementation project were carried out in late 2022 on four sites on an individual basis which was required under the implementation legislation.

The departmental feedback you provided on the previous consultation (as at 5.1).

As described above, the initial pilot implementation carried out a public consultation on proposals for four sites around Bradford city centre.  The consultation resulted in 712 comments being received about the proposals with the majority of these (68%) being in favour of the measures proposed, or commenting that the proposals did not go far enough to address the issues at the location.

Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

Not applicable.

Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.

Not applicable.

Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Place | **Version no** |  |
| **Assessed by** | Amin Ibrar | **Date created** | 17.01.2023 |
| **Approved by** | Chris Eaton | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

# Section 1: What is being assessed?

**1.1 Name of proposal to be assessed.**

Merger of the Bradford Area Planning Panel and the Keighley & Shipley Area Planning Panel to form one single District-wide Planning Panel.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The proposal would merge the two existing planning panels to one single Planning Panel that will determine all relevant non-major planning applications. The current planning panels meet every two months in City Hall. The proposed single Planning Panel would meet every three to four weeks in City Hall.

# Section 2: What the impact of the proposal is likely to be

* 1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

The proposal will increase the number of meetings to which relevant planning applications could be referred thus improving the speed of planning decisions. This will advance equality of opportunities for people who share protected characteristics by and foster good relationships between people with protected characteristics and those who do not by not prolonging what can at times be contentious issues longer than necessary.

* 1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No. The proposals do not relate to matters that would have any effect on discrimination and

harassment against, or the victimisation of people who share a protected characteristic

* 1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

No. The proposals do not have a negative or disproportionate impact on people who share a protected characteristic.

Stage 1 assessment: who will this proposal impact:

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | N |
| Disability | N |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

**2.4 Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | N |
| Disability | N |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)

There are not considered to be any disproportionate impacts.

Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

No other Council services are directly impacted by the proposal. The Council’s Committee Secretariat are aware of and supportive of the changes.

# Section 4: What evidence you have used?

**4.1 What evidence do you hold to back up this assessment?**

The Council has operated both the current Area Planning Panels from Bradford City Hall since the end of the Covid pandemic. The proposals only propose to merge and hold the amalgamated Planning Panel more frequently. Consequently, any impact on those individuals with protected characteristics will only be positive as it will allow for quicker decisions in an easily accessible location.

**4.2 Do you need further evidence?**

No further evidence is required.

# Section 5: Consultation Feedback

**5.1 Results from any previous consultations prior to the proposal development.**

Internal consultations and discussions have taken place with the Portfolio Holder and the Chairs of the Planning Panel. The proposal was previously taken to the Regulatory & Appeals Committee in February 2020 where further consultation was required before the proposals could go ahead.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

In accordance with this resolution, a four-week consultation was undertaken with Ward members, Town & Parish Councils and Bradford, Ilkley and Addingham Civic Societies. This ran until 12 March 2020.

By the close of the consultation, 11 consultation responses had been received; 4 from Ward Members, 7 from Town & Parish Councils and 1 from the Civic Societies. One parish council response was received after the consultation deadline. Three of the responses from the Ward Members and all of those from the Town and Parish Councils are from within the Keighley and Shipley Area Planning Panel area.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The key issues they raised relate to:

• Centralisation in Bradford and loss of local democracy

• Loss of local knowledge

• Local residents increased time spend travelling further distances to Panel Meetings

• Lack of public transport accessibility from outlying areas to Bradford City Centre

• Increase in agenda items resulting in delays to items being heard

• Whether alternative venues within the District would continue to be available for Panel meetings

The majority of the responses wish to see the current system remain, with the loss of local democracy being the biggest area of concern. As previously stated though the new single panel would still comprise of at least one member from each parliamentary constituency plus an additional two members so there would be no significant loss of local representation.

No changes are made to the proposals.

**Equality Impact Assessment Form**  **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Place | **Version no** | 0.1 |
| **Assessed by** | Richard Gelder | **Date created** | 12/01/2024 |
| **Approved by** | Richard Hollinson | **Date approved** | 18/09/2024 |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

This proposal is to utilise the Central Management System which controls the new LED street lights implemented through the Smart Street Lighting Project to further reduce the lighting levels on all new lights to 50% from switch on to switch off.

The current switching profiles that have been programmed into the CMS for the new LED lights that have been installed to date are F10 for traffic routes and F11 for residential roads. The use of these profiles considers the dimming of the lights by reducing the burn hours for calculating the energy consumption. The burn hours (period during which the lights are lit) for Yorkshire based on 20 lux on and off levels are 4,086 per annum.

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

This proposal is to utilise the Central Management System which controls the new LED street lights implemented through the Smart Street Lighting Project to further reduce the lighting levels on all new lights to 50% from switch on to switch off.

The current switching profiles that have been programmed into the CMS for the new LED lights that have been installed to date are F10 for traffic routes and F11 for residential roads. The use of these profiles considers the dimming of the lights by reducing the burn hours for calculating the energy consumption. The burn hours (period during which the lights are lit) for Yorkshire based on 20 lux on and off levels are 4,086 per annum.

|  |  |  |
| --- | --- | --- |
| **Profile** | F10 | F11 |
| **Illumination Profile** | Switches on at 20 Lux (dusk) 100%   * At 22:00hrs dims to 70% * At 06:00hrs increases back to 100%   Switches off at 20 Lux (dawn) | At 22:00hrs dims to 75%   * At 00:00hrs dims to 50% * At 05:00hrs increases back to 100%   Switches off at 20 Lux (dawn) |
| **Total Burn Hours** | This equates to burn hours of 3,105 hours per annum | This equates to burn hours of 3,065 hours per annum |

These profiles meet the requirements for road lighting based on the lighting classes to which the new lighting has been designed in accordance with BS5489 and EN13201 by utilising the reduction in traffic volumes and pedestrian footfall outside peak periods permitting the reduction in lighting levels by one lighting class.

The Council could deviate from these profiles and amend the lighting to operate at a 50% dimmed state throughout the duration of the night which in turn would further reduce the burn hours to 2,043.

The proposal facilitates the Council in controlling the cost of energy for street lighting with the rising cost of energy and uncertainty in the markets.

This will reduce the level of lighting for both road users and pedestrians across the District with certain exceptions applied through risk based analysis.

**1.3** **Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | Y |
| Pregnancy and maternity | Y |
| Sexual Orientation | N |
| Sex | Y |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | Y |
| Care Leavers | N |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

The Equality Act 2010 requires that we give due regard to **advancing equality of opportunity and fostering good relations**. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Yes

1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | H |
| Disability | H |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | L |
| Pregnancy and maternity | M |
| Sexual Orientation | N |
| Sex | H |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | M |
| Care Leavers | N |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

**Age –** there may be a disproportionate impact on some elderly residents who are outside of their homes during part of the night due to – typically – some of these residents having

poorer eyesight and potential physical frailty. Mitigation to offset disproportionate impacts could including considering exceptions in specific locations for example close to sheltered housing schemes or other residences accommodating vulnerable people, formal pedestrian crossing, subways and enclosed footpaths and alleyways where one end links to a road that is lit all night, or areas with a 24 hour operational emergency service such as hospitals and nursing homes.  Communications with the wider community about the changes may also raise awareness.

**Religion / Belief –** there may be perceived disproportionate impacts on those who use places of worship late at night where personal safety is an issue. Further information is required on whether or not ‘Religion or belief’ is seen as a Protected Characteristic that will be impacted upon disproportionately should street-lights be turned off at places of worship late at night.

**Disability -** There may be a disproportionate impact on people with physical disabilities who are outside of their homes during part of the night as some people with physical disabilities may place additional reliance on having roads and pavements lit. Mitigation to offset disproportionate impacts could include consideration of an exceptions scheme to ensure that locations for example which are close to sheltered housing schemes or other residences accommodating vulnerable people, formal pedestrian crossing, subways and enclosed footpaths and alleyways where one end links to a road that is lit all night, or areas with a 24 hour operational emergency service such as hospitals and nursing homes. Again, communications with the wider community about the changes may also raise awareness and provide additional mitigation solutions.

**Pregnancy & Maternity –** there may be a disproportionate impact on people who are pregnant or who are outside of their homes with young children during part of the night, additional reliance may be placed on having roads and pavements lit. Communications with the wider community about the changes may also raise awareness and provide additional mitigation solutions.

**Sex -** the fear of crime and the risk of assault may be greater for women and girls. Consideration of an exceptions scheme based on crime rates and ASB hot-spots should be developed as well as exploring lit routes.

**Low Income / Low Wage –** people with this protected characteristic often live in areas which may have less illumination in certain areas which could result in increased crime rates. Mitigation to offset disproportionate impacts could include working with the local NPT to give consideration to an exceptions scheme to ensure that locations showing increased criminal activity are not dimmed. Again, communications with the wider community about the changes may also raise awareness and provide additional mitigation solutions.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Implementation of partial dimming of street lighting will only be possible on those lighting units which have been upgraded to LED technology and are connected to the Council’s CMS system.

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

* Nationally, The Department for Transport (DfT) commissioned a review in 2009 of the methodology for quantifying the benefits of improved street lighting schemes (Maintenance of Street Lights and Roads (MOSLAR) Guidance Note: Street Lights). The review concluded that there is no clear evidence that the provision of street lighting reduces incidence of crime, and only moderate evidence demonstrating a reduction in fear of crime.
* Reduced street lighting in England and Wales is not associated with road traffic collisions or crime, according to research published in the Journal of Epidemiology and Community Health. This 2015 study led to the following conclusions: ‘Researchers analysed 14 years of data from 62 local authorities across England and Wales who had implemented a range of reduced street light strategies, including switching lights off permanently, reducing the number of hours that lamps are switched on at night, dimming lights, and replacing traditional orange lamps with energy efficient white light LED lamps. Page 3 of 7 To assess road safety, the researchers looked at all roads in participating authorities, examining what type of street lighting was used and the number of traffic collisions that happened at night relative to the day during 2000-13. There was no evidence of an association between reduced street lighting and night-time collisions across England and Wales. To assess crime, researchers looked at data from 2010-13 [1] to analyse how many crimes took place in an area and what types of street lighting were used there. They focused on offences more likely to occur at night, including burglary, theft of or from a vehicle, robbery, violence and sexual assault. Overall, there was no evidence of an association between reduced street lighting and increased crime across England and Wales. Study co-author Professor Shane Johnson of UCL Security and Crime Science, said: "The study findings suggest that energy saving street lighting adaptations have not increased area level crime in the neighbourhoods studied. This is very encouraging, but it is important to note that it does not mean that this will be the case under all conditions, and so changes to lighting should be managed carefully." ‘
* The College of Policing. Street Lighting: increasing the levels of lighting on the street or in other public spaces Street lighting | College of Policing This concludes that ‘evidence suggests improved street lighting can reduce crime’ (with some further clarity given over what this means in practice).
* The Cambridgeshire Research Group report indicates that ‘the best conclusion that can be drawn from the research literature is that the general benefit of street lighting in reducing crime is unproven but in very specific circumstances, where there is an existing crime hot-spot and current lighting is poor then improvements may prove beneficial.’

Overall, these studies are far from conclusive and draw some conflicting conclusions, but there is reasonable evidence that - with an agile and comprehensive exceptions scheme – the city should not be subject to an increase in crime because of these proposals and that there may even be a reduction in some crime types.

**4.2** **Do you need further evidence?**

Yes. Further engagement on this proposal could be required to provide assurance to the public that their concerns relating to fear of crime etc are being considered by the Council in deciding on whether or not to implement this proposal.

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

There have been no previous consultations prior to developing this proposal.

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

There has been no prior consultation, however, as the lighting level is now dynamically controlled and reduced to 50% after midnight on residential roads until 05:00hrs there have been very few complaints. This profile was applied when the new lighting was installed so it is likely that it has not been noticed by the public as the new lighting is a vast improvement when compared with the old lighting.

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

The consultation will require funding, which is included in the business case, until the proposal has been approved the consultation is not feasible.

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

Not applicable

**Equality Impact Assessment Form**  **Reference 25-2689**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Adult Social Care | **Version no** | 0.1 |
| **Assessed by** | TBC | **Date created** | 12/09/2024 |
| **Approved by** | Rachael Meadows-Hambleton | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

1. **Name of proposal to be assessed.**

Introduction of charging for short-stay residential beds (previously referred to as assessment beds).

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

Bradford Adult Social Care currently has a process in place which supports people with Care Act eligible care needs to be supported in short term care, and who are not in need of rehabilitation at the time of admission. The admission to these beds is following a proportionate needs assessment and where the recommendation is that a person is in need of 24 hour residential care to meet their needs and maintain their wellbeing, on a temporary basis.

People who access these beds may be admitted from their own homes or from hospital as part of their discharge plan.

As part of the placement, a further needs assessment is undertaken to determine next steps and whether long term care and support is required.

At present, this service provision is not part of the existing charging policy.

The proposal is to introduce means-tested financial assessments for the provision of these beds to service users. This will have 2 benefits, the first being to ensure that the beds are used appropriately and the second being that it provides an opportunity for the Council to collect revenue from the service user in terms of a contribution towards the cost of the provision.

The charging policy would apply to anyone accessing these beds as part of a step down from hospital or a step up from their own home.

The proposal is to introduce means-tested financial assessments for the provision of these beds to service users. The ability to charge for these beds is enabled by the Care Act 2014 and is a discretion for the Council.

The Bradford Adult Social Care Charging Policy can be found here:

[**Paying for support | Bradford Council**](https://www.bradford.gov.uk/adult-social-care/paying-for-support/paying-for-support/)

Bradford use a means-tested financial assessment process. This takes into account the amount of income, savings or assets you have so you may have to contribute towards some or all of your social care and support. The Government have set guidelines on how much you can have in savings or assets before you will be asked to pay for your support.

A full guide to contribution towards residential care can be found here:

[Paying for residential care | Bradford Council](https://www.bradford.gov.uk/adult-social-care/paying-for-support/paying-for-residential-care/)

The financial assessment process takes account of:

* income for example, a pension
* any savings a person has
* the type of care and support a person is receiving

Because of this, the Council needs to know about all the money you have coming in. This includes Retirement Pension, Superannuation, War Pension and any other income. "Savings" may include the value of your own home.

**1.3** **Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Yes. People with social care needs due to age or disability will be affected by these changes which will introduce a means-tested client contribution for a service which was previously offered free of charge. This charge will be assessed by the existing process described above and takes account of people with low income, supporting with advising if there are benefits which have not been applied for but a person may be entitled to.

People with no recourse to public funds, such as asylum seekers/refugees with no settled status can still be provided with care and support for which they qualify and would also be financially assessed to establish their contribution towards the cost of that care.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | L |
| Disability | L |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

The financial assessment and charge will be means-tested and therefore based on what the person can afford to contribute towards the cost of their care. The greatest negative impact would be for those people with more than £23,250 in savings who would need to pay the full cost of the care they are provided with.

Negative impacts are mitigated by the means-tested element of the financial assessment process, only charging what a person can afford to contribute to the cost of the care. The financial assessment process also supports by identifying any potential benefits the person may be entitles to but has not claimed.

Disability related expenditure is also considered within the financial assessment process.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Financial Assessment Service.

IT

Social care practitioners

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

Care Act 2014 [Care Act 2014 (legislation.gov.uk)](https://www.legislation.gov.uk/ukpga/2014/23/section/14)

This enables a local authority to charge for services, other than those that should be offered free of charge which are assessments, carer assessments, information and advice, and prevention services.

Proportionate assessment approaches guidance [Proportionate assessment approaches: a guide from the Chief Social Worker for Adults, principal social workers and principal occupational therapists - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/proportionate-assessment-approaches-in-adult-social-care/proportional-assessment-approaches-a-guide-from-the-chief-social-worker-and-principal-social-workers#choosing-methods-of-assessment)

This guidance describes the use of proportionate assessment models and interventions dependent on the need of the person, at the time of assessment.

Bradford Adult Social Care Charging process - [Paying for residential care | Bradford Council](https://www.bradford.gov.uk/adult-social-care/paying-for-support/paying-for-residential-care/)

No Recourse to Public Funds Network [Social care | NRPF (nrpfnetwork.org.uk)](https://www.nrpfnetwork.org.uk/information-and-resources/rights-and-entitlements/social-care/social-care-services)

**4.2** **Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

Statutory consultation is not required, the ability to charge for short-stay residential beds is within the discretionary powers of a Local Authority, as per the Care Act 2014.

The Local Authority does have a duty to ensure that people are aware of the charges for services, the proposal will be publicly available and therefore, people can contribute their views to this proposal which may then be considered at a later stage.

All public documentation will be updated to ensure that people are aware of the changes and this will be made available in all required formats.

