

## Appendix 3B - Individual Proposals - Equality Impact Analysis

This appendix summarises the savings proposals that have been identified for further investigation. The proposals can stretch over several years as items that remain open from last year are reported here with their outcome.

There are four sections;

- Pages 1-5 Summary of previously identified savings proposals and resolutions**  
These detail actions proposed, taken and the resolution. In some cases ongoing activity is identified as an outcome and reports will be made via the appropriate route.
- Pages 6 Outstanding actions to be carried forward from 2014/15 Service and Financial Planning Strategy**  
Proposals put forward in previous reports may not have been implemented yet. This section details the actions associated with them.
- Page 7-10 Savings proposals Identified for investigation in the 2015/16 updated savings proposals**  
The following savings proposals have been identified as having some relevance to the Equality Duty or there is insufficient information to make a judgement so further investigation is required.
- Page 11–15 Equality Analysis detailed information**  
Detailed summary of outcomes where they have been identified for additional explanation or equality analysis.

### i) Summary of previously identified savings proposals and resolutions

Ref No.	Service	Description of Saving	Action Required	Status Update
14/15 68	Care & Support	Savings from reducing the average rates paid for homecare.	Equalities officer to follow up with Care and Support Brokerage.	Efficiency saving derived from the introduction of the Domiciliary Care Framework relating to suppliers. <b>Cabinet report – Domiciliary Care Preferred Provider Frameworks – 26 June 2014</b>  Quality outcomes for clients will not be compromised, assured through the contacting and monitoring process. Contract management will assess overall performance. Quality Officers will monitor individual service delivery. Will potentially improve quality by removing poor suppliers from the

Ref No.	Service	Description of Saving	Action Required	Status Update
				framework arrangement. Report and consultation to be reviewed including particular attention to Individual Placement Arrangements.  <b>Resolved</b>
14/15 182	Care & Support	Integration - Review of service areas where further integration within the council and with health partners to generate further management savings.	To be recorded in the SFP report appendices – Equalities Officer to work with Lead Officer to embed principles.	Lead officer briefed – changes are related to management efficiencies, integrating practices and pooled funding pots.  <b>Resolved</b>
14/15 215	Family & Cohesion Services	Commissioning Review of Transport and Public Transport.	Detailed impact analysis required.	Relevant meeting have been held with responsible Assistant Directors.
14/15 185	Family & Cohesion Services	Highways & Transport: Subsidised Bus Services - consider reducing / removing the subsidy on existing subsidised routes.	Detailed impact analysis required on each change as they are developed.	The review identifies a number of potential saving opportunities of which the following have been identified as having relevance to our Equality Duty.  Further investigation identified that the following proposals have no or insignificant impact on our equality duties and mitigations are integrated into their development. <ul style="list-style-type: none"> <li>• Schools Further investigation identified low level organisational changes that would have no impact on the service users.</li> <li>• Special Education Needs Demand driven savings linked to delivery of SEND reforms.</li> <li>• Adult Social Care</li> </ul>

Ref No.	Service	Description of Saving	Action Required	Status Update
				<p>Demand driven savings responding to personal budget implementation.</p> <ul style="list-style-type: none"> <li>• Fleet Re-organisation of services to improve utilisation and commercial viability. Improving sustainability and becoming more customer focussed with a increased diversity of vehicles and service flexibility to better manage customer needs.</li> </ul> <p>These proposals were identified as having potential significant impacts on customers and the Equality Duty.</p> <ul style="list-style-type: none"> <li>• Post 16 Transport Adjustments to the proposal have mitigated the potential impact whilst still delivering some savings by using more cost effective methods. Ref 15/16 Proposal 89 &amp; 90.</li> <li>• Subsidised public transport services - Impact analysis will be conducted for each proposed change to subsidised services. Ref 14/15 Proposal 185 &amp; 15/16 Proposal 19.</li> </ul> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• <b>Equalities Officer will continue to work with relevant commissioning officers on an on-going basis to ensure consistent application of equality principles.</b></li> </ul>

