

# Diversity impact assessment

<b>TITLE</b> Name/description of the issue being assessed	<b>CAPITAL AND REVENUE BUDGETS 2019/20 OVERARCHING DIVERSITY IMPACT ASSESSMENT (DIA)</b>
<b>DATE</b> Date the DIA is completed	<b>February 2019</b>
<b>LEAD OFFICER</b> Name of person responsible for carrying out the DIA.	<b>Katey Durkin Head of Finance Strategy</b>

- 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?

**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 2019/20 report to Council.

**Budget 2019/20**  
The Capital and Revenue Budgets 2019/20 report sets out the Council's spending plans for 2019/20 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 21 February 2019.

Significant savings are required in 2019/20 because of the need to deliver a sustainable budget whilst continuing to deliver our priorities and meet our statutory responsibilities.

**Transformation Programme: Smart Medway**  
The journey to a smart Medway aims to transform the council's processes to make it quicker and easier for customers to access our services online.

This will allow our customers to access services at a time that suits them, meet their expectations and delivers value for money.

- 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 used to support this overarching DIA includes:

- Capital and Revenue Budget Report 2019/20

# Diversity impact assessment

## Proposals 2019/20

Budget changes have been proposed across a wide range of services as follows:

### **Regeneration, Culture, Environment and Transformation (RCET)**

Overall, the RCET directorate budget has increased, despite some very challenging income targets in Leisure, Parking and Bereavement Services. Strategies to increase the income generated to meet targets may include, alternative delivery models and delivering further efficiency savings.

### **Business Support Department (BSD)**

Business Support Department's contribution towards savings will be achieved principally through the project to improve debt recovery and through moving the Revenues and Benefits system to a hosted arrangement allowing it to rationalize systems and transform front end and back office processes.

### **Public Health (PH)**

Public Health's contribution towards savings will be achieved principally through the removal of 1 year fixed mobilisation costs and efficiencies that will not affect frontline delivery.

### **Children and Adults (C&A)**

Children and Adults contribution towards savings will come largely through efficiencies, by securing the best value for money from providers and by removing invest to save contributions awarded in 2018/19.

### **Transformation Programme: Smart Medway**

Following the successful delivery of previously delivered transformation savings, further saving proposals have been reflected in directorate budgets for 2019/20. The overarching impact of these savings will be assessed once proposals have been received.

## **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

# Diversity impact assessment

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 (eg low income groups, carers)	✓	✓	N/A

## 4 Summary of the likely impacts

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

### Summary of impacts

Services have identified savings proposals for 2019/20. The consequent likely impacts on people with protected characteristics – both positive and adverse, have been summarised below

#### Positive impact: Transformation Programme -Smart Medway

The journey to a smart Medway aims to transform the council's processes to make it quicker and easier for customers to access our services online.

This will allow our customers to access services at a time that suits them, meet their expectations and delivers value for money.

Assisted digital is an integral part of our transformation programme, ensuring quality digital services are accessible to all. Our principles for assisted digital now form part of our current and future service design programmes. Each project has a customised approach to reflect the type of new service on offer and an understanding of likely customer needs.

Any resident who wants to take advantage of new online processes can be supported in branch libraries by staff, or a volunteer computer buddy.

#### 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.

# Diversity impact assessment

A DIA will be undertaken (or the existing DIA will be updated) before any final decisions that could impact on people with protected characteristics.

This will enable services to make more informed choices regarding solutions which may mitigate potential adverse impacts.

## **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 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.

## **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?

## **Consultation**

Following the decision on the budget for 2019/20, 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.

## **Equality duty**

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

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. Diversity Impact Assessments (DIA's) 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 which may mitigate potential adverse impacts

## **Performance 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

# Diversity impact assessment

about services.

## 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.

## Transformation Programme -Smart Medway

All changes will be managed using the principles of the Council's transformation programme, Smart Medway, including the use of assisted digital.

## Council Equalities and Workforce Policies

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.

## Alternative Delivery Models

In seeking to deliver services more efficiently and embrace more commercial ways of working, the Council has established a number of new delivery vehicles, including Medway Norse, Medway Commercial Group and the Medway Development Company.

## 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 2019/20 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 2019 (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 2019 (6 months)
Review overarching DIA once proposals for additional transformation savings received	CFO	End of Q1 June 2019

# Diversity impact assessment

## 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 21 February 2019.

### 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 2019**

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

RCC:	phone 2443	email: <a href="mailto:annamarie.lawrence@medway.gov.uk">annamarie.lawrence@medway.gov.uk</a>
C&A:	phone 1173	email: <a href="mailto:michael.hood@medway.gov.uk">michael.hood@medway.gov.uk</a>
BSD:	phone 2472	email: <a href="mailto:lesley.jones@medway.gov.uk">lesley.jones@medway.gov.uk</a>
PH:	phone 2636	email: <a href="mailto:david.whiting@medway.gov.uk">david.whiting@medway.gov.uk</a>