**5.1** **Results from any previous consultations prior to the proposal development.**

N/A

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

N/A

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

N/A

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Peoples Commissioning | **Version no** | 0.1 |
| **Assessed by** |  | **Date created** | 4/9/2024 |
| **Updated by** | Mary Surr | **Date updated** |  |

The Equality Act 2010 requires the Council to have due regard to the need to

eliminate unlawful discrimination, harassment and victimisation;

advance equality of opportunity between different groups; and

foster good relations between different groups

# Section 1: What is being assessed?

|  |  |
| --- | --- |
| **1.1** | **Name of proposal to be assessed.** |
|  | Extra Care: new charging and re- model of provision |
| **1.2** | **Describe the proposal under assessment and what change it would result in if implemented.** |
|  | There are 12 Extra Care schemes in the district where The Council has nomination rights, 5 of these are delivered ‘in-house’. External services have been set up organically over time with a mixture of legacy arrangements in place, and had not been reviewed as a whole since their inception.  A commissioning review of externally contracted services has now been completed, this has identified opportunities for improvements to the service delivery and funding model, as well as some financial efficiencies for both external and internal services. Further consideration is being given to outsourcing in-house provision.  There has been agreement from DMT to move forward on this work, centred around  •recommissioning existing external provision to a better financial model,  setting up a central referral and waiting list for people wishing to move to Extra Care provision  •addressing the charging model for in house provision  •exploring and securing efficiencies in in-house provision and  •considering options and approach to outsourcing of in-house provision    This will have an impact of people using services, staff at both internal and external sites. People who use services are all having an individual review, to ensure that they are receiving a service that meets their needs and so they understand the impact of any changes, including financial. |
| **1.3** | **Who are the stakeholders** |
|  | Current and future residents of Extra Care Provision |

# Section 2: What the impact of the proposal is likely to be

|  |  |
| --- | --- |
| **2.1** | **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.** |
|  | It is thought that this project will provide a more consistent and equitable approach to people – predominantly Older People - who access services via the development of a central list, flexible support and introducing a more equitable approach to charging/ services within the cohort. |
| **2.2** | **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.** |
|  | It is not thought that this proposal will have a positive impact on eliminating discrimination or harassment. |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.3 Review of information, impact analysis and mitigating actions** | | | |
| **Protected**  **characteristic**  **group** | **What do you know?** | **What does this mean – what are the potential impacts of the proposal(s)?** | **What can you do?** |
| Age | Extra Care is predominantly delivered to individuals over 55. There is only one scheme in the district that accepts under 55. 9% of Extra Care residents are under 55. | Any review or change to extra Care will by its nature affect (almost) exclusively older people. | All residents will be consulted on the changes and new social care and financial assessments will be conducted as part of the project. No additional actions required. |
| Disability | 9% of residents have a physical disability  One scheme predominantly offers placements to people with a Physical Disability | It is not anticipated that the proposal will disproportionality impact people due to their disability. | No additional actions required. |
| Gender reassignment | Information is not known on this  issue as the data is not  routinely collected and reported. It is reasonable to assume that a small number of people may share this characteristic. | It is not anticipated that the proposal will disproportionality impact people due to their gender reassignment | No additional actions required. |
| Race | Information on ethnicity is limited as there are high number of ‘not known’ / unrecorded responses within the monitoring returns from the providers.    Of the data available:  9% of people are Asian, or Asian British  4% of people are are Black / African / Caribbean / Black British70% of people are White British  16% of people are from Mixed or multiple ethnic groups  3% of people are from other ethnic backgrounds and 4% are undeclared / not known | The current service does not appear to reflect the population of Bradford in terms of ethnicity, although it is recognised that this information is missing for a lot of people.    It is not anticipated that the proposal will disproportionality impact people due to their ethnicity. | No additional actions required. |
| Religion/Belief | Information is not known on this  issue as the data is not  routinely collected and reported. It is reasonable to assume that people who engage with the service will have a range of religions and beliefs. | It is not anticipated that the proposal will disproportionality impact people due to their religion or belief. | No additional actions required. |
| Pregnancy and maternity | Information is not known on this  issue as the data is not  routinely collected and reported.  The | It is not anticipated that the proposal will disproportionality impact people due to pregnancy or maternity | No additional actions required. |
| Sexual Orientation | Information is not known on this  issue as the data is not  routinely collected and reported. It is reasonable to assume that people who engage with the service will have a range of sexual orientations. | It is not anticipated that the proposal will disproportionality impact people due to their sexual orientation. | No additional actions required. |
| Sex/Gender | Monitoring data shows 42%% of people engaging with the service are male and 58% are female | These figures are similar to the gender of people who use care services in the District. It is not anticipated that the proposal will disproportionality impact people because of their gender | No additional actions required. |
| Marriage and civil partnership | Information is not known on this  issue as the data is not  routinely collected and reported.  Married partners are residents of Extra Care  together in a flat  In the same scheme but separate flats  One partner in Extra Care one in the family home | Financial assessment has mitigations/disregards regarding a partner’s finances. | Individuals will receive a financial assessment to ensure any care contribution is affordable. |
| Low income/low wage | Information is not known on this issue; however, it is reasonable assume that a significant proportion of people who engage with the service will be reliant on benefits. | It is not anticipated that the proposal will disproportionality impact people due to their income levels. | All residents will be consulted on the changes and new social care and financial assessments will be conducted to ensure any financial contribution is appropriate. |
| Care Experienced People (people who were in care as children) | Information is not known on this  issue as the data is not  routinely collected and reported. | It is not anticipated that the proposal will disproportionality impact people due to being care experienced. | No additional actions required. |
| Carers | Information is not known on this  issue as the data is not  routinely collected and reported. | It is not anticipated that the proposal will disproportionality impact people due to being a carer. | No additional actions required. |

# Section 3: Dependencies from other proposals

|  |  |
| --- | --- |
| **3.1** | **Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.** |
|  | Care management have been informed and no additional equality impacts have been identified. |

# Section 4: What evidence you have used?

|  |  |
| --- | --- |
| **4.1** | **What evidence do you hold to back up this assessment?** |
|  | Contract monitoring data  Data on care users from ContrOCC |
| **4.2** | **Do you need further evidence?** |
|  | Not at this stage |

# Section 5: Consultation Feedback

|  |  |
| --- | --- |
| **5.1** | **Results from any previous consultations prior to the proposal development.** |
|  | People living in Extra Care generally provide positive feedback about their experience. People have commented that the service has helped them remain independent and prevents loneliness. |
| **5.2** | **The departmental feedback you provided on the previous consultation (as at 5.1).** |
|  | Feeback from social work staff has generally been positive |
| **5.3** | **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).** |
|  | No additional feedback available at this time |
| **5.2** | **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.** |
|  | Feedback has been positive as these changes will lead to a more consistent offer for residents as well as the savings proposed. |



Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Place – Waste Services | **Version no** | 0.2 |
| **Assessed by** | Richard Galthen | **Date created** | 09/08/2024 |
| **Approved by** | Sue Spink | **Date approved** |  |
| **Updated by** | Richard Galthen | **Date updated** | 18/09/2024 |
| **Final approval** |  | **Date signed off** |  |

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* advance equality of opportunity between different groups; and
* foster good relations between different groups

# Section 1: What is being assessed?

**1.1 Name of proposal to be assessed.**

Street Cleansing and Parks Service Fees

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

*Revised pricing structure and service delivery for the current commercial and/or chargeable services provided to:*

* *Bowling Clubs*
* *Sports teams/clubs*
* *Businesses*
* *Tenants*
* *Landlords*

*If implemented, we would provide a dedicated commercial work team operating with full cost recovery in regard to:*

* *Mowing*
* *Landscaping*
* *Groundworks*
* *Pitch management*
* *Ground leasing*
* *Event leasing*
* *Property leasing*
* *Repairs and maintenance*

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | Y |
| Care Leavers | N |

# Stage 2: Full Equality Impact Assessment:

* 1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

*No*

* 1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

* 1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

*No*

* 1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | L |
| Disability | L |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | M |
| Care Leavers | N |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

*Disproportionate negative impacts potentially for elderly (in relation to bowling greens) and customers with low income. However, our charges are not usually made directly to club members or a business’s customers etc.*

# Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

*Estates – in relation to parks-based properties/lodges that are rented to tenants across the district.*

# Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

*Data analysis shows that the current pricing system, budget and service structure has not been adequate for many years in relation to Street Cleansing and Parks provision. This has caused a budget pressure and also operational pressure on statutory work which directly affects residents.*

**4.2 Do you need further evidence?**

*Yes – continuous monitoring of data including collections, tonnages, income etc.*

# Section 5: Consultation Feedback

**5.1 Results from any previous consultations prior to the proposal development.**

*N/A*

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

*N/A*

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

The public consultation has not happened yet- but relevant feedback will be considered

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**



Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Place – Waste Services | **Version no** | 0.2 |
| **Assessed by** | Richard Galthen | **Date created** | 09/08/2024 |
| **Approved by** | Sue Spink | **Date approved** |  |
| **Updated by** | Richard Galthen | **Date updated** | 18/09/2024 |
| **Final approval** |  | **Date signed off** |  |

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* advance equality of opportunity between different groups; and
* foster good relations between different groups

# Section 1: What is being assessed?

**1.1 Name of proposal to be assessed.**

**Garden Waste Collection Charges**

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

Revised charges for the discretionary Garden Waste Collections Service provided at-cost to residents as an option for removal of their personal garden waste.

If accepted, we would still offer the optional service for residents, but would ensure costs for the service are covered.

The proposal includes a 6% increase due to CPI and an 11% operational increase to cover increasing costs of vehicles, fuel, maintenance and supply of bins.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | Y |
| Race | Y |
| Religion/Belief | Y |
| Pregnancy and maternity | Y |
| Sexual Orientation | Y |
| Sex | Y |
| Marriage and civil partnership | Y |
| **Additional Consideration:** | Y |
| Low income/low wage | Y |
| Care Leavers | Y |

# Stage 2: Full Equality Impact Assessment:

* 1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

* 1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

* 1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

Yes- possibly for low income groups

* 1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | L |
| Disability | L |
| Gender reassignment | L |
| Race | L |
| Religion/Belief | L |
| Pregnancy and maternity | L |
| Sexual Orientation | L |
| Sex | L |
| Marriage and civil partnership | L |
| **Additional Consideration:** |  |
| Low income/low wage | H |
| Care Leavers | L |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

*Service is optional to residents and there are multiple private options and free-use of HWRCs.*

# Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

*None, service utilised by residents only*

# Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

*Data analysis shows that the current pricing system and booking method allows residents to book multiple bins at a reduced rate if ordering early in the year. This potentially places risk on budget if customer doesn’t resubscribe.*

*Costs of bin provision, vehicles, fuel and maintenance have risen in recent years, and this has to be factored into the annual charge for the service.*

**4.2 Do you need further evidence?**

*Yes – continuous monitoring of data including collections, tonnages etc.*

# Section 5: Consultation Feedback

**5.1 Results from any previous consultations prior to the proposal development.**

*Similar consultation for 24-25 budget. Customers generally opposed to price increases, as expected.*

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

*Replies provided as required to detail the need for price increases for this discretionary service.*

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

The consultation has not happened yet.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

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**Equality Impact Assessment Form**  **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Adult Social Care | **Version no** | 0.1 |
| **Assessed by** | Holly Watson | **Date created** | 19/08/2024 |
| **Approved by** | Jane Wood | **Date approved** | 06/09/2024 |
| **Updated by** | Holly Watson | **Date updated** | 17/09/2024 |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

Reduction in the Early Help and Prevention Grant Funding Pots 2025-2026

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

Two Early Help and Prevention grant programmes come to the end of their current funding round on 31st March 2025. Grant recipients are aware of this, with end dates of the grant clearly set out in the grant agreements and guidance provided.

The proposal is to reduce funding available through these grant programmes in their next round by £336,000; this represents a reduction of 21%. The affected programmes are:

* Local Community Support Grants: In the current funding round, grants were awarded for two years from April 2023 to 139 organisations and projects.  The 2024/25 budget for these grants is £1,536,000. The new grant programme will run for one year (from 1st April 2025) with a reduced pot of £1,220,000 per annum, saving £316,000.

* Local Friendship Support Grants: Grants have been awarded on a rolling basis since April 2023, typically for a period of six to nine months. All grants will end by 31st March 2025. The 2024/25 budget for these grants is £70,000.  It is proposed that the new grant programme runs for one year (from 1st April 2025) with a reduced pot of £50,000 per annum, saving £20,000.

The proposed reduction in funding will result in fewer grants being awarded and/or smaller grant amounts being given to applicants.

**1.3** **Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | Y |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | Y |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

A full EqIA, has been completed.

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

Whilst the proposal to reduce the funding will reduce the scale of the programme’s impact and the service on offer, but fundamentally the grant programmes contribute to both these aims, supporting people with shared characteristics related to age and disability to build links with communities.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Yes.

This proposal will have a disproportionate effect on people receiving support and services funded through the grant programmes, compared to people who do not.

People receiving support and services funded through the grant will have shared characteristics related to age (Local Community Support Grants support organisations and groups working with older people) and disability (Local Community Support Grants support organisations and groups working with people with a learning disability and age-related disability such as frailty and the Local Friendship Support Grants support organisations and groups to work with people with dementia and people with sensory impairments).

**2.4** **Please indicate the level of negative impact on each of the protected characteristics?**

(High (H), medium (M), low (L), no effect (N))

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | M |
| Disability | M |
| Gender reassignment | N |
| Race | L |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | L |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

Impact has been assessed as medium for the groups primarily supported by the grants, and low for groups where this characteristic is taken into account within the community interest evaluation criteria. This is compared to people who do not access services. Actual impact is hard to assess until applications have been received and evaluated. The number of people impacted by the reduction is likely to be low. See the evidence section for more information.

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

Negative impacts have been mitigated through seeking to making only a reasonable and proportionate reduction to the grant programmes. The grant programmes will continue at 79% of the funding available in previous years. Current grant recipients are aware that future financial assistance is not guaranteed.

There has always been an expectation that projects should consider how to sustain themselves in the longer term (this was stated within the grant documents issued in the 2023 round) and this emphasis will be increased, with the inclusion of the requirement to look for funding outside of the Council to support sustainability of provision going forward. Organisations should seek funding sources throughout the life of the one-year grant. Organisations should look for funding from grant making trusts and through other fundraising activities.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Plans to reduce funding available through the grants have been discussed with operational teams in Adult Social Care who may refer or signpost to grant funded groups and organisations.

**Section 4: What evidence you have used?**

**4.1** **What evidence do you hold to back up this assessment?**

The following data was collected from grant monitoring returned and based on data from 4,415 people who accessed activities funding through grants (note: there was a high number of blank responses in some categories)

|  |  |
| --- | --- |
| Age | 16-17 year olds – 29  18-25 year olds – 162  26-29 year olds – 83  30-49 year olds – 370  50-64 year olds – 1002  65-74 year olds – 1184 |
| Disability | No  - not disabled – 971  Yes – disabled – 1234 |
| Race | White - 2209  Mixed Heritage – 61  Asian and White – 67  Black Caribbean and White – 26  Asian – 1133  Black – 202  Other ethnic group-15 |

Local Community Support Grants:

In 2023, 139 grants were awarded at that time totalling £1,337,200 (uplifts were subsequently applied). Six grants have subsequently been withdrawn as services were not delivered within the conditions of the grants. If all successful applicants apply for the maximum grant available 102 grants would be available. However, based on previous rounds it is likely the that total grants awarded will be above this as some applicants will apply for less than the maximum amount.

Each grant funding organisation in the Local Community Friendship Grants supports an average of 32 people a year.

Local Friendship Support Grants

In 2024/25 19 grants have been awarded. The number of eligible applications has meant that the full grant pot has not been spent in 2024/25. It is estimated around 24 grants will be available in 2025/26. These grants fund a range of things, including equipment (e.g. loop systems, memory boxes, gardening equipment) and set-up costs which will continue beyond the life of the grant.

**4.2** **Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

Consultations have taken place in regard to both grant programmes previously.

People told us services and groups funded through the grants:

* had increased their confidence
* Helped them have more friends
* Improved their emotional and mental health
* Gave them opportunities to try activities, including being more physically active

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

N/A

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

Feedback from the previous grant programmes has been used to inform decisions about the future grant programmes

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

Feedback will be reflected in the eligibility and outcome criteria set during the grant application process.

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**Equality Impact Assessment Form**  **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Adult Social Care | **Version no** | 0.1 |
| **Assessed by** | Holly Watson | **Date created** | 03/09/2024 |
| **Approved by** | Jane Wood | **Date approved** | 06/09/2024 |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

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* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

Review of LD Care Home Block Contracts

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

Additional funding is being sought from the NHS under continuing healthcare arrangements for a number of residents at our block commissioned Learning Disability residential and nursing care homes whilst these services are reviewed and decommissioned. This will reduce Council spend on the block contracts for these services.

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No. The proposal relates to ensuring that funding for people living in the block contracted care homes comes from the appropriate source. It will not directly impact on services to the people living in the homes at this time.

The future potential decommissioning of service will be assessed as appropriate as work develops.

**2.4** **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | N |
| Disability | N |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)

Not applicable

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Not applicable

**Section 4: What evidence you have used?**

**4.1** **What evidence do you hold to back up this assessment?**

* Information from social work teams carrying out reviews

**4.2** **Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

Not applicable. This proposal involves following existing standard procedures for review and continuing healthcare

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

N/A

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

N/A

**Equality Impact Assessment Form**  **Reference 25-2690**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Adult Social Care | **Version no** | 0.1 |
| **Assessed by** | TBC | **Date created** |  |
| **Approved by** | Rachael Meadows-Hambleton | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

1. **Name of proposal to be assessed.**

Develop Asset Based Community Development (ABCD) Partnerships

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

This proposal is for the development of Asset-based, co-production partnerships within the districts to support Older People with low-level needs, needs pertaining to isolation, loneliness, anxiety and low-level mental ill-health.

The partnerships would be a preventative measure, meeting our duties under the Care Act 2014, in line with the Council Vision and the Adult Social Care three-year plan.

As well as presenting people with social care needs with the opportunity to meet those needs locally, within their communities, there is an opportunity to reduce, prevent and delay the need for formally commissioned care and support, as well as supporting informal carers in their caring roles.

The partnerships would look to source funding for activities from various sources, such as the National Lottery Community Fund, rather than funding through public bodies, such as the Council.

**1.3** **Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | Y |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** | N |
| Low income/low wage | Y |
| Care Leavers | N |

No negative impact is anticipated on any group of people with a protected characteristic. This proposal intends to have a positive impact for people, involving them in co-production and individualised solutions to non-formal services which could support meeting their needs. Stage 2 explores how these groups may be positively impacted.

