

Diversity impact assessment

TITLE <i>Name/description of the issue being assessed</i>	CAPITAL AND REVENUE BUDGETS 2018/19 OVERARCHING DIVERSITY IMPACT ASSESSMENT (DIA) v3
DATE <i>Date the DIA is completed</i>	February 2018
LEAD OFFICER <i>Name of person responsible for carrying out the DIA.</i>	Katey Arrowsmith Head of Finance Strategy

- 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?*

Budget 2018/19

The Capital and Revenue Budgets 2018/19 report sets out the Council's spending plans for 2018/19 and how it intends to resource the delivery of services. In accordance with the constitution, this will be submitted to Council for consideration and approval on 22 February 2018.

Significant savings are required in 2018/19 because of the need to deliver a sustainable budget whilst continuing to deliver our priorities and meet our statutory responsibilities.

Overarching Diversity Impact Assessment

This Diversity Impact Assessment (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 characteristics within the Medway community and workforce (as defined in the Equality Act 2010).

Each service is expected to carry out a DIA to support the proposals set out in the Budget 2018/19 Report to Council.

Consultation

Following the decision on the budget for 2018/19, in some circumstances services will need to carry out consultation with service users. This will inform how specific services or programmes should be redesigned to meet user needs, balanced against the Council's financial resources.

In these circumstances, a DIA will be undertaken (or the existing DIA will be updated) before any final decisions (that could impact on people with protected characteristics), are made through the Council's processes.

This will enable services to make more informed choices regarding solutions

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which may mitigate potential adverse impacts.

2 Summary of evidence used to support this assessment

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

Evidence used to support this overarching DIA includes:

- Capital and Revenue Budget Report 2018/19
- Service specific Diversity Impact Assessments

Equality duty

Carrying out DIAs helps to anticipate the likely effects of budget proposals on different communities and groups, and thereby assists the Council to comply with its equality duties when discharging its public function of budget setting.

Review

In addition, the Council will continue to review the performance of services as part of the existing quarterly monitoring process to take account of the impact on people with protected characteristics when making decisions in future about services.

Service proposals 2018/19

Budget changes have been proposed across a wide range of services, however the changes affecting the following services demonstrate where these are most likely to impact (positively or adversely) on protected characteristic groups (e.g. age and disability):

Regeneration , Culture, Environment and Transformation

- 1. Bereavement fees and charges review**
- 2. Footway parking enforcement done**
- 3. Parking enforcement operation**
- 4. Virtual permits and vouchers**

Public Health

- 5. Recommissioning of an Integrated Child Health Service for Medway**

Children and Adults

- 6. Adult Social Care Budget Proposals 2018/19**
- 7. Reduction in grants to voluntary bodies**
- 8. Recommissioning an Independent Fostering Provision in a joint procurement with Kent County Council and Medway Council**
- 9. Children in Care Placements – 15 additional in house foster placements**

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- 10. Recommissioning of child health services, 0-19/25 services
- 11. Transformation of Early Help Services
- 12. Early Help and Troubled Families
- 13. In-year admissions for Community and Voluntary Controlled schools
- 14. Transformation of Overnight Short Break Services

3 What are the likely impacts of the proposed changes?

Are they 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	✓	✓	✓
Gender reassignment	N/A	N/A	N/A
Marriage/civil partnership	N/A	N/A	N/A
Pregnancy/maternity	✓	✓	✓
Race	N/A	N/A	N/A
Religion/belief	N/A	N/A	N/A
Sex	✓	✓	✓
Sexual orientation	N/A	N/A	N/A
Other (e.g. low income groups, carers)	✓	✓	N/A

4 Summary of the likely impacts

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

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?

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Summary of impacts

Services have identified savings proposals for 2018/19. The consequent likely impacts on people with protected characteristics – both positive and adverse, have been summarised in the table above.

Positive impact

It is recognised that the Council's Transformation programme which aims to change the way that services will be delivered is likely to have positive impacts across the whole community including protected characteristic groups. In addition, older people, children and people with disabilities stand to benefit from the following examples of proposals:

- Older people may be affected by the new strength based model for Adult Social Care which will result in a quicker, focused service that is more responsive to an individuals needs.
- The new Independent Fostering Framework will mean more looked after children and young people can remain in the county and recommissioning of child health services will also mean more children may be able to stay in their own communities.
- People with disabilities will benefit as a result of more effective enforcement of disabled parking bays.