Ref No.	Service	Description of Saving	Action Required	Status Update
14/15 229	Family & Cohesion Services	In line with 2011 proposals for establishing network of community ambassadors. Linked to emerging Early Help Offer opportunity will be taken to review structure across range of EH services including impact of those joining LA in 15/16.	Equalities Officer to engage with lead officer as proposal develops.	Linked to 234 (below)  Saving is for delivery in 2015/16.  Statement received from Assistant Director: Family, Cohesion and Commissioning shown in <b>Appendix 3B iv) Equality Analysis detailed information.</b>  <b>Resolved</b>
14/15 193	Family & Cohesion Services	Public Health Contracts - use existing services to provide some of package currently contracted out including smoking, sexual health, school nursing etc.	Equalities Officer to follow up with Family & Cohesion Services AD.	Contracts are at various stages of letting.  Questions related to equality are included in the letting process. It is crucial that equality principles continue to be incorporated into the specification setting and contract monitoring for each contract.  <b>Resolved</b>  <ul style="list-style-type: none"> <li>• <b>Equalities Officer will continue to work with Public Health Commissioning on an on-going basis to ensure consistent application of equality principles.</b></li> </ul>
14/15 230	Family & Cohesion Services	Implementation of Youth Offer.	Community Engagement to link with lead Officer as proposal develops.	Statement received from Assistant Director: Family, Cohesion and Commissioning shown in <b>Appendix 3B iv) Equality Analysis detailed information.</b>

Ref No.	Service	Description of Saving	Action Required	Status Update
14/15 199	Public Health	Changes and cessation of some contracts and agreements in Sexual Health, Health Checks, Nutrition & Obesity and Miscellaneous Health and Wellbeing services. Changes arise mainly from review work carried out as part of the transition process.	Equalities Officer to follow up with Public Health AD.	
14/15 194	Safeguarding	Partnership approach to delivery of Adoption Services (20%).	Partnership IA to be ratified by CYP management team by 21/01/13 on its way to Cabinet 20/02/13. Copy of IA to be sent to Equalities Officer to add into the evidence document for the budget report.	Information received showing broadly favourable outcomes for the borough. <b>Cabinet Report – West Mercia Adoption Project – 24 April 2014.</b>  The pool of potential Adopters will increase significantly with more diverse range of participants and better access. This will ensure a greater number of appropriate matches.  <b>Resolved</b>
14/15 58	Public Health	Drugs and Alcohol Support Services contract review/service re-design.	Equalities Officer to contact Lead Officer and take forward.	Statement received for inclusion in 2015/16 Service and Financial Planning Report.  Broadly positive improvements changing the approach to a more efficient proactive system managing recovery rather than maintenance.  Statement received from Commissioning Specialist - Substance Misuse shown in <b>Appendix 3B iv)</b> <b>Equality Analysis detailed information.</b>  <b>Resolved</b>

ii) **Outstanding actions to be carried forward from 2014/15 Service and Financial Planning Strategy**

<b>Ref No.</b>	<b>Service</b>	<b>Description of Saving</b>	<b>Action Required</b>	<b>Status Update</b>
14/15 178	Care & Support	Reduction to the cost of packages where Homecare is being supported financially and the cost is above the average residential weekly cost.	Resource Allocation System Impact Analysis is awaiting confirmation.	Individual needs assessment and duty related to unmet social care need.  Personalised budget management and sign-posting services provide a choice alternative.
14/15 234	Safeguarding	Partnership approach to delivery of EDT (20%).	Assistant Director: Children's Safeguarding to be updated in July 2015.	Assistant Director: Children's Safeguarding updated in March, as requested, in relation to current equality practice.  Area of attention relates to continued levels of good service for vulnerable people and post transition impact monitoring. Implementation has yet to take place.