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

Yes, this proposal will support Older People and people with disabilities to form social networks within the communities that they reside in. It will offer opportunities to meet low-level social care needs in a way which is individual and meaningful improving desired outcomes, independence and quality of life.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

It is possible that this proposal could have a positive impact to support eliminating discrimination by bringing groups of people with protected characteristics together both in the co-production element and the activities. An example could be linking people with the Bradford Hate Crime Alliance to raise awareness of reporting hate crime and gaining support as victim.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | N |
| Disability | N |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

No negative impact is expected for any groups with protected characteristics by this proposal.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

N/A

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

The Welcome Project

*The Welcome Project offers alternatives to traditional services for those with support needs using a co-productive model. Currently we work with a hotel which provides an alternative to a traditional lunch club, and Keighley Volunteer Centre to allow those in food poverty to grow, cook and share food. Previous groups have included sessions at Jam Radio and Parkside Social Club as alternative to social day care. All our projects are designed with the people who will use them and with the intention of sustainability beyond initial funding.*    
*We also provide Wellbeing Cafes at Haworth and Oxenhope on behalf of Bradford Council and are looking at ways to reduce costs by introducing the same model.*

(LinkedIn)

Practice examples of asset-based, strength-based approaches in other areas –

[Community-centred and asset-based approaches – UKHSA Knowledge and Library Services (koha-ptfs.co.uk)](https://ukhsalibrary.koha-ptfs.co.uk/practice-examples-2/caba/)

Explanation of asset based approaches – Social Care Institute for Excellence [Bing Videos](https://www.bing.com/videos/riverview/relatedvideo?q=benefits+of+a+community+asset+based+approach+to+social+care&qpvt=benefits+of+a+community+asset+based+approach+to+social+care&view=riverview&mmscn=mtsc&mid=70117B31DE2A50D4726C70117B31DE2A50D4726C&&aps=6&FORM=VMSOVR)

**4.2** **Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

No Statutory consultation is required for this proposal, however, co-production is an essential element of developing individualised and meaningful activities in different communities and areas of Bradford.

The co-production process may generate some feedback which can be considered in the EqIA at a later stage.

**5.1** **Results from any previous consultations prior to the proposal development.**

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **1.0** |
| **Assessed by** | **Christine May** | **Date created** | **3 July 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** | **Christine May (following comments from Khalida Ashrafi)** | **Date updated** | **22 August 2024** |
| **Final approval** |  | **Date signed off** |  |

**Shape**

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* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Proposal to reduce library opening hours.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

Bradford Council is undertaking a strategic review of its libraries service to identify how overall operating costs can be reduced, with a view to saving £175k in financial year 2025/6. This review will focus on the overall costs of the library service which are mainly contained within the council run libraries and specifically review facility operating costs, usage data, property and asset stock-condition and the potential for alternative operating models to be adopted.

The Review is now at a stage where initial ideas and options for making savings have been identified.  These fall under 4 headings:

* Reduce or withdraw funding support for Community Managed Libraries (CMLs)
* Reduce library opening hours
* Make more use of volunteers
* Increase income

The Council’s Executive approved the recommendation to carry out public and staff/union consultation on an initial proposal to achieve the 2025/6 saving by reducing library opening hours.  It is anticipated that opening hours would need to reduce by up to 15% to achieve the required levels of savings.

Following a review of library usage data from 2023/4, two options have been developed for each of the 10 Council run libraries.  These are as follows:

Bingley Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Saturday close earlier at 4pm, and close at 12.00 on Friday

Eccleshill Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Saturday close earlier at 4pm, and close at 12.00 on Tuesday

Ilkley Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Saturday close earlier at 4pm, and close at 12.00 on Friday

Keighley Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Saturday close earlier at 4pm, and close at 12.00 on Friday

Laisterdyke Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Close at 12.00 on Friday

Manningham Library:

Option 1: Open later at 10.30 Monday – Saturday

Option 2: Close all day on Friday

Shipley Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Saturday close earlier at 4pm, and close at 12.00 on Monday

Wibsey Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Close earlier at 12.30 on Monday and Wednesday

Wyke Library:

Option 1: Lunchtime closure 12.30 – 13.30 Monday – Saturday

Option 2: Close earlier at 12.30 on Monday and Wednesday

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **Y** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **Y** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Reductions in library opening hours may have a disproportionate impact on people of working age as the proposals are focused on reductions at lunchtime and shorter Saturday hours, which may be when working people are more likely to use the library.  Otherwise, the proposals still enable a good range of options for people to use the library throughout the week across morning, afternoon, evening and weekend hours.

Some disabled people may have mobility issues which may make it harder to access services with reduced opening hours at lunchtime (if this option was chosen) if it takes them longer to get to and use the library.

Older people / pensioners and people on low incomes may be at most risk of negative impact from changes to the accessibility of local library services as they may have less ability to pay to travel further if they need to access an alternative service location.  These groups also often have a need for warm spaces in the winter- this could particularly affect our older communities, possibly our disabled members of the community and low income groups which are intersectional across race, faith/belief, disability and age.  Libraries have a key role in providing safe warm spaces in the winter, so any reduction in opening times would affect availability to these groups.

The service recognises that libraries are a place of sanctuary for many people with protected characteristics.  The level of trust in library staff is second only to trust in medical professionals according to research, and people of all ages, races, religions and sexuality are welcomed and encouraged to use the service.  Reducing the hours that libraries are open, therefore, could have a low level of impact on people across a range of protected characteristics, if they are unable to access a library at certain times.  We are particularly conscious that libraries are seen as a safe space for women from South Asian communities across the district and so this change could have a particular impact on this group of library users.

A further appraisal of the impacts will be made following feedback received during the 6-week stakeholder engagement and consultation process taking place July - September 2024.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **L** |
| **Disability** | **L** |
| **Gender reassignment** | **N** |
| **Race** | **L** |
| **Religion/Belief** | **L** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **L** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **N** |

**2.5** How could the disproportionate negative impacts be mitigated or eliminated?

The revised opening hours will continue to ensure that access to library services is available at a range of days and times across the week to maximise the opportunities for people in all groups to find a suitable time for their visit/s.  The proposals were developed using existing usage data so that the reductions are targeted when libraries are least used.

The proposed lunchtime closure has been set at 12.30 – 1.30 to enable working people who have a lunch break at either 12.00 – 1.00 or 1.00 – 2.00 to still be able to access the library during that time.

The proposed half day / day closures have been set at times when the library is least busy.  This will still leave other days during the week when the library is open.

The shorter Saturday opening is in line with weekend opening hours at libraries elsewhere in the region / country and use tends to drop off towards the end of the afternoon, currently.

Feedback from previous changes to library opening hours indicate that consistency of timings is very important so that customers can remember when libraries are open; this has been borne in mind in proposing the options.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Other services and community groups which use the library for meetings, sessions and events will need to be consulted and engaged around the changes.  Most sessions do not run early in the morning, over lunchtime or at the end of the day, they are normally mid-morning or afternoon, so most of the changes will not impact these groups.  However, where groups would be impacted, the Service will try to accommodate them at alternative times or days of the week instead.  Sufficient notice will be given to enable such changes to be arranged and communicated. The savings from this change is based on a reduction in staffing rather than building running costs; self-organising groups are welcome to hire library spaces outside of unstaffed hours by arrangement if they wish.

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

The full year library use data for 2023/4 was used to determine the best times of the day and week for each library to consider closure, i.e. the least used times.  Feedback from frontline staff, council colleagues and managers has also been used  to assess the potential impact.  This will be supplemented by the feedback received from public and staff consultation.

**4.2 Do you need further evidence?**

Yes, we will seek to engage and consult with protected characteristic groups, library users and local communities before finalising proposals.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

Feedback on previous changes to library opening hours, which changed in December 2023 to reduce the number of evening sessions, are available.  There were a total of 1187 responses to that survey, including users from all 10 Council libraries.  A total of 905 (76%) respondents agreed with the proposals compared to 282 (24%) who did not.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

The results of that previous consultation were provided to staff, Councillors, Level 3 meeting with union representatives, and the public.

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

Having published your proposals further consultation work is likely to be needed. If undertaken the results from this should be listed here.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

This section will be updated once the consultation period has closed and the feedback is collated and analysed.   

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Children’s Services** | **Version no** | **2** |
| **Assessed by** | **Stu Barratt** | **Date created** | **13.9.24** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

This proposal is to increase the income generated by Children’s Services’ traded offer, specifically through the Education Psychology team.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The Education Psychology service currently works with over 70% of schools across the local district. The proposal is to both increase business with our existing partner schools, and to further grow our market share across the district. We will undertake a commercial planning process to determine opportunities to offer additional provision to schools and other partners. This will also be a platform to market our wider expertise and offer to schools, in particular attendance, welfare and commercial services.

This approach will generate additional income of £100k and does not impact the Council’s core statutory work for children with SEND.

Dialogue schools and other partners has already established interest in buying in additional Educational Psychology capacity. Bradford is a regarded as a leading area in providing statutory advice and support in Educational Psychology and the service has a strong reputation locally.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No

1. **Please indicate the level of negative impact on each of the protected characteristics?**

Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.

(High (H), medium (M), low (L), no effect (N))

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **L** |
| **Disability** | **L** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

The proposal would result in the provision of additional non- statutory capacity in schools to support pupils. This is not related to core statutory work for the assessment of children with SEND for Education, Health and Care Plans (EHCP). The offer will be district wide.

As such, the impact on the groups with protected characteristics is not negative.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

The proposed changes are subject to consultation with all relevant stakeholders and Executive approval as part of the Council Budget process.

We will work with a range of internal and external stakeholders including:

* Schools across Bradford;
* Children’s Services SEND Integrated Assessment team;
* Local partners delivering SEND services and advocacy.

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

The existing delivery model and resource allocation plan for the Educational Psychology service captures and tracks additional demand for the traded services offer. We have collated evidence of requests from schools and other agencies seeking to purchase additional capacity from the Educational Psychology service.

**4.2 Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

N/A

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

It is vitally important that this proposal is consulted on with relevant protected groups and key partners to ensure the potential impacts of implementation are understood. All feedback from the budget consultation will be considered.

The Educational Psychology service will engage with our commercial partners to ensure that any future requests are considered and then allocated where they are agreed.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

Budget consultation feedback will be considered as and when it is received and, if appropriate, built into the implementation model.

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**Equality Impact Assessment Form Reference –**X5 Contact Management

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Transformation and Change | **Version no** | V0.4 |
| **Assessed by** | Vicky Smith and Heidi Hardy | **Date created** | 17/11/23 |
| **Approved by** | Gemma Emmett / Caroline Lee/ Joanne Conlon | **Date approved** | 14/12/2024 |
| **Updated by** | Vicky Smith – Reviewed and accepted comments by Khalida Ashrafi | **Date updated** | 19/07/2024 |
| **Updated by** | Vicky Smith – Reviewed and accepted comments by Khalida Ashrafi | **Date updated** | 16.09.2024 |
| **Final approval** | Caroline Lee | **Date signed off** | 17.09.2024 |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

Contact Management Transformation Programme

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

The Contact Management Programme has been initiated as part of the Transformation and Change Portfolio to fundamentally change the way it delivers services by increasing organisational capacity and strengthen frontline services, allowing the Council to achieve better outcomes for its residents, businesses and communities.  The programme will support a Council’s Digital Channel Shift Strategy for Contact Management.

The proposed Business Case for Contact Management will not result in the cessation of any of the services provided but will instead provide an optional method of digital service request for residents who will be enabled to self-serve. The initial business case focusses on 6 key service areas Council Tax, Waste, Parking, Clean Air Zone, Adult Social Care and Housing Options,

Service users and wider community: increased flexibility and choice in how to contact/interact with the Council to resolve queries, issues or service requests through the broadening of contact channels in the new contact centre solution. This could be through any or all the following channels: telephony, SMS, email, social media, web chat, bot or by starting the contact on one channel and being given an option to change to a different channel mid contact. Modernising the Council’s range of contact channels as well as maintaining traditional channels for those who prefer to use them through the replacement contact centre solution either out of choice or necessity. The contact channels available through the contact centre solution will complement other existing channels such as face-to-face and digital self-service.

 Process mapping of the “as is” and “to be” processes and user journeys has taken place providing a clear benchmark for establishing and prioritising the projects within the programme.

The planned programme of work will be developed with both services and residents/customers/users and will deliver the following organisational and customer change.

External Contact channel shift and automation

By improving the External contact channel and introducing further automation for our citizens and service users, the council will further accelerate the digital channels and increase the consistency for users

Contact process improvement

A review of all the design end-to-end user journeys is required to ensure efficiency to minimise handovers and reduce administrative burden

Reduce avoidable contact demand

By reducing demand for initial enquiries and simple assessments by improved self-service and triage following the review and implementation of end-to-end user journeys.

The Customer Contact Programme sets out to deliver effective change through:

* **Make better use of resources** through ensuring contact agents and teams can manage contact in a consistent way whilst problem-solving. This work would identify priorities for consolidating contact.
* **Channel shift**: The implementation of end-to-end digital journeys, and a front door and pre-front door which signpost and triage efficiently. This work would accelerate the development of digital journeys, ready to build.
* **Improve processes and reduce avoidable demand:** A single view of the user which reduces manual effort between systems and users having to repeat themselves. This work will inform the business case for Contact Management for creating a single view of the user.

Channel shift can impact on specific service access issues for various equality strands. The process of developing and implementing a channel shift strategy needs to be guided by insight specifically relating to:

* The customer, including equalities access issues (such as plain English and text size).
* The services an organisation provides and each service area in question.
* The current delivery channels at the organisation’s disposal, as well as those that may be available to be / need to be used in future. It is also important to bear in mind:

* The target audience’s access to technology.
* The type and complexity of the contact.
* The skill sets of individual service users.

Online access to services is a highly effective channel with considerable benefits for customers, as they can be easy and quick to use and available whenever customers need them.

Online services are also beneficial to Bradford Council as they have a relatively low administrative cost when managed well. The public sector must also meet the needs of people who do not (yet) have access to the internet. ‘Digital Inclusion’ therefore is a core element of any government/public sector channel strategy.

Many older residents’ preferred method of contact remains by telephone or in some cases face to face, and although more than half of pensionable people nationally are users of social media, this remains significantly lower than other age bands and the option of contact by telephone or face to face will remain in place.

The businesses/system processes through Customer contact are being re-designed to improve the quality of service provided to citizens within the district.

Any mitigation required such as training, policy change, advice and guidance will be recorded on the appropriate action log for each project and within the action log for this Assessment.

The Project Team have reviewed Bradford’s demographic dataset to **understand resident characteristics and trends** to ensure these can be taken into consideration in future decisions around customer contact solutions (feeding into the business case for the development of the Customer Contact Programme). 

The Programme Board and project teams will collaborate closely with the Council’s Digital Inclusion lead, to review service redesign, and look for opportunities to support digital channels where this is not currently available for residents.

**1.3** **Stage 1 Assessment:**

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|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | N |
| Race | Y |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | Y |
| Care Leavers | Y |

A map of different regions

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**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

The Equality Act 2010 requires that we give due regard to **advancing equality of opportunity and fostering good relations**. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Protected characteristic** | **Potential positive impacts** | **Potential negative impacts** | **Evidence** |
| Age | People who prefer to self-serve  will benefit from this policy. This  may include younger people.  A single point of access for all  council services will make it  easier for customers to access  the information and services  they need. | People who are digitally excluded will be impacted by this policy. This group may include older people.    This will also impact older people from diverse backgrounds whose first language may not be English and may not be familiar with UK systems- for examples new arrivals and asylum seekers/refugees.  Training to face to face services who are responsible to provide services to new arrivals will be trained to share the digital channels/information with this group.    Channel shift strategy towards digital offerings could be seen as impacting older people with less propensity to using these channels, however this proposal is not closing traditional contact channels such as telephony and face-to-face. | Data shows that almost all adults aged 16-54 regularly use the  internet. This drops to 41% in those aged 75+. |
| Disability | None | People who are unable to self-serve may be impacted by this change.  This group may include  people with certain types of disability.  However, face to face and postal service will remain in place.  Introduction of web-based channels such as IVR, bot, web chat may have an impact on staff with accessibility needs and those staff may not be able to incorporate those channels into their skill set, as well as being seen to be disadvantaging citizens who are unable to use these channels due to disabilities preventing their use.  Online services could present considerable cognitive demands. especially where people are not familiar with using technology. This may appear particularly challenging for participants with memory and learning, understanding or concentration impairments, however we are looking to still offer advice to groups who are not able to use digital services. | Latest data from ONS  states that 39% of adults with disabilities  aged 75+ used the internet recently  compared with 49% of non-disabled adults |
| Gender reassignment | None | None | None |
| Race | None | This may effect people from diverse backgrounds whose first language may not be English and may not be familiar with UK systems- for examples new arrivals and asylum seekers/refugees.  Training to face to face services who are responsible to provide services to new arrivals will be trained to share the digital channels/information with this group. | None |
| Religion/Belief | None | None | None |
| Pregnancy and maternity | None | None | None |
| Sexual Orientation | None | None | None |
| Sex | None | None | We are reviewing to see if there is a greater impact to women who are fleeing Domestic Violence. |
| Marriage and civil partnership | None | None | None |
| **Additional Consideration:** |  |  |  |
| Low income/low wage | None | Access to technology to access new channels such as web chat, social media may be hindered disproportionately affecting people from deprived areas from experiencing the same level/speed of service as needing to rely on traditional channels such as telephony and face-to-face which may be less immediate (depending on service levels, queue lengths, SLA’s etc.) | Bradford District Digital Inclusion data |
| Note: | | | |

1. **Please indicate the level of negative impact on each of the protected characteristics?**

  .

