

Diversity impact assessment

TITLE <i>Name/description of the issue being assessed</i>	CAPITAL AND REVENUE BUDGETS 2015/16 OVERARCHING DIA
DATE <i>Date the DIA is completed</i>	9 February 2015
LEAD OFFICER <i>Name of person responsible for carrying out the DIA.</i>	Anthony Lewis Corporate performance and intelligence manager

1 Summary description of the proposed change

- *What is the change to policy/service/new project that is being proposed?*
- *How does it compare with the current situation?*

Please note this is a Draft version as some service specific Diversity impact assessments (DIAs) are yet to be completed. Once they are received, this overarching DIA will be updated in advance of full Council on the 26th February.

The Capital and Revenue Budgets 2015/16 report sets out the Council's spending plans for 2015/16 and how it intends to resource the delivery of services. In accordance with the constitution, this will be submitted to Full Council for consideration and approval on 26 February 2015.

Significant savings are required in 2015/16 because of the need to deliver a sustainable budget whilst continuing to deliver our priorities and meet our statutory responsibilities.

The budget supports the services which focus on delivering the council's four priorities which are:

1. *Children and young people have the best start in life in Medway*
2. *Adults maintain their independence and live healthy lives*
3. *Safe, clean and green Medway*
4. *Everyone benefiting from regeneration*

This DIA does not seek to duplicate the service specific DIAs. Instead its purpose is to bring together their findings, summarising the cumulative impact that the budget proposals may have on people with protected characteristic within the Medway community and workforce (as defined in the Equality Act 2010).

Diversity impact assessment

Each Directorate is expected to carry out a Diversity Impact Assessment (DIA) to support the proposals as set out in the Budget 2015/16 Report to Council. Where consultation is required or is considered appropriate, Directorates have access to a range of consultation groups including the Citizen Panel (the Council's survey group of local residents) and the Equality & Access Group, which also provides a gateway to a variety of equality themed community and staff forums (e.g. LGBTQ, Disability, Medway Ethnic Minority Forum etc.).

Some service specific DIAs have not yet been completed as the processes necessary to achieve some of the savings proposed to date have not yet been confirmed.

Once a decision has been made regarding the 2015/16 budget, service managers will be in a better position to carry out consultation (where appropriate) with service users on whether and how each service or programme should be redesigned. In these circumstances a full DIA will be undertaken and before any decisions are made that would impact on people with protected characteristics. This will enable services to make more informed choices regarding solutions, which may mitigate potential adverse impacts.

An overarching DIA has also been completed by the head of HR and organisational development that summarises the impact on staff across the organisation as a result of the proposed budget changes. It identifies 15.5 posts at risk of compulsory redundancy.

2 Summary of evidence used to support this assessment

- *Eg: Feedback from consultation, performance information, service user records etc.*
- *Eg: Comparison of service user profile with Medway Community Profile*

Evidence to support this overarching DIA includes:

- Capital and Revenue Budget Report 2015/16
- Service specific Diversity Impact Assessments:

Review

Although carrying out our DIAs helps to anticipate the likely effects of budget proposals on different communities and groups, in reality it is likely that the full impact will only be known once the revised service is being delivered.

Consequently, the Council will continue to review performance of services (including customer satisfaction) as part of the existing quarterly monitoring process.

Diversity impact assessment

Examples

Budget changes have been proposed across all services, however the changes affecting Children and Adult services are most likely to impact on protected characteristic groups (eg age, and disability) Examples of these service changes include:

1. Introduction of a maximum expenditure cap for services for young disabled adults
2. Introduction of deferred payment options and an administration fee for carrying out assessments of people who pay for their own care
3. Transfer community bathing service from Age UK Medway to other Homecare providers

Consultation with staff at risk of compulsory redundancy has been carried out during January 2015 to ensure any reasonable adjustment on the grounds of protected characteristics is taken into account. This consultation is on going.

3 What is the likely impact of the proposed change?

Is it likely to :

- *Adversely impact on one or more of the protected characteristic groups?*
- *Advance equality of opportunity for one or more of the protected characteristic groups?*
- *Foster good relations between people who share a protected characteristic and those who don't?*

(insert ✓ in one or more boxes below)

Protected characteristic groups	Adverse impact	Advance equality	Foster good relations
Age	✓	✓	✓
Disability	✓	N/A	✓
Gender reassignment	N/A	N/A	N/A
Marriage/civil partnership	N/A	N/A	N/A
Pregnancy/maternity	N/A	N/A	N/A
Race	N/A	N/A	N/A
Religion/belief	N/A	N/A	N/A
Sex	N/A	N/A	N/A
Sexual orientation	N/A	N/A	N/A
Other (eg low income groups)	N/A	N/A	N/A

Diversity impact assessment

4 Summary of the likely impacts

- *Who will be affected?*
- *How will they be affected?*

Due to the nature of Children and Adult Social care services in particular, it has already been identified that making changes to these services is likely to have an impact on people with protected characteristics (eg age and disability). That impact may be positive as well as adverse, for example:

Adult Social Care

Introduction of a maximum expenditure cap for services for young adults with learning and physical disabilities

- **Advance equality:** A more equitable service will be provided as the current financial cap for older adults with disabilities will also apply to younger adults with disabilities. This will result in a more equitable distribution of funding available across all age groups of service users.