Adverse impact

Due to the proportion of the Council budget that delivers Children and Adult social care services, savings in these areas may have an adverse impact on people with particular protected characteristics, for example:

- Children and pregnant women may be affected by the transformation of Early Help Services bringing together more services across fewer venues. Concern was raised that the proposal may see an increased demand for GP service. To mitigate this, the proposal continues to offer local services and consistent relationships with health staff and the voluntary sector.
- Older people may be disproportionately affected by increases in bereavement charges and a move towards online parking charging.
- Residents on low incomes, who utilise Council services that are currently free or subsidised, may also be disproportionately affected. (e.g.: extension to parking charges and increase in bereavement service charges).

Workforce

An overarching DIA has also been completed by the Acting Head of HR summarising the impact on staff across the organisation as a result of the proposed budget changes. Our current projections are that through the work

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of the transformation programme, as services are reviewed the establishment is likely to reduce over the medium term, though much of this reduction will be through natural wastage. Any effect on staff will be managed in line with the Council's Organisational Change Policy.

Action Plans

Where potential adverse impacts are identified, an action plan which sets out how the service will mitigate the impact will be included in the service specific DIAs. All DIAs and associated action plans are approved by Assistant Directors.

Equality Act 2010

The Council is committed to having due regard to s149 Equality Act 2010 as an integral part of its decision making, ensuring that DIAs:

- Are undertaken to inform decision-making as early as possible when any proposals are still at a formative stage
- Are reviewed periodically to take into account new evidence
- Appropriate mitigating actions are considered and used to deliver services to people that need them
- Existing council equalities and workforce policies, (e.g. 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 service proposals detailed below include actions in their DIAs which will mitigate any adverse effect on current service users:

Regeneration, Culture, Environment and Transformation (RCET)

Bereavement fees and charges

This proposal seeks to increase the fees and charges for burial and cremation services by 7%.

This will adversely impact on older people (as the remaining partner of the deceased tend to be in this age group) and low income groups.

Benchmarking with other neighbouring local authorities and other local private service providers show that we continue to provide a comparatively lower cost service. We will continue to benchmark this on a regular basis.

Footway parking enforcement

This proposal will replace the ad hoc Traffic Regulation Orders in place across the authority with an authority-wide Traffic Regulation Order to enable

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consistency of enforcing parking on footways. Consultation will be carried out to inform the final proposal.

This is likely to have a positive impact on all residents who currently experience safety risks due to unauthorized parking on footpaths. Groups who will benefit most are parents/carers with young children in push chairs/prams, and people with mobility difficulties and sight impairment - all of whom currently have to walk into roads to avoid vehicles parked on footpaths.

Parking enforcement operation

This proposal will increase the current team of 31 FTE Parking enforcement officers by an additional 5 FTEs (36 total)

There will be a positive impact for people with disabilities as this will enable more effective enforcement of disabled parking bays.

Virtual permits and vouchers

This proposal will be to continue developing the recently introduced online parking system using Ringo software. Customers will incur an additional nominal charge for using this facility.

This move away from paper based ticket system will have a potential adverse impact on older groups who are less likely to be able to use the online option. The Council's Assisted Digital Strategy will assist those who are less likely to be able to use the Ringo online channel.

An additional adverse impact will be felt by low income groups who will have to bear the new online transaction cost.

Public Health (PH)

Recommissioning of an Integrated Child Health Service for Medway

The proposal will bring together 19 separate services currently delivered by 4 different providers.

The model may have a positive benefit i.e.: it may create efficiencies and ensure improved services in a number of different ways, for example by creating a single electronic patient record, facilitating shared administration and management, and developing improved ICT infrastructure. Protected characteristics that will benefit most are: age, disability, pregnancy/maternity as well as lower income groups.

No adverse impact is expected as a result of this proposal. However the reduction in the number of Children's Centres in Medway, from 19 to 13 (4

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Early Help Hubs and an additional 9 Health and Wellbeing Centres) may geographically restrict accessibility to some children, parents and carers. This change is not directly linked to this re-procurement.

To offset any geographical or accessibility issues created by the closure of some Children Centre delivery points from Jan 2018, additional outreach centres will be considered.

Children and Adults

Adult Social Care Budget Proposals 2018/19

Following an external review, a new strength based model of practice is being implemented to deliver personalisation while dealing with the pressures of financial austerity.

This will result in a quicker, focused, more responsive service that identifies a person's needs and finds ways to enable them to be independent and safe.

This will have a positive impact on older people.

Reduction in grants to the Voluntary Sector

The proposal is to recommission the way that community services are procured in Medway, thus removing the risk of challenge under the OJEU regulations and ensuring a fair and transparent process. This may affect users of these services (both positive and adverse) with the following protected characteristics and groups: age, disability, race and lower income.

The new landscape will better mirror the changes across the health and social care system, supporting delivery and ensuring people are better able to understand the services available to them and what to expect from their chosen service.

Initially some service users may feel disenfranchised as they are attached to a service they have been in contact with for some time. The Commissioners will consult with stakeholders and support those services immediately affected, ensuring they are signposted towards other sources of support.