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | L |
| Disability | M |
| Gender reassignment | N |
| Race | L |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | L |
| Care Leavers | L |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.

|  |  |  |  |
| --- | --- | --- | --- |
| **Potential impact (positive**  **or negative)** | **Action needed to maximise**  **positive impact or mitigate**  **negative impact** | **By when** | **Owner** |
| We will consolidate our points of contact to ensure customers can access our information and services via a range of contact channels’ work | The Business Case for Contact Management offers increased flexibility and choice in how to contact/interact with the Council to resolve queries, issues or service requests through the broadening of contact channels in the new contact centre solution. This could be through any or all the following channels: telephony, SMS, email, social media, web chat, bot or by starting the contact on one channel and being given an option to change to a different channel mid contact. Modernising Bradford Council’s range of contact channels as well as maintaining traditional channels for those who prefer to use them through the replacement contact centre solution either out of choice or necessity. The contact channels available through the contact centre solution will complement other existing channels such as face-to-face and digital self-service. | To be determined | Joanne Hyde |
| The potential withdrawal of telephone based mediated access to some services will have a negative impact on customers who are digitally  excluded and/or unable to self-serve. This group is most likely to include older people and people with disabilities | We recognise that some of our customers may not be able to self-serve. Customers who are digitally excluded will still be able to contact the council through traditional methods such as telephone. The contact centre will provide instruction and support to any customers who have trouble using digital or  automated services and those whose first language is not English.    A discrete mediated service will be offered to vulnerable customers who are unable to self-serve, even with assistance. Although some  customers may still require assistance from the contact centre this channel shift strategy will lead to an overall significant reduction in call volumes.    Training will be provided to contact centre staff to ensure that  ulnerable customers are correctly identified and provided with appropriate support and/or  mediated access. The customer  services in-house training team will deliver this training to ensure take up by all staff.    Further engagement scheduled with the Disabled Colleagues Network, Translation and Interpretation service and Sensory Support team.    Need to take advice on how to mitigate this and understand this impact better for services users who fall within the category of deprivation/digital poverty. | To be determined.  Customers will receive additional support as, and when, required | Joanne Hyde |
| The withdrawal of telephone  based mediated access to some services may have a  negative impact on customers  who do not speak English as  a first language | Customers who do not speak English as a first language may have difficulty in reading or  understanding online instructions.    The contact centre has access to a telephone interpretation service  and would offer this as part of a  mediated service to customers who are unable to use online or  automated services due to language difficulties in the same  way as they do at present. Customers will be provided with translation services within the website. | To be determined  Customers will receive additional  support as, and when, required | Joanne Hyde |
| The proposed changes will provide an opportunity to raise awareness of the ability of the majority of Bradford District’s  residents, of 24/7 self-serve options for a number of transactions | Some residents and other customers may find it easier to use self-serve options. The channel shift strategy will help to promote online self-serve options which are  available 24/7. | To be determined | Joanne Hyde |
| Proposed changes and any staffing changes | A range of functional and non-functional requirements will be included in the Business Case to ensure that we can best evaluate vendors on how they meet our needs, specifically in terms of staff groups with accessibility requirements for system/app use as part of their role, and for citizens to have a range of channel option to choose how to engage with the Council that best suits their needs. Any subsequent proposals which were likely to impact on workforce would be subject to staff consultation in accordance with our Managing Change Policy. | To be determined | Joanne Hyde |
| Training requirements for staff and users | For our internal workforce – a wider range of contact channels and full contact blending enabled technology will require sufficient training to be provided on the new platform before it goes-live as well as training on any subsequent changes and updates to the platform components. This training will need to be made available centrally to ensure that staff on maternity/paternity leave have access and feel fully supported in the changes. Training and roll-out approaches are being evaluated as part of any tender.  Best practice and internal training and engagement will provide colleagues and users with support on best practice approaches to ensure this is covered. | To be determined | Joanne Hyde |
| Support  for our residents and service users | Additional support will be required to help our residents and service users to enable and encourage them to use digital channels.  Our Customer contact, Face to Face services and  Libraries will have a pivotal role to play in supporting residents and service users in the move to digital channels | To be determined | Joanne Hyde |
| Digital Inclusion | Access to technology to access new channels such as web chat, social media may be hindered disproportionately affecting people from deprived areas from experiencing the same level/speed of service as needing to rely on traditional channels such as telephony and face-to-face which may be less immediate (depending on service levels, queue lengths, SLA’s etc.)   We will look at the change management process and ensure the administration of the change is in respect to protected equality groups. | To be determined | Joanne Hyde |

|  |  |
| --- | --- |
| **Information and**  **engagement**  **underpinning equalities**  **analysis** | * The communications team will be consulted to ensure that appropriate messaging is undertaken for each proposal that may impact customers, including those with protected characteristics. The approach for each proposal is likely to vary depending on what service is being considered. * Staff briefing sessions and training will be undertaken to ensure that vulnerable customers and those unable to self-serve due to digital exclusion are given appropriate assistance and support to access the services they need |
| **Key impacts (positive**  **and/or negative) on**  **people with protected**  **characteristics** | * Residents who are digitally excluded, including older people and people with disabilities, will be impacted by these proposals. * People who have English as a second language may find it challenging to understand/follow online and/or automated instructions. * Opportunity to raise awareness of 24/7 self-serve options for a number of services which may benefit some people with protected characteristics. |
| **Changes you have**  **made to the proposal as**  **a result of the EIA** | None as yet |
| **Key mitigating actions**  **planned to address any**  **outstanding negative**  **impacts** | * A discrete mediated service will be offered by the contact centre to vulnerable customers, and customers who do not have English as a first language, if they are unable to self-serve, even with guidance and instruction. * Training will be provided to contact centre staff to ensure that vulnerable customers are correctly identified and provided with appropriate support and/or mediated access |
| **Potential negative**  **impacts that cannot be**  **mitigated** | None |

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

The programme will be cross-cutting through the council but initially covers 6 key service areas and regular communications will be undertaken internally and externally. During the programme initiation a communication strategy was undertaken to identify all stakeholders who will be involved. The Project Team spent ten weeks with the following teams: Customer Services (visible services including waste, clean air, parking, housing options and housing benefits), Council Tax and Adult Social Care in order to map 35 resident journeys. Listening directly to resident calls to understand common queries, the use of technology and opportunities for improvement.   

The Project Team also ran workshops and deep dives with Managers across the front and back-office teams through the organisation to obtain demand data across all channels and review the end-to-end journeys. 

We have undertaken a baseline to understand the FTE effort required to respond and service all contact activity across different resident journeys.

The IT requirements to support the Customer Contact Service will also ensure that any impact on protected characteristics.

As part of the Programme all training which is arranged will consider protected characteristics.    All training that may be required will ensure that where possible will that it just does not include sessions via Teams, user guides will be written and where appropriate super users for the system (regardless of their protected characteristic) will be available to support colleagues and users.  The Customer Contact Team will be included in training and development plans.

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

The programme have reviewed Bradford’s demographic dataset to understand resident characteristics and trends to ensure these can be taken into consideration in future decisions around customer contact solutions (feeding into the Council owned business case).

As part of the programme, we will be working closely with the communications team to identify forums for the organisation to be involved in where we can consult.  This engagement will continue through the current Business Case stage and beyond into delivery.

**4.2** **Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

Previous consultation includes a staff May 2023 which informed the development of the Programme.

Voice Automation

PWC reviewed existing data to identify three potential areas for voice automation.

They estimated potential benefit ranges by applying our experience from other authorities.

PWC engaged with our ICT and service teams to verify the following high-level assumptions:

* AWS Connect technology will be put at the end of your IVR, rather than replace your telephony.
* main contact centre systems is Civica 360
* main Revenues & Benefits software is Northgate.

In addition, it was assumed that:

* Capacity released through reduction in calls can be translated into cashable savings through FTE release / reduction.
* No redundancy costs will be incurred due to staff turnover rates.
* ICT capacity and capability is available to enable implementation, from systems and access to enabling go-live.
* Procurement capacity is available to facilitate quick access to GCloud suppliers.
* Call listening and analysis can be undertaken alongside your contact teams to refine the benefits case and go into detail around the types of calls received by the Council.

Customer Contact

PWC found that our current contact management processes are fragmented, workflows have not been optimised and user experiences are inconsistent.   Based on similar work with other authorities, a possible 10-15% of baseline FTE effort can be saved through a combination of the following cost reduction levers. Based on an initial view of contact volumes, this would represent a ROI of 3:1, although further work to confirm volumes and types of contact was conducted to verify the assumptions.

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

The Head of Transformation and Change has provided updates as to the reasons for the changes to CMT and consultation will continue to take place during the Programme.

The Programme Manager will ensure that any projects within the Programme requiring specific changes/alignments to staffing structures within the respective service will ensure that the Trade Unions will be consulted as a part of this process.

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

It is proposed that consultation with representatives from service users will be managed through the individual project boards within the programme.    As part of the initial consultation for the website, we have held two workshops with content owners from across the council and submitted surveys to complete with external focus groups to obtain feedback with regards to the current website and usage.  We have also initiated a small cross-party member group to obtain feedback and consultation around the Contact Management Programme.  As part of the Local Partnership commission, interviews are being held to obtain feedback on customer services, which will be included in the recommendations for the Customer Service strategy and operating model. In addition, all staff will be consulted at the appropriate stages, requesting feedback through surveys and focus groups where appropriate.   Where possible service users will be included in any consultation to changes which may affect them directly for example the development of customer contact web forms.   We would like to undertake a wider engagement with community groups in co-designing solutions and gathering their experience of using each solution before going live – this will be done through specific Resident User Focus groups or this purpose. The programme and any subsequent budget set for this Programme may be subject to change following the outcomes of these consultations and any recommendations.   The consultation period for budget proposals are taking place soon and feedback received on this proposal will be considered.

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The Transformation and Change Programme Manager will attend the Customer Contact Programme Board and will provide regular formal updates through the programme on any issues arising from consultations taken / taking place as a result.

Greater scrutiny of functional and non-functional requirements from both the staff and citizen user perspective to ensure the Council is procuring goods and services that uphold and support the Public Sector Equality Duty and that delivery planning is done in conjunction with staff led groups who can inform and support optimum results for the transition on the technology being implemented as part of this Business Case.

There is a need for a Customer Charter for Customer Contact to be produced that meets the needs of all users with protected characteristics, so residents are clear about response times, access routes and expectations on service delivery.

A robust Communications Strategy will be implemented during the life cycle of the programme.

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**Equality Impact Assessment Form**

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| **Department** | **Corporate Resources – HR** | **Version no** | **V1** |
| **Assessed by** | **Adam McKay, Nicole Hempsall and Pam Sandhu** | **Date created** | **8 August 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Pay allowances review for Bradford Council

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The Council is having to make £40m of savings in 2024/25 and £35m every year for the following 4 years. The Council has to make a number of difficult decisions given the extent of the financial challenges and the exceptional financial support (EFS) through Government.

Currently 58 pay allowances are being paid in the Council. The proposal is to evaluate these pay allowances with regards to their viability including their cost and application.

It is timely and appropriate to review such allowances in order to streamline the processes, as well as consider viability, eligibility and consistent application which would underpin an opportunity to realise savings across the Council.

Some of the pay allowances are attached to either APT&C/manual /Craft/ terms and conditions, whereas some appear to be linked to historical local collective agreements. Other allowances have been inherited via TUPE transfers of employees into the organisation.

It is important to note that differences in the application of many pay allowances has eroded over time which has led to inconsistencies of eligibility for payment as well as a lack of audit and governance controls across the Council.

The review of allowances could impact any member of staff, regardless of protected characteristic, that is in receipt of a pay allowance. Through initial findings it is not possible to identify who will be impacted until the Allowance Programme Board makes a decision on which pay allowances will be reviewed.

Following the review,  allowances may be streamlined in terms of eligibility and application and improved audit and governance arrangements will be implemented. The review could also see selected allowances removed following appropriate consultation.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Yes. the removal of certain allowances may have a disproportionate impact on those who are low earners.  A consolidation of the allowances process is envisaged to enhance governance and improve consistency across the Council.

1. **Please indicate the level of negative impact on each of the protected characteristics.?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L/M** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

Low income/low wage earners may be seen as being disadvantaged if some pay allowances are removed but this can be mitigated and eliminated by consulting with trade unions for support and guidance on how to deal with potential allowances changing.

Mitigation for other negative characteristics identified during the process will also be considered and conversed on with the Trade Union's

Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

A range of services are involved in the review of allowances to ensure service provision remains fit for purpose. Services will be part of the overall consultation programme.

Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

Benchmarking has been carried out against other neighbouring LAs via Yorkshire

and Humber networking.

HMRC website has been used to see if any tax relief can be claimed against any allowance being reviewed.

**4.2 Do you need further evidence?**

A deep dive/ detailed investigation will be needed at departmental level with

relevant managers to identify gaps in current data for employees identified in the process once pay allowances identified for review.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

N/A

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**N/A**

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**Equality Impact Assessment Form**

**EqIA Reference –  X8**

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| --- | --- | --- | --- |
| **Department** | **Non Service** | **Version no** | **0.1** |
| **Assessed by** | **Andrew Cross** | **Date created** | **22.08.2024** |
| **Approved by** |  | **Date approved** | **22.08.2024** |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Reductions to the budget for added years pension contributions

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This proposal was agreed as part of the 2024-25 budget process and relates to achieving budget savings through the reduction in the cost of added years pension entitlements that were agreed as part of redundancy and other exit packages for former employees that left Council employment many years ago.

The cost of these added years pension payments to the Council increases each year in line with inflation/ actuarial valuations, but it also decreases as the numbers of recipients reduce with the passing of time.

The savings will total £900k over 2 years with £800k delivered in 2024-25 and the remaining additional £100k in 2025-26.

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

Not applicable. The saving results from reductions in the numbers of the recipients with the passing of time. The recipients are pensioners who left the authority many years ago but are still benefiting from agreements that were made as part of prior redundancy and other exit agreements.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

Not applicable.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Not applicable.

**2.4 Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)**

Not applicable.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

No dependencies

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

The decision to approve the budget saving has no impact on pension entitlements.

It results from the reduction in pensioner recipient numbers with the passing of time.

**4.2 Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

**Not applicable**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**Not applicable**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**Not applicable**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Not applicable**

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**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **OCX** | **Version no** | **1.0** |
| **Assessed by** | **D Glanville** | **Date created** | **9/9/2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Deletion of three vacant posts to create savings

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This proposal is to delete vacant posts, two in the communications and marketing service and one in the policy team.

Deleting the three roles currently vacant will save circa £107,000 for 2025/26, holding them vacant during the current year will also yield a saving against budget of around the same amount for 2024/25

The posts are currently vacant, but not available for applications. Deleting the roles will have no impact outside of the council.

Internally, the work of the roles has already been reviewed and reassigned, and in the policy service a minor restructure has been delivered.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

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**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **Corporate Resources - HR** | **Version no** | **1.0** |
| **Assessed by** | **C Hardaker** | **Date created** | **1 August 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Not renewing the external counselling support contract via EHWB

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

* What is being proposed

Decision not to renew the external counselling provision contract (Optima/NOSS) once the current contract ends November 2025. This is part of ongoing cost saving measures across the Council.

* Background- why it is being proposed

Currently there are two providers for employees to access counselling within the Council. One is accessed by management referral to Employee Health and Well Being and then on to the provider. The second is accessed via self-referral to the Employee Assistance Programme (EAP) as part of the Staff Rewards scheme.  It also has a facility for managers to refer employees to this support with their consent.    
The proposal is to end one and keep the other creating a cost saving.

* What changes the proposal will bring and for whom- i.e. target audience

As both counselling offers are not like for like, for example the external provider also offers Cognitive Behaviour Therapy (CBT) and Eye Movement Desensitisation and Reprocessing (EMDR) and the EAP does not. Both offer short term support to employees.

The EHWB service offer to employees will be reduced. This will also impact on the external customers who access the EHWB service on a pay as you go service. It will impact those who require support for their mental health/ill-health, regardless of if they have a protected characteristic or not.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **Y** |
| **Gender reassignment** | **Y** |
| **Race** | **Y** |
| **Religion/Belief** | **Y** |
| **Pregnancy and maternity** | **Y** |
| **Sexual Orientation** | **Y** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

NO

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

NO

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Yes

1. **Please indicate the level of negative impact on each of the protected characteristics**

**.**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **M** |
| **Gender reassignment** | **M** |
| **Race** | **M** |
| **Religion/Belief** | **M** |
| **Pregnancy and maternity** | **M** |
| **Sexual Orientation** | **M** |
| **Sex** | **M** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **H/M** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated:**

* Access to counselling will be still available for staff via the EAP (24/7) and will be able to self-refer without management intervention. This support also has the facility to allow managers to refer employees for support with their consent.
* Longer term access to counselling for staff will be via the employee GP, NHS mental health support services, private health care, Access to Work - Maximus (government/DWP led support) or charity funded free to use mental health support. Employees will be responsible for accessing these when needed.
* Ongoing/continual wider promotion and signposting to the EAP counselling support required.
* Signposting and support via Wellbeing Champions, Staff Networks, and when referred to EHWB will continue as they do now.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

There is a need to ensure that ending access to counselling support via EHWB and having access to counselling support via the EAP does not adversely affect HR staff attendance and sickness absence processes and the HR Advisory function.

Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

Data has been collated including costs for counselling via EHWB over three financial timeframes, referrals for counselling via EHWB and EAP usage since start of contract.

**4.2 Do you need further evidence?**

NO

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

None

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

None

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

None

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

None

Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | PLACE | **Version no** | 1.0 |
| **Assessed by** |  | **Date created** | 11.1.24 |
| **Approved by** |  | **Date approved** |  |
| **Updated by** | Jonathan Hayes | **Date updated** | 23/02/24 |
| **Final approval** |  | **Date signed off** |  |

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

# Section 1: What is being assessed?

**1.1 Name of proposal to be assessed.**

The proposal relates to the Voluntary, Community and Social Enterprise Sector (VCSE) Infrastructure Support Contract and proposes full withdrawal of the funding for this contract.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

It is proposed that £460,000 is withdrawn from the contract that is delivered by a number of Voluntary sector organisations.

The contract is awarded for a three plus two years basis subject to performance from 1 April 2022. The value of the contract is £767k per annum and will be made from a combination of £460k from Department of Place, £50k from Adult Services, £72k from Children’s Services and £185k from the Integrated Care Board (ICB).

There are six lots in total, and the proposal would impact on every lot except lot three which is ICB funded and focuses on Citizen Engagement.