**iii) Savings proposals Identified for investigation in the 2015/16 updated savings proposals**

The following savings proposals have been identified as having some relevance to the Equality Duty or there is insufficient information to make a judgement so further investigation is required.

Investigations into the information behind each proposal have either resolved the initial query clarifying their relevance, or lack of relevance, and where appropriate suitable actions have been carried out or identified to take forward during the financial year 2015/16. Progress will be reported on through out the year and summarised in the 2016/17 Service and Financial Planning Report.

No.	Description of Saving	Action Required
<b>Neighbourhood &amp; Leisure Services</b>		
19	Increase target for public transport service review beyond 50k already agreed in previous savings targets.	Linked to 14/15 Proposal 185  <b>Resolved</b>  <b>Action --                      Equalities officer to work with Group Manager –                      Transport, Strategy &amp; Road Safety to develop                      detailed impact analysis on each change as they                      are developed.</b>
<b>Law, Democracy &amp; People Services</b>		
31	Review of single status implementation.	Equality principles are embedded in the project plan.  <b>Resolved</b>  <b>Statement agreed Assistant Director: Law,                      Democracy &amp; People Services</b>

No.	Description of Saving	Action Required
<b>Education and Corporate Parenting</b>		
38	Reduce the funding of redundancy costs in schools by a more exacting approach to determining the eligibility of these payments for local authority funding from April 2015.	<p>The move to encourage <b>schools to manage their redundancies</b> without the need for the Council to provide automatic financial support. This will mean that schools will need to work more closely with their Finance Officer to ensure that any reorganisation proposal is fully costed from the school budget prior to implementation.</p> <p>Assistant Director: Education and Corporate Parenting.</p> <p><b>Resolved</b></p>
39	Schools to fund all new premature retirement costs from April 2015.	<p>This is not a legal requirement for the Council and due to the level of cuts which the Council has faced from central government the schools will need to carry these costs in the future.</p> <p>Assistant Director: Education and Corporate Parenting</p> <p><b>Resolved</b></p>

No.	Description of Saving	Action Required
-	Cease to fund remission of payments for pupils for music and Arthog by passing responsibility for this to schools from April 2015.	<p>An initial impact analysis has taken place. The analysis has identified some low level negative impacts on young people, people with a disability and people from different racial backgrounds.</p> <p>Initial impact analysis can be found in <b>Appendix 3B iv) Equality Analysis detailed information.</b></p> <p><b>Proposal deleted as an outcome of consultation.</b></p>
40	Schools to pay directly for their own swimming provision from September 2015 rather than via joint use contributions, which are currently partly funded by the LA.	<p>The rationalisation of school swimming costs will need to be debated with Schools forum and the funding formula amended to put the money into school funds. Due to the timing of the Schools Budget setting exercise this will not now take effect until 2016. It is proposed that a steering group involving schools, LA officers and the ASA be set up to manage how this change in funding can be incorporated.</p> <p><b>Action</b> <b>Equality principles to be integrated into project plan and delivery.</b></p>
<b>Family, Cohesion &amp; Commissioning Services</b>		
47	Based upon 2013/14 outturn and monitoring capacity exists within youth budgets for a reduction in funding for positive experiences. This funding will be required in 2015/16 to offset savings target.	<p>These are one-off savings related to budget under spends and therefore contributed retrospectively. They do not reduce the capacity of the service to continue to deliver its objectives of supporting equality of opportunity for young vulnerable people..</p> <p><b>Resolved.</b></p>
49	One off contribution from reserves held for supporting positive activities for vulnerable youth and a number of one off projects.	