Introduction of deferred payment options and an administration fee for carrying out assessments of people who pay for their own care

- **Foster good relationships:** customers who may have previously had to sell their homes to pay for care costs can now arrange deferred payments for a nominal one-off fee of £100.

Transfer community bathing service from Age UK Medway to other Homecare providers

- **Adverse impact:** 63 older disabled people who currently use the service for £4.50 will be liable for a £12.50 charge if they do not meet the new eligibility criteria which will come into effect in April 2015.

Services will continue to review the impact of the budget changes during 2015/16 and report any changes as part of the existing performance monitoring processes to DMT.

5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- *Are there alternative providers?*
- *What alternative ways can the Council provide the service?*
- *Can demand for services be managed differently?*

Diversity impact assessment

Where potential adverse impacts are identified, an action plan which sets out how the department will mitigate the impact, will be included in the DIA. All DIAs and Action Plans are approved by the Assistant Directors.

Where this is the case, the Council is committed to having due regard to the equality duties in section 149 Equality Act 2010 as an integral part of its decision making, and ensuring that DIAs:

- Are undertaken to inform decision-making at an early stage
- Are reviewed periodically to take into account new evidence
- Appropriate mitigating actions are considered and taken to deliver services to people that need them
- Existing council equalities and workforce policies, (eg the Fair Access, Diversity and Inclusion Policy 2012 and the Organisational Change Policy 2013) are used to minimise or avoid negative impacts on staff, especially those with protected characteristics.

The three examples detailed above, include actions in their DIAs which will mitigate any adverse effect on current service users. for example

Introduction of a maximum expenditure cap for services for young adults with learning and physical disabilities

- Will negotiate revised changes made by service providers
- Consultation with users and service providers

Introduction of deferred payment options and an administration fee for carrying out assessments of people who pay for their own care

- Publicise changes to raise awareness of option to defer payments for users who pay for care services

Transfer community bathing service from Age UK Medway to other Homecare providers

- Work with occupational therapists to promote the take up of aids & adaptations to enable user to be independent rather than rely on a bathing service
- Publicise changes to raise awareness of aids & adaptation option, service availability with other Homecare providers (eligibility criteria applies for free service otherwise £12.50 charge) and bathing opportunities at Day Care Centres.

With regards to the 15.5 posts which are at risk of compulsory redundancy across the organisation, the Organisational Change Policy will be used to assist and support those seeking employment.

Diversity impact assessment

6 Action plan

- *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence*

Action	Lead	Deadline or review date
Carry out appropriate consultation (where DIAs have yet to be completed) once 2015/16 budget decision has been approved and report via existing performance monitoring process	Relevant service manager	End of Q2 - Sept 2015 (6 months)
Directorate Management teams (DMTs) to review cumulative risk of DIAs once completed	DMTs	End of Q2 - Sept 2015 (6 months)
For 2016/17, ensure DIAs are reviewed by DMTs to assess cumulative risk as part of budget setting process.	DMTs	End of Q3 – Dec 2015 (9 months)

7 Recommendation

The recommendation by the lead officer should be stated below. This may be:

- *to proceed with the change, implementing action plan if appropriate*
- *consider alternatives*
- *gather further evidence*

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

The budget decision will be made by Full Council on 26 February 2015

Recommendations:

- Where decisions are yet to be made on how to implement proposed cost savings, service specific DIAs will be undertaken before such decisions and made. Consultation will be undertaken (where appropriate) to inform service specific DIAs
- DMTs to continue to monitor equalities impact of changes to services and assess cumulative impact of service changes across Directorates
- Assessment of cumulative equalities impact of budget proposals to be built into the budget setting process at DMT level.

8 Authorisation

The authorising officer is consenting that:

- *the recommendation can be implemented*
- *sufficient evidence has been obtained and appropriate mitigation is planned*
- *the Action Plan will be incorporated into service plan and monitored*

Assistant Director

S Goad

Date

February 2015

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC: phone 2443 email: annamarie.lawrence@medway.gov.uk
 C&A: (Children's Social Care) contact your normal P&I contact
 C&A (all other areas): phone 1481 email: paddy.cahill@medway.gov.uk
 BSD: phone 2472/1490 email: corppei@medway.gov.uk
 PH: phone 2636 email: david.whiting@medway.gov.uk

Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication (corppei@medway.gov.uk)