# Section 2: What the impact of the proposal is likely to be

* 1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No

* 1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

* 1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

The proposal is likely to impact all communities of Bradford District, rather than any specific community, or community of interest. There are organisations who are supported by this contract who work with residents who share protected characteristics as well as groups who work across groups. The work of the VCS in Bradford is more likely to be with residents from all groups who are on a lower income and there may therefore be an equality impact to residents on lower incomes.

This proposal does not directly impact the delivery of services by VCS groups to residents including those who share protected characteristics, but the reduction in support for training, information sharing and building capacity may have an equality impact.

* 1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | l |
| Disability | m |
| Gender reassignment | l |
| Race | m |
| Religion/Belief | m |
| Pregnancy and maternity | l |
| Sexual Orientation | l |
| Sex | l |
| Marriage and civil partnership | l |
| **Additional Consideration:** |  |
| Low income/low wage | m |
| Care Leavers | l |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

The infrastructure support grant to the VCSE sector is divided into six lots, including:

* Capacity Building within the sector to identify and support existing and new leaders, governance structures and organisational capacity. This is not a statutory function, and the removal of the funding would cease free/subsidised training for VCSE organisations.

The sector is strong and well connected, with mutual help and aid amongst smaller and larger organisations as well as like for like organisations.

* Elements of the lots include the production of communication methods such as a newsletter, a website and data base to be a single point of data collection and information for the sector, communication and links in the sector are strong.

There is a robust mechanism to collect views, voices, and enable influencing of policy and process in the public sector for the VCSE. The funding also enables VCSE leadership to support, encourage and increase participation of smaller, marginalised communities. This can be mitigated through re-focusing the Area /Neighbourhood Offices and the community partnership locality managers to include support and inclusion for these groups within locality arrangements.

# Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

There may be a cumulative impact felt from the proposal. This has been discussed with the Stronger Communities team, in the Department of Place, as the communities of interest may be more acutely impacted and they are also supported through activities in the Stronger Communities team.

# Section 4: What evidence you have used?

**4.1 What evidence do you hold to back up this assessment?**

The Council is under severe financial pressure and hard decisions are having to be considered. There has been a review of the delivery of support to residents and prioritisation of front facing services.

**4.2 Do you need further evidence?**

Investigation into the levels of infrastructure support invested in other like for like local authority areas (councils) using CIPFA equations and parallels has been considered.

# Section 5: Consultation Feedback

**5.1 Results from any previous consultations prior to the proposal development.**

The impacted service delivery organisations and commissioners were notified of the proposal on the day of the budget proposal publication and in advance of the formal consultation phase. If the proposal is accepted to continue to consultation phase, impacted delivery organisations, recipients of the current commission, and commissioners will be engaged in the consultation process.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

n/a

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

The proposal will result in small VCS organisations and Groups folding as they won’t have access to support and training, will lead to more referrals to higher cost statutory services, people’s situations/conditions getting worse, coupled with the proposed cut the safer communities team, will leave communities with no-where to go and damage community cohesion.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

A 6 month notice period has been built into the budget savings to enable the VCS to prepare for the withdrawal of the contract and for the details of a potential new contract to be co-produced with the sector.

Discussions are taking place with VCS partners to procure against a new contract which would have some element of VCS infrastructure support focused on health and social care services.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **PLACE** | **Version no** | **0.1** |
| **Assessed by** | **Noreen Akhtar** | **Date created** |  |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

This proposal is to reduce the numbers of staff in the Stronger Communities team.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The proposal is to rationalise current activities within the Stronger Communities Team, and to reduce the numbers of staff who directly deliver this service through supporting the community, faith, and voluntary sector to deliver and coordinate local delivery in localities.

The post of Stronger Communities Co-ordinator (District Lead) would be retained in order to continue to provide strategic leadership and governance support to the Council and partners.

The retained District Lead would offer strategic support rather than manage direct operational delivery.

Area teams will take on the responsibility to support new and emerging groups at an area and Neighbourhood level.

Area teams will take on the responsibility to support less represented Communities of Interest and this will be set out in locality planning.

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

Equality of opportunity will continue to be supported, but through a different delivery model. There may be friction between expectation from the current delivery model to new model.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

The delivery of this service has a positive impact on eliminating discrimination and victimisation as this is a key focus of the team’s work.  This will continue, although the proposal is to change the delivery model, and capacity will be reduced.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

The proposal is likely to impact all communities of Bradford District, however the team has a specific focus on supporting new and emerging communities, representative groups who share protected characteristics, and progressing the aims and actions in the Stronger Communities strategy which is about integration and cohesion.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **L** |
| **Disability** | **M** |
| **Gender reassignment** | **M** |
| **Race** | **M** |
| **Religion/Belief** | **M** |
| **Pregnancy and maternity** | **L** |
| **Sexual Orientation** | **L** |
| **Sex** | **L** |
| **Marriage and civil partnership** | **L** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **L** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered)**

Prior to this team being established within the last two years (with an additional base budget uplift), the Stronger Communities Co-ordinator and the wider teams of the Neighbourhood Service worked with front line communities and locality VCS partners. This proposal would assume this previous method of delivery.

Some of the  work of the team will be subsumed into the area teams, with leadership and strategic direction to continue to be delivered and supported by the Stronger Communities Co-ordinator. A Senior Ward Officer and Area Co-ordinator will take a lead on being a named contact for each protected characteristic group.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

There may be a cumulative impact on the Voluntary and Community Sector (VCS)  as the VCSE SIP contract worked to support new and emerging VCSE groups.

Communities of Interest maybe more acutely impacted,

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

The funding for this work came online after the Full Council of February 2021. The local area integration pilot had taken place in Bradford from 2018, and a number of tester projects took place with a substantial external budget of £4.5m over the pilot period.

To support the work of the Integration pilot, it reported to an independent board. At the culmination of the pilot, which was funded by the Government’s Department of Levelling Up, Housing and Communities (DLUHC), *no* further support was given by the Government. The Council invested £500,000 into the establishment of a brand-new team to carry on some of the work and learning.

In order to retain some of the work and encourage sustainability the Stronger Communities team was established. With recruitment delays and timelines being extended, the team was not fully in post until 2022.

In proposing these changes, it is known that the Stronger Communities Board and the team are in a developmental phase, therefore the development of the New Strategy and work plan has not been completed.

Findings from some of the evaluation of the Integration pilots can be found here:

[**https://www.gov.uk/government/publications/evaluation-of-the-integration-areas-programme**](https://www.gov.uk/government/publications/evaluation-of-the-integration-areas-programme)

[**https://bradfordforeveryone.co.uk/wp-content/uploads/2023/02/Social-Integration-Research-Summary-Report.pdf**](https://bradfordforeveryone.co.uk/wp-content/uploads/2023/02/Social-Integration-Research-Summary-Report.pdf)

[**https://lginform.local.gov.uk/reports/view/lga-research/lga-research-cohesion-and-integration?mod-area=E08000032**](https://lginform.local.gov.uk/reports/view/lga-research/lga-research-cohesion-and-integration?mod-area=E08000032)

**4.2 Do you need further evidence?**

Once formal consultation begins with impacted staff, TUs, and the wider stakeholders there maybe options to deliver support to our communities alternatively. The consultation process is designed to encourage all stakeholders to actively get involved in order to supply the Council with the best possible outcomes for our communities under the current budgetary circumstances.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

See above.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

See above.

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

Feedback on the proposals will continue to be reviewed during the consultation period.

HR is also consulting with potentially impacted teams and staff and trade unions.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The consultation feedback will be considered, and in particular any disproportional impact that potentially could be experienced by any protected characteristic.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **0.1** |
| **Assessed by** |  | **Date created** | **10.12.23** |
| **Approved by** | **Noreen Akhtar** | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

**The Equality Act 2010 requires the Council to have due regard to the need to**

* **eliminate unlawful discrimination, harassment and victimisation;**
* **advance equality of opportunity between different groups; and**
* **foster good relations between different groups**

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Neighbourhood Teams Headcount Reduction.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This is a proposed head count reduction in Neighbourhood and Community Teams (NCS), with a proposed 5.5 full-time staff equivalent reduction in posts covering back office and supervisory functions.

**1.3 Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **Y** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No, this proposal will not advance equality of opportunity.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No, this proposal will not impact.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

There are no impacts on service delivery to the public.  Management responsibility will move so there is no impact on people from any protected characteristic.

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered)**

There are no negative equality impacts to be mitigated.

The proposal is necessary given the severe financial challenge faced by the Council. The services we are proposing to reduce are those that we do not have to deliver, are non-statutory and are for back-office functions.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

**Internal to NCS.**

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

This has been based on a review of functions and support in NCS.

**4.2 Do you need further evidence?**

More evidence may be needed during the consultation period.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

There are no relevant consultations.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

This will be reviewed during and after the consultation.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The consultation feedback will be considered, and in particular any disproportional impact that potentially could be experienced by any protected characteristic.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **0.1** |
| **Assessed by** | **Noreen Akhtar** | **Date created** | **10.12.23** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Youth Services Teams, realignment.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The cost of running the Council-run Youth Service is £2.3m per year. The Youth Service team is split by the five areas of the district and delivers a number of open access and targeted Youth Groups.

This proposal is a reduction of £100,000 on Youth Service spending through the joint management of the Keighley and Shipley Youth work teams.

Any young person is entitled to access three sessions of youth work in their ward area per week and this will be maintained.

The proposal ensures that there is a minimum reduction to the quantity and quality of Early Help and Positive Activities available to young people. The Council, therefore,will still meet the statutory obligation of a sufficient offer of activities as set out in the Government’s Statutory Guidance for Local Authorities on Services and Activities to Improve Young People’s Well-being.

The two area teams and provision in the Keighley and Shipley area will be merged and this will not impact frontline delivery.

**Stage 1 Assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **Y** |
| **Race** | **Y** |
| **Religion/Belief** | **Y** |
| **Pregnancy and maternity** | **Y** |
| **Sexual Orientation** | **Y** |
| **Sex** | **Y** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **Y** |

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No, this proposal will not but will continue services that support these groups.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No, this proposal will not impact but will continue services that support these groups.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No, this proposal will not impact due to no impact on front line delivery.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **M** |
| **Disability** | **L** |
| **Gender reassignment** | **L** |
| **Race** | **L** |
| **Religion/Belief** | **L** |
| **Pregnancy and maternity** | **L** |
| **Sexual Orientation** | **L** |
| **Sex** | **L** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **L** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered)**

The proposal is necessary given the severe financial challenge faced by the Council. We are retaining expertise within the team to support voluntary and faith sector groups to run their own youth provision which is an important part of the youth work offer.  The continuation of the same number of youth work sessions would minimise the impact on young people in Keighley and Shipley.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

The proposal to withdraw from the VCSE SIP will have a cumulative impact on working with and sharing the additional support burden with the VCE sector. The infrastructure support that may have supported new and existing VCSE organisations to diversify their services to incorporate services to young people will also be impacted.

The possible impact of this will be reviewed throughout the consultation and discussions with VCS providers in Keighley and Shipley will form an important part of the consultation.

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

This proposal is based on a review of roles and the youth work offered.

**4.2 Do you need further evidence?**

None needed at this stage but feedback will be reviewed throughout the consultation.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

n/a

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

n/a

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

This will be reviewed during the consultation period.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The consultation feedback will be considered, and in particular any disproportional impact that potentially could be experienced by any protected characteristic.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Corporate Resources – Assets & FM** | **Version no** | **1** |
| **Assessed by** | **Mike Watkins** | **Date created** | **11/12/2023** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

FM Catering & Cleaning Budget Reduction/Mitigation

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

Corporate finance tasked FM Catering & Cleaning to make budget savings of £500k in 2024-25 and budget savings of £600k in 2025-26

Planned budget reduction/mitigation proposals for 2024-25 are as follows:

Savings:

Head Office Restructure = £226k

FIPC Restructure = £185k

Civic Catering = £64k

Upper School Staffing = £30k

Primary Staffing = £100k

Sub Total = £605k

Less Costs:

Packaging reduction = £9k

Bought In basic sandwich for Uppers = £5k

1p menu saving = £25k

Food purchasing = £50k

Chemical purchasing = £6k

ICT Tablet saving = £6.5k

End BSI Certification = £13.5k

Cease PPE Distribution = £32k

Sub Total = £147k

Income:

Hospitality tariff increase = £7.5k

Upper school paid tariff increase = £214k

Primary school paid tariff increase = £115k

Residential charge increase = £30k

Sub Total = £366.5k

Nett: £1.118m

**Initial Stage 1 assessment:**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact : Y/N** |
| **Age** | **Y** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **Y** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **Y** |

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

Yes in that the new retained structure advances such aspects in the day to day operation of the team dynamic in this regard.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

Yes see 2.1

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

**•** Staff restructure may disproportionately impact upon an aging workforce

• Workforce is predominantly female

**2.4 Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **M** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **M** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **H** |
| **Care Leavers** | **L** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)**

The proposed restructure is as a consequence of making savings to make the service self-sufficient.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

HR/Finance – Corporate Resources have been included in shaping the proposal

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

Knowledge of workforce.

**4.2 Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

N/A – now going through Consultation Process

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A – now going through Consultation Process

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

The consultation feedback will be considered, and in particular any disproportional impact that potentially could be experienced by any protected characteristic group.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Assets and Facilities Management** | **Version no** | **1** |
| **Assessed by** | **Michael Watkins** | **Date created** | **14 Aug 2024** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

CR1 Further Estate Rationalisation Revenue Holding Savings

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The proposal has two elements.

The first is in relation to asset disposals where there is a revenue saving derived from the sale of the asset in terms of site running costs such as maintenance, business rates, utility consumption and insurance premiums.  These assets are non-operational in nature having been declared surplus to Council need or being held as investments or generic land bank.

It should be noted that if in the future operational assets were included for disposal then a separate EQUIA would be undertaken to assess the impact of the decision leading to that disposal.

The second is in relation to improvements in energy efficiency whilst maintaining buildings to accepted Health and Safety temperature comfort levels/climates by utilizing technology improvements to Building Control mechanisms to optimise utility consumption.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

There are no negative impacts resulting from CR1.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Services determine if their interest in an asset is no longer required and if the service determines it is not required then it is declared surplus to requirement and then vacated so that Assets and Facilities Management can dispose of the asset.  Consequently, there is no service implication as the asset is declared surplus to the Council’s requirements and is disposed of in accordance with S123 of the Local Government Act 1972.  CR1 is a saving in revenue costs from no longer having to retain an asset combined with savings from energy consumption linked to Building Control adaptations on retained premises – which ensure that the Council conforms to the various requirements of Health and Safety at Work Act and associated Workplace Regulations.

Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

See above (3.1) – only properties that have been declared surplus to requirements form those assets contained within CR1 and therefore this assessment.

**4.2 Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

N/A

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

N/A

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **0.1** |
| **Assessed by** | **Tiffany Lewis** | **Date created** | **12.12.2023** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation.
* advance equality of opportunity between different groups; and
* foster good relations between different groups.

**Section 1: What is being assessed?**

1. **Name of proposal to be assessed:**

Standardisation of charges for permits, on street parking and within car parks.

1. **Describe the proposal under assessment and what change it would result in if implemented.**

Introduce charging for resident and visitors permits and a standardised price for on street and off-street parking across the district.

**Section 2: What the impact of the proposal is likely to be.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

Proposed increased charges are likely to impact lower income residents who are in areas with resident only parking on street.

This proposal may impact residents who are disabled and who park on street.

**2.4 Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **L** |
| **Disability** | **L** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **N** |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

This proposal is about possible reductions in costs, there are negative impacts for those with low incomes and disabilities.

There will be promotion of alternatives to car usage including public transport.

For people with disabilities, this may require further consultation to understand any disproportionate impact they may potentially experience.  Blue badges will apply to residential parking.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Projects and proposals will be delivered by Highways and Parking Services but the changes to the Traffic Regulation Orders (TROs) will involve a consultation process with the general public and equality impact will be assessed.

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

There is a continual review of pricing for permits and Parking & Display (P&D) charges and usage carried out, and this informs the implementation of new pricing structures.

**4.2 Do you need further evidence?**

Response to the feedback and any additional evidence will be considered during the consultation.

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

None

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g., following approval by Executive for budget consultation).**

110 responses were received through the online survey.

Summary of feedback received: Unfair, pay council tax, object to cuts in Ilkley, disagreed with the permit scheme, not residents fault the council can’t manage its money should remain free, poorer won’t be able pay, don’t charge people to park outside their homes, Ilkley used as a cash cow.

Equality impacts: Low-income residents

Suggested changes from consultees to the proposals:

* Roll out into Steeton.
* Review home to school taxis
* Issue paper permits
* Charge for second cars only
* Get rid of the scheme.
* Charge people to park on their own driveways.

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

P6: (Permit charges)

Charges for resident and permits visitor are being introduced in line with other neighbouring authorities where the income is required for the continued delivery and maintenance of schemes across the district.

The proposed cost for residential permits equates to 67p per week, therefore does not prevent equitable access to those on low incomes from being able to park outside their homes.  

The Council actively promotes alternatives to car use including public transport which will work out cheaper than the costs for running a car.

P7: (On-street charges)

The proposal to bring Ilkley on-street charges in line with Bradford standardises on street charges across the district delivering a fair and consistent approach.

Previous studies conducted in Ilkley indicated that pricing was not a barrier to parking with location and convienience being the main driver as to their choice of parking space.

Summary: The remainder of the feedback listed does not related directly to the proposals being discussed so would not form part of this consultation process.

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Place** | **Version no** | **1** |
| **Assessed by** | **P A Tillotson** | **Date created** | **20/11/2023** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Bradford City Centre Visitor Information Centre Closure and moving the tourist information to City Library.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

Transfer of provision of service to City Library - where the service would be provided differently. Tourist information will be available through the library network.

**Section 2: What the impact of the proposal is likely to be**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No this proposal will not have a positive impact.

1. **Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

There may be impact on residents who are older and may be more used to using face to face services.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **L** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered)**

The mitigation will be the delivery of the service and information from the library which is very close to the existing Tourist Information Centre. The services will be continued for visitors and residents.