No.	Description of Saving	Action Required
<b>Adult Social Services</b>		
59	Voluntary Sector contract review.	Detailed impact analysis required. Identified by Service.  <b>Action- Equalities Officer to link with Service Delivery Manager: Commissioning (Children &amp; Families and Transport).</b>
60	Separation of support planning from Assessment & Case Management.	Detailed impact analysis required. Identified by Service.  <b>Action- Equalities Officer to link with Service Delivery Manager: Service Improvement and Efficiency.</b>
61	Improved procurement of Supporting People Services.	Detailed impact analysis required. Identified by Service.  <b>Action- Equalities Officer to link with Service Delivery Manager: Commissioning (Children &amp; Families and Transport).</b>

## iv) Equality Analysis detailed information

### Proposal 58 (2014/15) – Substance Misuse Services, Public Health

Drug and Alcohol Support Service, contract review /service redesign; proposal identified in 2014/15 savings proposals.

Substance misuse services in Telford and Wrekin consist of the following provision currently:

- In-House Adult provided at Portico House
- IMPACT AAS provide the adult alcohol counselling and support service including support to carers, family and friends
- NACRO provide the Young Peoples substance misuse service and adult service around employability and training
- TACT represents Telford After Care Team, who supports service users recovering from substance misuse and are normalising their lives. They also facilitate access to Mutual Aid
- Probation services – support offenders with substance misuse issues and ensure referrals are made into services
- Additional services provided within Portico House and around Telford are:
  - GP Shared Care – Specialist treatment in the community at local surgeries
  - Supervised Consumption at Pharmacies, who monitor and supervise individuals whilst they are taking their scripts
  - Housing Support
  - Inpatient Detoxification
  - Psychological Support

The focus recently has changed from a maintenance service to a service based around recovery. The services are being reconfigured going forward and a budget has been agreed providing minimum impact to the overall budget. In the main most contracts will be extended for a further 1 year and the in-house service is being enhanced. The savings target for all extensions and in-house services have been managed by an efficiency saving, where negotiations have been carried out with service providers who in turn have made their own efficiency savings and agreement has been reached where a lower contract value has been agreed for the same level of services.

Where services are high in price or require revising totally, these services have been given their notice and tenders will be carried out to manage these changes and appoint new service providers and in turn achieving the savings

When defining all of the services the service user has been the centre of all decisions and shaping of services ensuring that we use a person centred approach. User consultations through TACT have been carried out as well as stakeholder meetings to agree a way forward. In Line with the Needs Assessment that has been carried out, a strategy with a comprehensive action plan is in development to be approved by cabinet.

The overall vision is to have a more community focussed service with two thirds of clients accessing services being treated for their addiction in the community through their local GP surgeries and services will also work on a satellite arrangement.

**Information prepared by Bhavna Taank, Commissioning Specialist - Substance Misuse**

## **Proposal 230 (2014/15) – Implementation of Youth Offer, Cohesion Services**

The revised Youth Offer has led to the creation of a Youth Innovation Team. This has meant they are able to focus their attention on early preventative work facilitating the community and volunteers to deliver quality services.

The Youth Innovation Team is able to respond effectively to the local priorities of Telford & Wrekin Co-operative Council and still meet national expectations of local authorities, as set out in the revised Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's Well-being (June 2012).

Our Youth Innovation Team will continue to develop the Youth Offer by generating income from some services and **developing new services to support vulnerable young people**. At the same time we will continue to build community capacity and support the enhancement of community led and self help services.

The Team operate over three tiers of support;

- Tier 1** - Open Access /Universal provision will be supported by the Youth Innovation team in priority neighbourhoods and will provide additional support for the voluntary and community groups to manage and deliver services based on the local needs.
- Tier 2** - Focussed work with identified groups communities or individuals including personal & social development programmes and more responsive actions to address Anti Social Behaviour and other nuisance behaviour through organised detached work.
- Tier 3** - Targeted and intensive support is required and joint working agreed with young people. This also includes young people and families known to FIT through "Troubled Families" work.