Recommissioning an Independent Fostering Provision in a joint procurement with Kent County Council and Medway Council

The proposal is for Kent and Medway to jointly procure independent fostering provision by enabling us to contract with a smaller number of providers who have a dedicated footprint in Kent and Medway and share our social values. This will enable us to improve the way we meet a diverse range of needs and achieve the required outcomes. It will also mean more looked after children and young people can remain in the county and be supported to integrate

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socially and develop emotionally within the community.

A further DIA will be undertaken as part of first year review in order to identify and address any unforeseen adverse impacts

Children in Care Placements – 15 additional in house foster placements

Conversion of external foster placements into in-house foster placements is a key strategy in reducing placement spends. The aim is for 15 additional in house foster placements that will be used solely for returning children and young people from high cost external placements

This will have a positive impact on Medway looked after children who will be able to remain or enter into placements with Medway foster carers, allowing better oversight and support from Medway Council fostering service.

Recommissioning of child health services, 0-19/25 services

Recommissioning of an integrated 0-19/25 service, including health visiting, school nursing, children's therapies services and paediatrics, special needs nursery provision and special school nursing. The proposed recommissioning will match services more closely to needs and ensure a more equitable spread of provision.

For disabled children, success will be judged by positive outcome. Current gaps and inequity will be enhanced. Provision will be designed so that children can stay in their own communities.

The decommissioning could be deemed as having a negative impact on first time mothers of the eligible age range who may not meet the new eligibility criteria. However, vulnerable families will have a support package delivered by the replacement vulnerable parents' service.

Transformation of Early Help Services

Children's Centre provision will be delivered through four children and family hubs, nine children and family wellbeing centres and through outreach support in family homes or the community.

The four children and family hubs will be formally designated as Children's Centres. The hubs will each provide venues for a Children's Centre team and a multi disciplinary early help team to work alongside each other providing services for children and young people aged 0 to 19 years. Bringing Early Years provision within this model will ensure families have a single point of access to a range of services.

Whilst the proposed model reduces the number of venues available, the types of service that can be delivered at these venues will increase.

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Although there is expected to be positive benefits across the community as a result of this proposal, there is concern that there may be adverse impact on those with mental health issues due to changes in support.

To mitigate potential adverse impact it is proposed that the model continues to offer local services, ensuring consistent relationships with health staff and the voluntary community sector to build and support peer networks.

Early Help and Troubled Families

The proposal is to help an additional 250 troubled families through a reshaped Early Help Service and Troubled Families programme.

Where we are able to work with families identified through the government's troubled families programme, we are working with the whole family, identifying their needs earlier and supporting them quicker. There is likely to be a positive impact for children as families should see an improvement in their outcomes.

In-year admissions for Community and Voluntary Controlled schools

Following a public consultation, Medway Council will delegate the administration of in-year admissions to Community and Voluntary Controlled schools.

The proposed changes may provide a positive impact for families, as they will now be able to correspond directly with schools to secure places for their children.

There is a possible adverse effect for families who may find it difficult to secure places (due to oversubscription) and then require the assistance of the Council to secure a place, which could delay their child's admission to school.

School Services will provide training and support to school staff to be able to administer the processes as expeditiously as possible. School Services will also undertake rigorous monitoring of the processes to ensure that children are not missing education.

Transformation of Overnight Short Break Services

The proposal is to change the location of the provision of overnight short breaks services, but not a change to the service itself. In changing location, the number of beds available will increase to 6 (from 5). This will enable a more joined-up approach to service provision whilst increasing provision.

Some service users may find transition difficult to cope with. The implementation plan would include setting up parent forum meetings to allow

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parents to meet with the managers at Aut Even and Parklands. These meetings would address any service issues, as well as involving parents in planning of the transition. The implementation plan would also include a significant transition period, where familiarisation for individual children and their families would be planned over an appropriate period of time.

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 once the overall 2018/19 budget decision has been approved, incorporate the findings into new/updated DIA and resubmit to Council decision-making processes	relevant service manager	end of Q2 Sept 2018 (6 months)
Directorate Management teams (DMTs) to review cumulative risk of DIAs once completed and ensure action plans are completed	DMTs	end of Q2 Sept 2018 (6 months)
Ensure that services utilise the Council's consultation processes where specific service users with protected equality characteristics may be disproportionately affected.	DMTs	end of Q3 Dec 2018 (9 months)

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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 22 February 2018.

Recommendations:

- Where decisions are yet to be made on how to implement cost savings, for specific services, DIAs will be undertaken (or updated) before such decisions are 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, including the delivery of DIA actions.

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

Phil Watts, Chief Finance Officer

Date

February 2018

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

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