Staff who are impacted by this proposal would be supported by HR and alternative opportunities identified through the redeployment process where possible.

Section 3: Dependencies from other proposals

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

This proposal has been discussed with the library service.

**Section 4: What evidence you have used?**

**4.1 What evidence do you hold to back up this assessment?**

Usage of Visitor Information Centres has been reviewed, alongside the on line information available to residents and visitors.

**4.2 Do you need further evidence?**

No

**Section 5: Consultation Feedback**

**5.1 Results from any previous consultations prior to the proposal development.**

No previous consultations have been undertaken.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

Feedback from the consultation will be considered to determine if it is impacting any particular group disproportionately.

**Equality Impact Assessment Form Reference –TCPMO ASC2A-D**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **V0.2** |
| **Assessed by** | **Elaine James** | **Date created** | **19.08.24** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

TCPMO ASCA-D Adults with Disabilities Reviews

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

In simple language provide details of all the elements of the proposal, to ensure a member of the general public understands what your proposed intentions are. Please include:

* What is being proposed
* Background- why it’s being proposed
* What changes the proposal will bring and for whom- i.e. target audience

The Adult Social Care Adults with Disabilities Service accepts that Bradford Council needs to ensure that where people have social care needs, these are met in the most efficient way.   Reviews are a statutory requirement to be undertaken each year where a person has eligible needs under the Care Act 2014 for long term support and has a Personal Budget to meet these needs.  It is an accepted position nationally, due to resource pressures, that although there is an ambition to review care and support plans annually, reviews are more generally in response to a request for a review of care and support plans following a change in need or circumstances for the individual the plan relates.

What the Care Act 2014 says about Reviews:

Section 27 of The Care Act 2014 states:

(1) A local authority must—

1. keep under review generally care and support plans, and support plans, that it has prepared, and
2. on a reasonable request by or on behalf of the adult to whom a care and support plan relates or the carer to whom a support plan relates, review the plan.

Decisions about how to meet an eligible person’s needs are established by an assessment carried out under section 18 of the Care Act 2014. The purpose of a review is to determine whether the eligible needs identified in the assessment continue to be met by the support plan. Where the review indicates that the support plan is no longer meeting the needs of the person, a new assessment must be completed, and a new care and support plan created based on the newly assessed eligible needs.

Care Act statutory guidance states that a ‘review must not be used as a mechanism to arbitrarily reduce the level of a person’s personal budget’ (Care Act Statutory Guidance, 2017, p13.4). However, it may be that needs could be met in a different way or there is evidence (supported by a new assessment of needs) that the persons eligible needs have changed.

Relevant case law: [JF, R (on the application of) v The London Borough of Merton (Rev 1) [2017] EWHC 1519 (Admin) (30 June 2017) (bailii.org)](https://www.bailii.org/ew/cases/EWHC/Admin/2017/1519.html)

This Equality Impact Assessment is of the impact of undertaking planned reviews of individuals where their support plan involves one (or more) of a Direct Payment, Residential and Nursing Provision, or a High Cost Package of Care where primary health needs have not been considered, to determine whether the persons assessed needs continue to be met by their current support plan, or whether a new assessment needs to take place and a new care and support plan be created. These reviews will be undertaken without prejudice and comply with the Care Act 2014.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **Y** |
| **Race** | **Y** |
| **Religion/Belief** | **Y** |
| **Pregnancy and maternity** | **Y** |
| **Sexual Orientation** | **Y** |
| **Sex** | **Y** |
| **Marriage and civil partnership** | **Y** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **Y** |
| **Care Leavers** | **Y** |

**Stage 2: Full Equality Impact Assessment:**

The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.

The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

Yes, the proposal will advance equality of opportunities for people who share a protected characteristic in that they are an adult with a learning disability, autism or neurodiverse condition.  [Section 27 of the Care Act 2014](https://www.legislation.gov.uk/ukpga/2014/23/section/27#:~:text=27%20Review%20of%20care%20and%20support%20plan%20or,whom%20a%20support%20plan%20relates%2C%20review%20the%20plan.) requires that reviews are carried out and monitored in a manner appropriate to the needs and circumstances of the person / carer whose plan it is. Ensuring all people with a care and support plan, or support plan have the opportunity to reflect on what is working, what is not working and what might need to change is an important part of the planning process. It ensures that plans are kept up to date and relevant to the person’s needs and aspirations, provides confidence in the system and mitigates the risks of people entering a crisis situation.   Keeping plans under review is an essential element of the planning process to ensure that disabled people remain in control of how their outcomes are being met. Without a system of regular reviews, plans could become quickly out of date meaning that disabled people are not obtaining the care and support required to meet their needs. Plans may also identify outcomes that the person wants to achieve which are progressive or time limited, so a periodic review is vital to ensure that the plan remains relevant to their goals and aspirations to enable them to live their best life.

Reviews are of very personal in nature.  They are undertaken with the individual and others in their immediate circle of support.  However, they can contribute to fostering good relations between people of the same and different equality groups in that an effective system of review can identify wider issues which are of relevance.  The outcomes from reviews are recorded on the SysmtOne client information system, and a report is available through Power BI which is available to senior officers and commissioners to inform future strategic needs analysis and commissioning intentions.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

The support that people receive will better reflect their individual support needs, including their cultural needs or any needs that are specifically related to their protected or other relevant characteristic.  The reviews shall specifically consider what practicable steps may be taken to enable supported decision making on the part of the person whose care and support is being reviewed.  This shall be within the context of the 5 statutory principles of the Mental Capacity Act 205.  As an Adults with Disabilities Service, the review shall focus on provision of reasonable adjustments, especially those relating to neurotypical ways of exploring and understanding the relevant information, to enable the person to increase choice and control over how their care and support needs are met.  The more frequently we undertake reviews with people we can be more confident that any impacts of having a protected characteristic is taken into account in the way they receive and manage their support.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

We have not identified any significant negative impacts from the savings proposal as Care Act reviews are a statutory requirement and follow an existing process which is well established.  However, we will continue to ensure there is no adverse impacts of planned reviews for people on the basis of their protected characteristics.  We will ensure that planned reviews enable people to meet assessed needs and maximise their outcomes based on their protected characteristics.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

Whilst individual impacts have been assessed as Medium, there is a risk of a High impact where a person experiences negative cumulative impacts due to more than one protected characteristic applying.  For example, where a person with a learning disability is also experiencing a review associated with age related frailty and in addition English is not their first language.  The interconnected nature of each of social category of protected characteristic means that the impact is more significant where there is the potential for multiple forms of discrimination.

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **M** |
| **Disability** | **M** |
| **Gender reassignment** | **L** |
| **Race** | **M** |
| **Religion/Belief** | **M** |
| **Pregnancy and maternity** | **L** |
| **Sexual Orientation** | **M** |
| **Sex** | **L** |
| **Marriage and civil partnership** | **L** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **L** |
| **Care Leavers** | **L** |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

Social workers and Occupational Therapists undertaking reviews are registered professionals who work to nationally set professional standards.  Each worker is provided with monthly supervision, which the Department has a Procedure to provide guidance to managers undertaking this role.  Every 3 months, the worker and their manager will audit in depth a case file to ensure that there remains consistency of decision making which is in keeping with professional standards and values.

Equality profiling information is collected during each review and recorded for reporting and analysis purposes on the SysmtOne Client Information System.  There is a Power BI dashboard available to senior managers and business intelligence officers which enables early identification of any patterns of variation which may indicate an area of practice which requires more indepth management consideration.

Ultimately, should an individual experience discriminatory impacts from a review, they have access to the Council’s complaints process which would lead to a more senior manager reviewing the individual decision to ensure fairness.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

As a Healthy Minds Partnership, we are working towards finalising our Delivery Plan: Neurodiversity 2024-2026.  Each partner’s delivery plan, including this business case, is aligned to the overall plan which was developed with consideration of local, regional and national drivers, which were reviewed by our Healthy Minds Partnership and their consolidated ambitions for Neurodivergent people assimilated into our local plan for Bradford Airedale and Craven. The following organisations, involvement partners and groups were also invited to develop and review the Healthy Minds delivery plan for Neurodiversity:

* Bradford District Care NHS Foundation Trust
* Bradford Council
* Bradford Teaching Hospitals
* West Yorkshire Integrated Care Board
* Airedale NHS Foundation Trust
* Voluntary Care Sector
* Involvement Partners
* Learning Disability & Neurodiversity Provider Forum

Cumulative impacts are likely when many changes are being made across the Council. Ensure you liaise with colleagues within your own service and other departments to assess whether your changes will have knock-on impacts on their customers or vice versa. Also it may be important to consider impacts from partner organisations making changes to their services.

All Adult Social Care proposals under the BBERT programme manged by the corporate PMO have interdependencies as the adult social care ecosystem in integrated.

The proposals will also impact on and be impacted by proposals across our Healthy Minds Partnership where health, education, housing and employment are identified as people live holistic lives crossing all domains and these cumulatively impact on their social care outcomes and ultimately their health outcomes.

Section 4: What evidence have you used?

1. **What evidence do you hold to back up this assessment?**

Analysis of ethnicity data collected on the SystmOne Client Information System shows that 43.10% of people accessing long term support from the Adults with Disabilities Service are non-White British ethnicity.  This is higher than would be expected given that the census records 38.9% of the population is non-White British. This data should be considered carefully as there may be a multiplicity of complex, interconnected factors resulting in health inequalities experienced by learning disabled and autistic adults across the District who are also non-White British.  For example, the proportion of disabled people who are receiving long term support of Asian / Asian British ethnicity is 27.41% compared with 32.1% for the population as a whole.  11.46% of people receiving long term support from the Adults with Disability service report as being of Mixed / Multiple ethnicity which may reflect intersectional impacts of protected characteristic related discrimination.

Most people supported by the service, are between the ages of 18 and 64 (90.75%), however one in ten are over the age of 65, and there are 3 individuals who are over the age of 85, the oldest being 100.

There are more males accessing long term support from the Adults with Disabilities service (59.44%) than would be expected given the population of Bradford (49.1%).

The gender and ethnicity profiles correlate with national evidence informing the [review of the Mental Health Act](https://www.gov.uk/government/groups/independent-review-of-the-mental-health-act) which has found disproportionality in use of the Act.

We routinely collect data from all people who contact our Adults with Disabilities Duty Team through providing them with access to an anonymous link to an SMS text feedback survey which tells us about their experience of the service.  We also routinely collect data from people who are receiving long term support from the Adults with Disabilities Service, collected on a standardised template through face to face surveys conducted by a paid expert by experience.  This data is recorded via a Sharepoint site and reports through a Power BI dashboard.  As of August 2024, 107 people with learning disabilities have completed this survey.  Analysis of this data tells us that nearly a third (31%) of learning disabled people do not feel that they know about what is available to them in their local community, nearly a fifth (18%) feel that they would not be able to access this local support.  One in ten (9%) do not feel safe when they leave their homes and one in five (20%) do not feel that people would follow their agreed safety plan in the event of an emergency to help keep them safe.

We launched our new People’s Forum on 16th August 2024 which comprises of disabled people who are experts be experience in Adult Social Care and who will provide support and challenge on the impact of reviews on people with care and support needs.

We are part of the West Yorkshire Neurodiversity Partnership and contributed to the co-production events, data deep dive and survey which cumulated in the [West Yorkshire Summit](https://www.youtube.com/watch?v=1JeJmCDNeKU).

**4.2 Do you need further evidence?**

We have had our first planning meeting with independent service evaluators from [Changing Our Lives](https://changingourlives.org/) who have secured funding from the National Institute for Health Research to undertake a qualitative deep dive into the lives of 15 people from [minoritised ethic communities with learning disabilities](https://changingourlives.org/our-work/anti-racism-projects/) who are supported by the Adults with Disabilities Service.  This research project is joint with Camden Council and Leicester Council Adults with Disabilities Teams to support sharing of best practice and collective learning from peoples experiences.

**Section 5: Consultation Feedback**

It is vitally important the proposal is consulted on with relevant protected groups and key partners to ensure the potential impact is understood.

**5.1 Results from any previous consultations prior to the proposal development.**

As stated previously, as a Healthy Minds Partnership, we are working towards finalising our Delivery Plan: Neurodiversity 2024-2026.  Each partner’s delivery plan, including this business case, is aligned to the overall plan which was developed with consideration of local, regional and national drivers, which were reviewed by our Healthy Minds Partnership and their consolidated ambitions for Neurodivergent people assimilated into our local plan for Bradford Airedale and Craven. Engagement and Feedback events were held in Bradford, District and Craven during September 2024, to encourage people with lived experience, their families and carers to review this delivery plan, and tell us what they believe should be included.  The consultation will seek to secure the views and voices of people from across all protected groups and will report by Spring 2025.

Co-production is a priority for future iterations of our local Delivery Plan and associated individual partner plans including TCPMO ASCA-D Adults with Disabilities Reviews. People with lived experience are now part of the core membership of our Programme Delivery Group. During Autum 2024, as a partnership we aim to develop a shadow Healthy Minds Board, with people of lived experience, to help shape future planning.

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**At the time of the consultation identified in 5.1, your department may have provided feedback or made some changes as a consequence of the results of the consultation. Those considerations should be listed here, or if listed in other public documents a link and a summary provided.**

N/A

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**Having published your proposals further consultation work is likely to be needed. If undertaken the results from this should be listed here.**

N/A

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

In response to the consultation reported under 5.1, the Adults with Disabilities Service has worked with corporate Human Resources to develop a paid employment role of Expert by Experience, established within our staffing structure.  These roles enable us to employ learning disabled and neurodiverse adults to progress our coproduction work.  This group met as the new Adults with Disabilities People’s Forum for the first time 16th August 2024.

Figure 1: Adult Social Care Client Demographics Extract for Adults with Learning Disabilities as of 8 August 2024

**A screenshot of a computer

Description automatically generated**

**Figure 2: Profile of adults receiving long term support with a primary support need of 'Learning Disabilities' extracted from SystmOne ASC module at 09.08.2024**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Unique Clients** | **1664** |  |  |  |  |  |  |  |
| **Services** | **3487** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Ethnicity** | **Asian / Asian British** | **Black / African / Caribbean / Black British** | **Mixed Multiple** | **Other Ethnic Group** | **Undeclared / Not Know** | **White** | **Ethnicity Recorded** |  |
| **Unique Clients** | **433** | **20** | **181** | **47** | **84** | **899** | **1580** |  |
| **%** | **27.41** | **1.27** | **11.46** | **2.97** |  | **56.90** | **94.95%** |  |
|  |  |  |  |  |  |  |  |  |
| **Age Band** | **Under 18** | **18-64** | **65-74** | **75-84** | **85+** | **Date of Birth Recorded** |  |  |
| **Unique Clients** | **0** | **1510** | **115** | **36** | **3** | **1664** |  |  |
| **%** | **0** | **90.75** | **6.91** | **2.16** | **0.18** | **100%** |  |  |
|  |  |  |  |  |  |  |  |  |
| **Sex** | **Female** | **Male** | **Sex Recorded** |  |  |  |  |  |
| **Unique Clients** | **675** | **989** | **1664** |  |  |  |  |  |
| **%** | **40.56** | **59.44** | **100%** |  |  |  |  |  |

**8. Appendices**

**Please include appropriate impact assessments and any other key relevant document.**

**Equality Impact Assessment Form**  **Reference –TCPMO ASC MH** 

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | Adult Social Care | **Version no** | V0.2 |
| **Assessed by** | Fazeela Hafejee | **Date created** | 19.08.24 |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

Shape

The Equality Act 2010 requires the Council to have **due regard** to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1** **Name of proposal to be assessed.**

TCPMO ASC Adults with Disabilities Mental Health

**1.2** **Describe the proposal under assessment and what change it would result in if implemented.**

The Adult Social Care Adults with Disabilities Service accepts that Bradford Council needs to ensure that where people have social care needs due to an enduring mental health condition, these are met in the most efficient way.   Reviews are a statutory requirement to be undertaken each year where a person has eligible needs under the Care Act 2014 for long term support and has a Personal Budget to meet these needs.  It is an accepted position nationally, due to resource pressures, that although there is an ambition to review care and support plans annually, reviews are more generally in response to a request for a review of care and support plans following a change in need or circumstances for the individual the plan relates.

**What the Care Act 2014 says about Reviews:**

Section 27 of The Care Act 2014 states:

(1) A local authority must—

1. keep under review generally care and support plans, and support plans, that it has prepared, and
2. on a reasonable request by or on behalf of the adult to whom a care and support plan relates or the carer to whom a support plan relates, review the plan.

Decisions about how to meet an eligible person’s needs are established by an assessment carried out under section 18 of the Care Act 2014. The purpose of a review is to determine whether the eligible needs identified in the assessment continue to be met by the support plan. Where the review indicates that the support plan is no longer meeting the needs of the person, a new assessment must be completed, and a new care and support plan created based on the newly assessed eligible needs.

Care Act statutory guidance states that a ‘review must not be used as a mechanism to arbitrarily reduce the level of a person’s personal budget’ (Care Act Statutory Guidance). However, it may be that needs could be met in a different way or there is evidence (supported by a new assessment of needs) that the persons eligible needs have changed.

Relevant case law: [JF, R (on the application of) v The London Borough of Merton (Rev 1) [2017] EWHC 1519 (Admin) (30 June 2017) (bailii.org)](https://www.bailii.org/ew/cases/EWHC/Admin/2017/1519.html)

This Equality Impact Assessment is of the impact of undertaking planned reviews of individuals whose social care needs are being met by the Community Mental Health Team, and whose support plan involves one (or more) of a Direct Payment, Residential and Nursing Provision, or a High Cost Package of Care where primary health needs have not been considered, to determine whether the persons assessed needs continue to be met by their current support plan, or whether a new assessment needs to take place and a new care and support plan be created. These reviews will be undertaken without prejudice and comply with the Care Act 2014.