This means that skills and resources are targeted at young people with the most need. We have identified these groups as our priorities;

- Edge of care, in care and leaving care
- Special Educational Needs & Disabilities
- Troubled Families
- Homelessness
- Living in the most disadvantaged areas

This targeted approach will enhance equality of opportunity for young people with disabilities and young people from ethnic minority backgrounds who are often disproportionately represented within these groups.

The Youth Innovation Team has been up and running for a while and there has been no discernible negative impact on the community. There have been some changes where clubs and activities have had low take up or sustainability issues but where this has occurred significant support to encourage participation elsewhere has taken place. These interventions have been successful.

The Team have also had some early positive successes including;

- A partnership with Hadley Junior Club and the parish council.
- Working with Newport Junior Club voluntary youth club committee to develop their sustainability by supporting grant applications to purchase their own building.

**Confirmed by Clive Jones, Assistant Director Family, Cohesion & Commissioning**

## **Proposal 30 (2015/16) - Review of single status implementation, Law, Democracy & People Services**

Single Status is a national agreement reached between employers and trade unions. The objective of the agreement is to remove unfairness in the pay and conditions of service for NJC employees and ensure equal pay for work of equal value and redress any gender pay gap.

The council is currently working with trade unions towards the implementation of this agreement and is evaluating all NJC jobs across the council using a new, analytical job evaluation scheme. This will ensure that the councils pay and grading structure, including terms and conditions of service, comply with equal pay legislation. When this is completed the scheme will be negotiated and agreed with trade unions and in consultation with affected employees.

Throughout the process all necessary assessments and analysis will take place to ensure the proposals meet current equality and pay legislation, including the general equality duty.

**Statement prepared by Anna Plummer, Project Manager, Job Evaluation Team; Law, Democracy and People Services**

## Proposal Deleted (2015/16)- Cease to fund the remission of payments by pupils for music and Arthog Initial Impact Analysis

### Purpose and function of policy

The Council have previously underwritten the cost of places within the Music service for instrumental tuition and at Arthog Outdoor Education centre. In both cases the subsidy has been given to pupils either in receipt of or eligible for free school meals. There is strong evidence to suggest that both music and outdoor education improve emotional health and well being which is a key determinant in improved outcomes at school.

During the last 4 years council budgets have reduced year on year whereas schools have been given additional funds in the form of the Pupil Premium Grant (PPG) to support vulnerable learners through the provision of additional activities. This funding has increased significantly and schools therefore have a funding stream to support these activities.

The new policy should not adversely affect our vulnerable learners as schools have the PPG at their disposal to support these activities if they so choose. In the case of Children in Care (CiC) the PPG is monitored and allocated via the Virtual School Head who will ensure that funds are effectively deployed.

### Who does this policy affect

<b>Workforce / Employees</b>		<b>Service Delivery / Communities</b>	<b>x</b>
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### Author(s)

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### Job title and Service Delivery Unit

Assistant Director – Education and Corporate Parenting

### Date completed:

26 January 2015

The general equality duty states that we must have due regard to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations between different groups

We use this grid to record where we have identified potential impact upon a particular protected characteristic.

Protected Characteristic	Positive impact		Negative impact			Reasons/evidence
	Yes	No	High *	Low #	No	
Age				x		The policy change affects students of statutory school age.
Disability				x		This policy affects CiC who tend to be over-represented in this client group
Gender (Sex)						
Gender reassignment						
Marriage/civil partnership						
Pregnancy/maternity						
Race				x		This policy affects students from ethnic minority backgrounds who tend to be over-represented in this client group,
Religion/belief						
Sexual Orientation						

# High – there is significant evidence of adverse impact or potential for adverse impact. The policy etc has consequences for or affects significant numbers of people and/or has the potential to make a significant contribution to advancing equality.

# Low – there is anecdotal or little evidence to suggest adverse impact. The policy etc operates mainly within a small unit and affects few people.

**Monitor and Review**

**No review or monitoring required proposal deleted as an outcome of consultation.**