The support that people receive will better reflect their individual support needs, including their cultural needs or any needs that are specifically related to their protected or other relevant characteristic.  The reviews shall specifically consider what practicable steps may be taken to enable supported decision making on the part of the person whose care and support is being reviewed.  This shall be within the context of the 5 statutory principles of the Mental Capacity Act 2005.  As an Adults with Disabilities Service, the review shall focus on provision of reasonable adjustments, especially those relating to neurotypical ways of exploring and understanding the relevant information, to enable the person to increase choice and control over how their care and support needs are met.  The more frequently we undertake reviews with people we can be more confident that any impacts of having a protected characteristic is taken into account in the way they receive and manage their support. This work may determine that needs could be met in a different way or there is evidence (supported by a new assessment of needs) that the persons eligible needs have changed thus with a lesser reliance on publicly funded care and support.

**1.3** **Stage 1 Assessment:**

In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | Y |
| Disability | Y |
| Gender reassignment | Y |
| Race | Y |
| Religion/Belief | Y |
| Pregnancy and maternity | Y |
| Sexual Orientation | Y |
| Sex | Y |
| Marriage and civil partnership | Y |
| **Additional Consideration:** |  |
| Low income/low wage | Y |
| Care Leavers | Y |

**Stage 2: Full Equality Impact Assessment:**

.

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

**No**

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

We have not identified any significant negative impacts from the savings proposal as Care Act reviews are a statutory requirement and follow an existing process which is well established.  However, we will continue to ensure there is no adverse impacts of planned reviews for people on the basis of their protected characteristics.  We will ensure that planned reviews enable people to meet assessed needs and maximise their outcomes on the basis of their protected characteristics.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  (H, M, L, N) |
| Age | M |
| Disability | M |
| Gender reassignment | L |
| Race | M |
| Religion/Belief | M |
| Pregnancy and maternity | L |
| Sexual Orientation | M |
| Sex | L |
| Marriage and civil partnership | L |
| **Additional Consideration:** |  |
| Low income/low wage | L |
| Care Leavers | L |

**2.5**  **How could the disproportionate negative impacts be mitigated or eliminated?**

Social workers and Occupational Therapists undertaking reviews are registered professionals who work to nationally set professional standards.  Each worker is provided with monthly supervision, which the Department has a Procedure to provide guidance to managers undertaking this role.  Every 3 months, the worker and their manager will audit in depth a case file to ensure that there remains consistency of decision making which is in keeping with professional standards and values.

Equality profiling information is collected during each review and recorded for reporting and analysis purposes on the SysmtOne Client Information System.  There is a Power BI dashboard available to senior managers and business intelligence officers which enables early identification of any patterns of variation which may indicate an area of practice which requires more in-depth management consideration.

Ultimately, should an individual experience discriminatory impacts from a review, they have access to the Council’s complaints process which would lead to a more senior manager reviewing the individual decision to ensure fairness.

As people’s needs change over time there may be positive impacts on people with long term support needs whose outcomes are being met through an adult social care Personal Budget.  The review will ensure that their Support Plan is adapted and change over time, ensuring that the plan remains proportionate, necessary, appropriate and the least restrictive way of meeting the person’s needs.

Decision making will be grounded in a rights-based framework and build on a strengths-based practice model, which gives emphasis to the social worker or occupational therapist taking all practicable steps to enable the person to express their wishes, feelings and beliefs about how to meet their needs.  The plan will be transparent, open, fair and based on Council policies.  The assessment shall ensure that due consideration is given to any primary health need to ensure that the correct responsible commissioner is identified and engaged where clinical needs are identified.

The aim is to create opportunities to for transformative potential of relieve demands and financial strain on public services, while simultaneously developing more effective systems of support and empowerment for citizens and communities. The transformative potential of preventative interventions alternative support lies in their perceived ability to relieve demands and financial strain on formal services, while simultaneously developing more effective systems of support and empowerment for citizens and communities.

**Section 3: Dependencies from other proposals**

**3.1** **Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

All Adult Social Care proposals under the BBERT programme managed by the corporate PMO have interdependencies as the adult social care ecosystem is integrated.

The proposals will also impact on and be impacted by proposals across our Healthy Minds Partnership where health, education, housing and employment are identified as people live holistic lives crossing all domains and these cumulatively impact on their social care outcomes and ultimately their health outcomes.

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

Power BI data is able to show us:

* Numbers of people with different protected characteristics who are awaiting a review.
* Cost change outcomes of reviews alongside group identity.
* Reviews outcome forms are completed after each review which are reported through a Power BI dashboard.

We routinely collect data from people who are receiving long term support from the Adults with Disabilities Service, collected on a standardised template through face to face surveys conducted by a paid expert by experience.  This data is recorded via a Sharepoint site and reports through a Power BI dashboard.

**4.2** **Do you need further evidence?**

Further evidence is being collected by our integrated commissioning and programme support team, which is hosted by the Bradford Integrated Care Board.  This includes data from across health services including pseudorandomised patient level data across all GP practices, and data routinely collected and reported on from each of the Bradford and Airedale NHS providers, the analysis of which is shared through the Healthy Minds Partnership.

**Section 5: Consultation Feedback**

**5.1** **Results from any previous consultations prior to the proposal development.**

N/A – reviews are a statutory requirement

**5.2** **The departmental feedback you provided on the previous consultation (as at**  **5.1).**

N/A

**5.3** **Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

N/A

**5.4** **Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

N/A

Figure1: Profile of adults receiving long term support with a primary support need of ‘Mental Health’ extracted from SystmOne ASC module at 09.08.2024

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Unique Clients | 666 |  |  |  |  |  |  |
| Services | 856 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Ethnicity | Asian / Asian British | Black / African / Caribbean / Black British | Mixed Multiple | Other Ethnic Group | Undeclared / Not Know | White | Ethnicity Recorded |
| Unique Clients | 75 | 22 | 83 | 9 | 135 | 342 | 531 |
| % | 14.12 | 4.14 | 15.63 | 1.69 |  | 64.41 | 79.73% |
|  |  |  |  |  |  |  |  |
| Age Band | Under 18 | 18-64 | 65-74 | 75-84 | 85+ | Date of Birth Recorded |  |
| Unique Clients | 0 | 373 | 113 | 92 | 88 | 666 |  |
| % | 0 | 56.01 | 16.97 | 13.81 | 13.21 | 100% |  |
|  |  |  |  |  |  |  |  |
| Sex | Female | Male | Sex Recorded |  |  |  |  |
| Unique Clients | 342 | 324 | 666 |  |  |  |  |
| % | 51.35 | 48.65 | 100% |  |  |  |  |

**Adult Social Care**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.2** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **15.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **15.8.24** |
| **Updated by** | **Rachael Meadows-Hambleton** | **Date updated** | **22.8.23** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

BEST New Pathways

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

BEST is the Bradford Enablement Support Team, this team supports adults over 18 years of age who have experienced a short illness, injury or hospital admission to return to their own home and regain their skills and independence. It is a short-term service of up to 6 weeks and there is no charge to people who access this service. BEST is part of a range of intermediate care services within Bradford.

What is changing –

The BEST service will continue to provide the same service that they do now. The change is for people who are in hospital and who are being discharged home, this does not include people who live in residential or nursing care homes.

At the moment, people who are returning home from hospital and may need some support with their needs at home would be assessed by a Trusted Assessor on the hospital ward before discharge. The Trusted Assessor undertakes an assessment with the person and/or their family/carer and discusses the support which may be appropriate for them when they are discharged. This can include equipment in the home, technology such as Safe & Sound (pendant alarm system), referrals to community organisations, such as Age UK, or a referral to the BEST service. If a person needs more help and support to meet their needs, it could include a request for commissioned care and support such as home care. The person remains in hospital until the identified services are arranged and they can be discharged home.

The change is a pathway called Home First and in Bradford this is being undertaken by a newly formed Home First Assessment Team (HFAST). When a person in hospital is ready for discharge, they will still be visited by a Trusted Assessor, however, a full assessment will not take place on the ward. We recognise that most people want to go home as soon as they can from hospital, also that the longer a person stays in hospital, the more care and support they are likely to need.

The Home First Assessment is completed with the person in their own home instead of on the ward. This is better as it helps the assessor to really understand how a person will manage in their own home, with their own furniture and layout, such as kitchens and bathrooms.

The assessment will take place over 3 days from the day of discharge. Care and support will be in place when the person returns home to make sure they are safe until their needs can be fully assessed.

During these 3 days, the Trusted Assessors and where appropriate, an occupational therapist and/or physiotherapist will visit and will consider equipment in the home, technology such as Safe & Sound (pendant alarm system), referrals to community organisations, such as Age UK, or a referral to the BEST service. They may also discuss the need for a long-term care and support package.

There will be 4 possible outcomes for a person following the assessment:

1. The person does not require any additional support after 3 days (or earlier if appropriate)
2. The person has referrals to other services not provided by the Council and/or is supported to access equipment and technology to meet their needs
3. The person needs a period of rehabilitation at home and is referred to BEST for up to 6 weeks and support.
4. The person has a level of needs which cannot be rehabilitated, and they are referred for a long term package of care to meet their needs.

The assessment will always involve the person, their family/carers or other people who are important to them.

The new HFAST service will mean that people can return home quickly and safely and no longer need to wait in hospital for services to be arranged. The improved service of HFAST will support people who share a protected characteristic to access services in a timely way, to return home safely and quickly, to engage in an assessment in their own home which better indicates their need for support and to access services which will support them to be as independent as possible in their own home. This is in line with the Care Act 2014 statutory duties to prevent, delay and reduce the need for care and support. The new service is also adhering to the requirements within the Discharge to Assess Framework which stipulates that assessments should not be undertaken in hospital and contributes to the council vision of healthy, happy and at home.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N \*** |
| **Disability** | **N \*** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**\* The proposal for the new service will impact on predominantly Older People and people with disabilities, however, this is a service improvement proposal which is not expected to have a negative impact on people with these protected characteristics.**

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

N/A

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

The service proposal has been jointly designed with the NHS, Occupational Therapy, Physiotherapy and the VCS. In the pilot stage, feedback from users of the service was obtained which was positive and there are case studies available.

Proposals for the service have been shared with other internal service which may be impacted and joint working has been undertaken with commissioning and providers.

Section 4: What evidence have you used?

**4.1 What evidence do you hold to back up this assessment?**

* **Delayed Discharge Data**
* **BEST data dashboard**
* **Working examples of this service in other Councils**
* **Pilot of the new ways of working with feedback from users and staff**

**4.2 Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

No formal consultation is required, this proposal will have a positive impact on people with a protected characteristic and is also required to ensure we are meeting our statutory requirements as per the Care Act 2014 and the Discharge to Assess Framework**.**

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.2** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **17.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **17.8.24** |
| **Updated by** | **Rachael Meadows-Hambleton** | **Date updated** | **22.8.24** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Fewer high cost residential and nursing placements.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This project will review people who are currently in residential and nursing care at a rate per week above what the council would normally pay.

When an Older Person is in need of residential or nursing care, the council will undertake an assessment as per the Care Act 2014 to identify their needs and the appropriate placement.

Residential and Nursing placements are only facilitated where there are no other available options to support a person in their own home safely and in a way which can meet their identified needs.

Sometimes, the needs of an Older Person can be very complex, particularly when the person has a diagnosis of a dementia related illness or other factors which result in high levels of behaviours which can be challenging for providers to meet.

Providers of residential and nursing care undertake a pre-admission assessment where they can determine whether their care provision can meet the needs of the person. At this time, the provider may request additional funds to meet those needs, and this is negotiated with the council. Additional funding can be to meet needs on a short- and long-term basis.

Funding placements at a higher rate places a financial burden on the council’s budget.

The Care Act 2014 also makes it unlawful for social care to fund needs which should be funded by the NHS.

This project will review the placements identified to ensure that:

1. The needs of the person remain the same and the level of care and funding is appropriate
2. Consider whether the person may be eligible for other funding such as Continuing Health Care or Funded Nursing Care

The Council has statutory duties to meet social care needs which are eligible under the Care Act 2014. However, the NHS also has obligations to meet and fund the needs of people who are eligible for CHC fully funded care.

The CHC framework requires health and social care to work jointly to assess the needs of a person. Initially there is a CHC checklist which should be completed to establish whether a person may meet the eligibility criteria, if they do, a full assessment utilising the Decision Support Tool is undertaken which includes a health lead, social care practitioner, any care providers, the person and their families/carers/representatives.

The outcome of this decision determines whether the person is awarded CHC. If they are not awarded CHC, they may be awarded Funded Nursing Care (FNC) and this is when the person is in need of registered nursing care oversight of their needs and support and this element is funded by the NHS whilst ASC fund the social care needs.

It is important to ensure that CHC funding is applied for where eligible as this also reduces the financial contribution for the person awarded CHC as their needs are then fully met by the NHS.

This project will review the needs of people in high cost placements to ensure their needs are being met appropriately and any other funding streams, such as CHC are applied which could benefit the person financially.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

**The Equality Act 2010 requires that we give due regard to eliminating discrimination, harassment and victimisation. Will your proposal support this aim? It is particularly important that negative and positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N \*** |
| **Disability** | **N \*** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**\*There is no negative impact on people who share a protected characteristic. This proposal is expected to have a positive impact on Older People and people with a disability as it may reduce the financial contribution they make towards care, ensure they are accessing the available funding where appropriate and that the care they are receiving is meeting their needs as identified in the Care Act Assessment/Review.**

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

As above.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

N/A

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

**Please identify any evidence you have that supports your assessment. Key points need to be listed here. If the evidence is outlined in a large document, this should be referenced (from a public location) with a link but key points must still be highlighted.**

National Framework for NHS continuing healthcare and NHS-funded nursing care.

National framework for NHS continuing healthcare and NHS-funded nursing care - GOV.UK (www.gov.uk)

**4.2 Do you need further evidence?**

**In the early stages you may not hold all the evidence you need to undertake a detailed assessment. Identify gaps, and ensure work is put in place to fill those gaps – this could be through a desktop exercise or consultation (see section 5). As that evidence is collated update the relevant sections accordingly with a new version number.**

No.

**Section 5: Consultation Feedback**

**Public consultation is not required for this proposal, it is not expected that there will be a negative impact on any groups with protected characteristics.**

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.2** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **18.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **18.8.24** |
| **Updated by** | **Rachael Meadows-Hambleton** | **Date updated** | **22.8.24** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Reduce the numbers of older people entering residential care funded by the council.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This proposal relates to supporting more people at home, preventing, reducing and delaying the need for commissioned care and support and enabling people to be as independent as possible, for as long as possible.

As of 27 March 2023, there are 635 people, aged 65+ currently in BMDC funded residential care at standard rate. The current rate is £661 per week and this is rising to £712.11 per week for 24/25. The average cost of a placement for 24/25 is £37,029 per person, per year.

With more community-based services now being available, these options need to be a last resort, and where it is not possible to safely support a person to remain at home.

Residential care – alternatives:

Work to explore alternatives to residential care are underway, these include:

* Supported Living for Older People
* Review of Extra Care Schemes
* Community based alternatives, such as live-in carers and Homeshare.
* Shared Lives

This proposal promotes the active engagement of alternatives to residential care before a long-term placement is made and considers alternatives which are not already available within Bradford, such as those described above.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N\*** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**\* there are no recommendations that long-term residential care will not be approved for people who cannot safely be supported to live in their own home.**

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

As above.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Provider services, both domiciliary and residential.

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

[Microsoft Power BI](https://app.powerbi.com/view?r=eyJrIjoiODkwMWJmNWEtZDUyMi00YzhjLWI4ZmUtZDM0MzNlOTYwMjA0IiwidCI6IjM3YzM1NGIyLTg1YjAtNDdmNS1iMjIyLTA3YjQ4ZDc3NGVlMyJ9) ASCOF Measures

Regionally, Bradford score reasonably low compared to other Yorkshire and Humber Authorities, the 11th lowest out of 15 neighbouring councils.

[Home - Homeshare UK](https://homeshareuk.org/)

Homeshare is an option which is not currently used in Bradford, however, Leeds do have a scheme. This scheme matches a younger and older person and the younger person moves in to the older person’s home. They agree to undertake a number of non-regulated tasks, such as domestic tasks and meals in return for living there. This could support reducing the commissioned care element of community-based care, making avoidance of residential care best value and more cost effective. Commissioners are undertaking work to explore this scheme.

**4.2 Do you need further evidence?**

No.

**Section 5: Consultation Feedback**

No formal consultation is required, this proposal will have a positive impact on people with a protected characteristic and is also required to ensure we are meeting our statutory requirements as per the Care Act 2014.

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

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Description automatically generated**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.1** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **17.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **17.8.24** |
| **Updated by** | **Rachael Meadows-Hambleton** | **Date updated** | **22.8.24** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Review of Multiple Care Packages

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

The proposal is to review the care packages of each older person who receives a package of care which requires 2 or more carers per visit.

Bradford’s Older Population is projected to continue to increase and by 2043, we will see the 65+ age group increase by 43.8% and the 85+ age group increase by 75%.

In addition, the impact of poverty and deprivation is well evidenced to lead to poorer health outcomes, shorter healthy life expectancy and overall reduced quality of life resulting in more people developing health and social care needs at a younger age than the national average.

The combined impact of an ageing population and below average healthy life expectancy means that people in Bradford may start to develop health and social needs earlier in life and that these will become more challenging and complex as people get older.

Issues with mobility, such as walking, using stairs, getting in and out of bed are common in social care and for some people, specialist equipment and support is needed. The standard approach in care for some time has been to provide 2 carers where needed to meet these needs. However, equipment and technology which can support people has continued to improve, therefore, it is essential that reviews are undertaken to establish whether 2 carers are continued to be needed.

Occupational Therapists (OT’s) are an important part of a social care assessment and care planning. Our OT Service will undertake the review for a person with 2 carers or more at each visit to assess whether any reduction can be made to 1 carer and will recommend this only where this is safe and appropriate.

This is called optimised care; it is sometimes called single handed care. It involves a person-centred assessment which takes into account the whole person – who they are, their health conditions, family, carers and community connections. OT’s are trained in how technology and equipment can support a person in their own home and give advice and support to homecare providers about safe moving and handling of a person.

There are a range of benefits of optimised care, research evidences that people report a greater level of satisfaction, informal carers can be better supported and it can reduce the cost of care. Optimised care is proven to increase feelings of independence for people who receive care and support in their own homes. It can reduce the amount of people who visit a person to provide care and improve the time taken to complete care tasks.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N\*** |
| **Disability** | **N\*** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**\* This proposal will impact on predominantly Older People and people with disabilities, however, this is a service improvement proposal which is not expected to have a negative impact on people with any protected characteristics.**

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

As above**.**

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

N/A

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

Research findings indicate varying levels of success in reductions of care packages, ranging from 20-40% of all reviews achieving a reduction ([‘Single‐handed care’ initiatives and reviews of double‐handed homecare packages: A survey of practices in English local authorities with adult social care responsibilities - Whitehead - 2022 - Health & Social Care in the Community - Wiley Online Library](https://onlinelibrary.wiley.com/doi/full/10.1111/hsc.13980))

The Office for National Statistics – Health Index for England found that in 2020, living conditions in Bradford, despite improvement, remained below the England and regional average. In terms of physical health conditions, the score worsened between 2015 and 2020 and was again below the England average. Both are factors that contribute to reduced mobility and increased health issues affecting mobility.

[How health has changed in your local area: 2015 to 2020 - Office for National Statistics (ons.gov.uk)](https://www.ons.gov.uk/peoplepopulationandcommunity/healthandsocialcare/healthandwellbeing/articles/howhealthhaschangedinyourlocalarea2015to2020/2022-11-09)

The role of Occupational Therapy (OT) is essential in social care assessments and in planning care and support with individuals. RCOT (Royal College of Occupational Therapists) consider the value of OT in social care on three levels:

* Universal level –
* Offer choice, control and a person-centred approach
* Ensure people make informed choices
* Targeted level –
* Personalised packages of care
* Address environmental barriers in people’s lives
* Optimise independence through technology
* Train and supervise care staff in enablement/reablement
* Assess need and support for carers and family
* Specialist level
* Provide specialist reablement/enablement services
* Provide in-reach support to people in the criminal justice system
* Assess for complex housing adaptations

[ILSM Social Care report (Web).pdf (rcot.co.uk)](https://www.rcot.co.uk/sites/default/files/ILSM%20Social%20Care%20report%20%28Web%29.pdf)

**4.2 Do you need further evidence?**

No**.**

**Section 5: Consultation Feedback**

No formal consultation is required, this proposal will have a positive impact on people with a protected characteristic and is also required to ensure we are meeting our statutory requirements as per the Care Act 2014 and implementing best practice in care planning and support**.**

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.2** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **17.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **17.8.24** |
| **Updated by** |  | **Date updated** | **22.8.24** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Review of low-level packages of care, under 10 hours per week.

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

It is proposed that each Older Person in who is receiving care package of 10 hours per week or less is reviewed. This is to ensure that the package is meeting their needs and to consider whether those needs could be met be alternative services and support which may not have been available previously. The alternatives could be a voluntary/charitable organisation, a community service, equipment or technology.

The Care Act 2014 imposes a responsibility on Adult Social Care to prevent, reduce and delay the need for care and support. It is recommended that a strength-based assessment is used for all interactions with people in need of a care assessment.

Strength based assessments are ones which focus on the person as a whole, their individual strengths and abilities, families, friends, carers, networks and the communities they live in and what is available to them.

It also ensures an approach of considering other options before providing care and support by the council which is subject to a charge (financial contribution) by the person.

By looking at alternatives which are safe and appropriate and which meet a person’s assessed needs, there could be significant benefits to a person. Alternative services may provide more flexibility, may be more creative, empower a person to access their community and be more culturally appropriate and sensitive. They may also have a reduced cost to both the person and the council.

The proposal is to ensure that people receive the right care and support to meet their needs. It aligns with our Care Act 2014 responsibilities to prevent, reduce and delay the need for care. It will offer alternative services to people where safe and appropriate which may support them to achieve better outcomes and community engagement. No services are going to be removed where a need has been identified and there are no alternatives to meeting this need. We understand for some protected groups like race, faith or belief, disability, Trans and sexual orientation that alternatives may be difficult to find given the specific nature of their needs.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **Y** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

**No services are going to be removed where a need has been identified and there are no alternatives to meeting this need. We understand for some protected groups like race, faith or belief, disability, Trans and sexual orientation that alternatives may be difficult to find given the specific nature of their needs, therefore, this proposal is unlikely to have any negative or disproportionate impacts any protected groups.**

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

As per 2.4.

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

N/A

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

Benefits of Community Led Support

[Community Led Support - NDTi](https://www.ndti.org.uk/change-and-development/community-led-support)

Strength based approach – practice framework

[Strengths-based approach: Practice Framework and Practice Handbook (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/778134/stengths-based-approach-practice-framework-and-handbook.pdf)

**4.2 Do you need further evidence?**

No**.**

**Section 5: Consultation Feedback**

No formal consultation is required, this proposal will have a positive impact on people with a protected characteristic and is also required to ensure we are meeting our statutory requirements as per the Care Act 2014.

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | **Adult Social Care** | **Version no** | **0.1** |
| **Assessed by** | **Rachael Meadows-Hambleton** | **Date created** | **17.8.24** |
| **Approved by** | **Rachael Meadows-Hambleton** | **Date approved** | **17.8.24** |
| **Updated by** | **Rachael Meadows-Hambleton** | **Date updated** | **22.8.24** |
| **Final approval** | **Rachael Meadows-Hambleton** | **Date signed off** |  |

**Shape**

The Equality Act 2010 requires the Council to have due regard to the need to

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**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Reviews of S117 Non-Residential and Residential Packages

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

This project has 2 elements.

1. The proactive involvement of Social Workers to reduce the potential for a section 3 detainment.
2. The review of people currently on section 117 aftercare to maximise funding opportunities.

1. This project applies to Older People who have already been detained under section 2 of the Mental Health Act and are in hospital, either in the Dementia Assessment Unit (DAU) or Bracken Ward.  A section is applied where a person needs to be detained for treatment due to a mental disorder and can be applied for up to 28 days. This is applied when it is felt necessary for the person’s own health and safety or for the protection of others.

The project aims to be proactive in preventing an unnecessary application for Section 3 detainment. This is a legal detainment for the purpose of treatment for a mental disorder and can be for up to 6 months, however, it is subject to review. This is applied when it is felt necessary for the person’s own health and safety or for the protection of others.

By providing proactive intervention to prevent unnecessary Section 3 detainments, treatment and discharge home can be achieved quicker and often with better outcomes.

People detained on section 3 are also eligible for section 117 aftercare, in relation to the council, this is where their social care needs are met free of charge until they are no longer in need of that care and support.

Whilst it may be financially beneficial to the person to receive free care and support, this places a significant strain on the council’s budget, especially where a section 3 was not required and could have been avoided.

1. This element of the project is to review those older people who are already in receipt of section 117 aftercare services. These reviews are to ensure that the level and cost of the care and support being provided is appropriate to meet the needs of the person and also to identify whether the NHS should be making a contribution towards this cost. There is no impact to the person financially as a result of this review process as the cost of care will remain free to the individual.

This project supports people experiencing a mental disorder and will proactively intervene to prevent an unnecessary application of Section 3 of the Mental Health Act where this is appropriate. There are legitimate concerns regarding the misuse and overuse of the section 3. The project will ensure that the right assessments are undertaken at the right time for individuals and the required care, support and treatment is in place.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **Y** |
| **Gender reassignment** | **N** |
| **Race** | **Y** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

**The full impact assessment process outlined below, will examine what the impact of the proposal is likely to be on protected groups, low income groups and care leavers.**

**The Equality Act 2010 requires that we give due regard to advancing equality of opportunity and fostering good relations. Will your proposal support either of these two aims? It is particularly important that positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

No.

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

No.

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

No.

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**Proportionality needs applying when considering the level of the impact. A change in social care provision is likely to have much higher impact than reducing grass cutting, even though both could have impacts.**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N\*** |
| **Gender reassignment** | **N** |
| **Race** | **N\*** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**\* The project will ensure that the right assessments are undertaken at the right time for individuals and the required care, support and treatment is in place.**

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

N/A

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

N/A

**Section 4: What evidence have you used?**

**4.1 What evidence do you hold to back up this assessment?**

[Independent Review of the Mental Health Act - GOV.UK (www.gov.uk)](https://www.gov.uk/government/groups/independent-review-of-the-mental-health-act)

The final report sets out recommendations covering 4 principles that the review believes should underpin the reformed Act:

* choice and autonomy – ensuring service users’ views and choices are respected
* least restriction – ensuring the Act’s powers are used in the least restrictive way
* therapeutic benefit – ensuring patients are supported to get better, so they can be discharged from the Act
* people as individuals – ensuring patients are viewed and treated as rounded individuals

The review looked at:

* rising rates of detention under the Act
* the disproportionate number of people from black and minority ethnic groups detained under the Act
* processes that are out of step with a modern mental health care system

[Mental Health Act Statistics, Annual Figures - 2020-21 - NHS England Digital](https://digital.nhs.uk/data-and-information/publications/statistical/mental-health-act-statistics-annual-figures/2020-21-annual-figures)

In 2020-21:

* 53,239 new detentions under the Mental Health Act were recorded, but the overall national totals will be higher. Not all providers submitted data, and some submitted incomplete data. Trend comparisons are also affected by changes in data quality. For the subset of providers that submitted good quality detentions data in each of the last three years, we estimate there was an increase in detentions of 4.5 per cent from last year. Further information is provided in the Background Data Quality Report.
* Comparisons can still be made between groups of people using population-based rates, even though the rates shown are based on incomplete data. Known detention rates were higher for males (94.8 per 100,000 population) than females (87.9 per 100,000 population).
* Amongst adults, detention rates tend to decline with age. Known detention rates for the 18 to 34 age group (142.5 detentions per 100,000 population) were around 56% higher than for those aged 65+ (91.6 per 100,000 population).
* Amongst the five broad ethnic groups, known rates of detention for the ‘Black or Black British’ group (343.5 detentions per 100,000 population) were over four times those of the White group (74.7 per 100,000 population).
* Known rates of Community Treatment Order (CTO) use for males (13.2 per 100,000 population) were higher than the rate for females (8.3 per 100,000 population). Across age groups, those aged 35 to 49 had the highest rate of CTO use (18.3 known uses per 100,000 population compared to 10.7 uses per 100,000 population for all age groups).
* Amongst broad ethnic groups, known rates of CTO use for the ‘Black or Black British’ group (78.9 uses per 100,000 population) were over ten times the rate for the White group (7.8 uses per 100,000 population).

**4.2 Do you need further evidence?**

No**.**

**Section 5: Consultation Feedback**

No formal consultation is required, this proposal will have a positive impact on people with a protected characteristic and is also required to ensure we are meeting our statutory requirements as per the Care Act 2014 and the Mental Health Act 1983 (Amended 2007).

**5.1 Results from any previous consultations prior to the proposal development.**

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Equality Impact Assessment Form Reference –**

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| --- | --- | --- | --- |
| **Department** | **Children’s Services** | **Version no** | **1** |
| **Assessed by** |  | **Date created** | **12/09/24** |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

The Equality Act 2010 requires the Council to have due regard to the need to

* eliminate unlawful discrimination, harassment and victimisation;
* advance equality of opportunity between different groups; and
* foster good relations between different groups

**Section 1: What is being assessed?**

**1.1 Name of proposal to be assessed.**

Teachers’ Pension - Reduced added years pension contributions

**1.2 Describe the proposal under assessment and what change it would result in if implemented.**

In simple language provide details of all the elements of the proposal, to ensure a member of the general public understands what your proposed intentions are. Please include:

* What is being proposed
* Background- why its being proposed
* What changes the proposal will bring and for whom- i.e. target audience

This proposal was agreed as part of the 2024-25 budget process and relates to achieving budget savings through the reduction in the cost of added Teacher’s pension entitlements that were agreed as part of redundancy and other exit packages for former employees that left Council employment many years ago.

The cost of these added years pension payments to the Council increases each year in line with inflation/ actuarial valuations, but it also decreases as the numbers of recipients reduce with the passing of time.

The savings will total £0.400m over 2 years with £0.200m delivered in 2024-25 and the remaining additional £0.200m in 2025-26.

**1.3 Stage 1 Assessment:**

**In order to assess whether this proposal requires a full EqIA, a stage 1 assessment must be completed on all proposals. Once complete, please inform the EqIA with the outcome explaining how it was reached and who was consulted. Please also state if the need for an EqIA may be revisited, and if so under what circumstances.**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **Y/N** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**Stage 2: Full Equality Impact Assessment:**

1. **Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further. Please ensure you have understood the meaning of ‘equality of opportunity’ and ‘fostering of good relations’ and ‘protected characteristics’- before answering this part.**

NA

1. **Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.**

**The Equality Act 2010 requires that we give due regard to eliminating discrimination, harassment and victimisation. Will your proposal support this aim? It is particularly important that negative and positive impacts are highlighted when they affect a lot of people or have high impact on a small number of people.**

NA

1. **Will this proposal potentially have a negative and/or disproportionate impact on people who share a protected characteristic?  If yes, please explain further.**

NA

1. **Please indicate the level of negative impact on each of the protected characteristics?**

**(Please indicate high (H), medium (M), low (L), no effect (N) for each)**

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  **(H, M, L, N)** |
| **Age** | **N** |
| **Disability** | **N** |
| **Gender reassignment** | **N** |
| **Race** | **N** |
| **Religion/Belief** | **N** |
| **Pregnancy and maternity** | **N** |
| **Sexual Orientation** | **N** |
| **Sex** | **N** |
| **Marriage and civil partnership** | **N** |
| **Additional Consideration:** |  |
| **Low income/low wage** | **N** |
| **Care Leavers** | **N** |

**2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

**(Note: Legislation and best practice require mitigations to be considered) Please state what mitigations are to be brought into place for any group scoring a medium and above. If no mitigations are being considered, the reasons for this should also be included here.**

**NA**

**Section 3: Dependencies from other proposals**

**3.1 Please consider which other services would need to know about your proposal and the impacts you have identified.  Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Cumulative impacts are likely when many changes are being made across the Council. Ensure you liaise with colleagues within your own service and other departments to assess whether your changes will have knock-on impacts on their customers or vice versa. Also it may be important to consider impacts from partner organisations making changes to their services.

This proposal is part of BBERT savings and has been produced in conjunction with the Finance team.

**Section 4: What evidence have you used?**

**4.1** **What evidence do you hold to back up this assessment?**

**This proposal has used information provided by the Finance team.**

**4.2 Do you need further evidence?**

In the early stages you may not hold all the evidence you need to undertake a detailed assessment. Identify gaps, and ensure work is put in place to fill those gaps – this could be through a desktop exercise or consultation (see section 5). As that evidence is collated update the relevant sections accordingly with a new version number.

           No further evidence needed.

**Section 5: Consultation Feedback**

It is vitally important the proposal is consulted on with relevant protected groups and key partners to ensure the potential impact is understood.

**5.1 Results from any previous consultations prior to the proposal development.**

**Consultations may have been undertaken in recent years that impact on this proposal. These should be considered and presented here – provide links to existing public documentation and a summary of key points. Please ensure all previous information is relevant and current to the proposal being considered.**

NA

**5.2 The departmental feedback you provided on the previous consultation (as at 5.1).**

NA

**5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).**

**Having published your proposals further consultation work is likely to be needed. If undertaken the results from this should be listed here.**

           NA

**5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.**

**Any changes made to your proposal as part of the development of the proposal should be listed here.**

           NA

Equality Impact Assessment Form **Reference –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department** | CORPORATE RESOURCES | **Version no** |  |
| **Assessed by** |  | **Date created** | 10 Sept 2024 |
| **Approved by** |  | **Date approved** |  |
| **Updated by** |  | **Date updated** |  |
| **Final approval** |  | **Date signed off** |  |

# Section 1: What is being assessed?

* 1. This pertains to a Business Case designed to deliver £2m in savings in 25 / 26 via a Programme underpinned by five procurement-related projects. These are detailed in the table below:

|  |  |  |
| --- | --- | --- |
| Savings Strategy | Title | Savings Value (£.m) |
| Re-procure a case management system for both Adult and Children’s social care | Project A | 0.250 |
| Re- procure Security contract and make savings on off-contract expenditure | Project B | 0.250 |
| Generate additional rebate via the increased use of Payment cards with identified suppliers | Project C | 0.600 |
| Channel all Consultancy expenditure via a Crown Commercial Services (CCS) framework to benefit from more advantageous terms | Project D | 0.700 |
| Re-procure Gas and Water supply on more advantageous terms | Project E | 0.200 |

1.2 This proposal would support the Council’s journey towards future financial sustainability and the medium-term Financial Strategy by delivering £2m in savings via the actions as detailed above. This is a key objective of the Council’s wider Transformation Programme.

**1.3 Stage 1 Assessment:**

None of the protected characteristics are impacted by this proposal. This outcome was reached by the Head of Procurement who prepared the business case and is being presented to the Subject Matter Expert for quality assurance and validation. The intention is to keep this Stage One assessment under continual review in case any of the protected characteristics should become impacted. This is deemed unlikely given the clear-cut nature of the business case.

This decision, and the rationale behind it, will be made available in public documentation when the consultation process with Elected Members has concluded and the business cases become available for general access with commercial sensitivities redacted.

|  |  |
| --- | --- |
| **Protected Characteristics:** | **Impact**  Y/N |
| Age | N |
| Disability | N |
| Gender reassignment | N |
| Race | N |
| Religion/Belief | N |
| Pregnancy and maternity | N |
| Sexual Orientation | N |
| Sex | N |
| Marriage and civil partnership | N |
| **Additional Consideration:** |  |
| Low income/low wage | N |
| Care Leavers | N |