

# Diversity impact assessment

Appendix 8

## TITLE

Name/description of the issue being assessed

**CAPITAL AND REVENUE BUDGETS 2020/21  
OVERARCHING DIVERSITY IMPACT ASSESSMENT  
(DIA)**

## DATE

Date the DIA is completed

**5 February 2020**

## LEAD OFFICER

Name of person responsible for carrying out the DIA.

**Katey Durkin  
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?

### 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 2020/21 report to Council.

The impact on staff from proposed budget changes is considered through the overarching DIA completed by the Head of HR.

### Budget 2020/21

The Capital and Revenue Budgets 2020/21 report sets out the Council's spending plans for 2020/21 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 20 February 2020.

Significant savings are required in 2020/21 because of the need to deliver a sustainable budget whilst continuing to deliver our priorities and meet our statutory responsibilities.

## 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 2020/21

### Proposals 2020/21

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

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## Regeneration, Culture, Environment (RCE)

The proposed RCE budget recognises inherent pressures around the very challenging income targets previously set, and resets the base budget to levels considered more realistic. The proposed budget also addresses pressures arising from demographic growth and contractual uplifts.

Proposed budget changes to Leisure, Sports Development and Theatre Bookings will be considered through service specific DIA's.

## Business Support Department (BSD)

Overall the BSD budget has increased; mainly due to the addition of the majority of services that previously formed the Transformation Division. It is anticipated that merging core support services will support the delivery of further opportunities to transform the Council's operations.

## Children and Adults (C&A) including Public Health

Overall, the C&A directorate budget has increased. The proposals reflect a significant increase in Children's Social Care, made in response to the inadequate rating from Ofsted's inspection of the Local Authority's Children's Services in 2019. The proposals also reflect the increased costs due to demographic pressures and provider fee increases.

The decision to close the Old Vicarage Children's Home was the subject of a service specific DIA. The proposed budget reflects investment in a new "edge of care" service provision that better meets the needs of local children.

## Business Change

Following the successful delivery of our Transformation Programme, we have adopted a "business as usual" approach to business change whereby services will look for ways to transform their service provision as part of their usual service planning. We believe this approach will lead to an improved experience for customers whilst continuing to contribute towards savings.

## 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

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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 2020/21. The consequent likely impacts on people with protected characteristics – both positive and adverse, have been summarised below

#### Positive impact:

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 service provision, 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.

The proposed increase to Children and Adults, including Public Health, in response to the inadequate rating from Ofsted's inspection of Local Authority's Children's Service, and to demographic pressures, is anticipated to enable improved service provision.

#### Adverse impact

Any adverse impact due to proposed budget changes will be managed by services through the completion of a service specific DIA which will enable

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

## **Fees and Charges**

Approved Fees & Charges have been predominantly increased by 2% (Current CPI) and rounded to the nearest 10 pence/£. Any additional charges or changes to service provision will be considered through service specific diversity impact assessments.

## **Workforce**

An overarching DIA has also been completed by the Head of HR summarising the impact on staff across the organisation as a result of the proposed budget changes. Our current projections are that adopting a “business as usual” approach to business change will enable services to manage their establishment 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 2020/21, 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

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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.

## 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.

## Council Equalities and Workforce Policies

Existing council equalities and workforce policies, (e.g. the Fair Access, Diversity and Inclusion Policy and the Organisational Change Policy) 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 2020/21 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 2020 (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 2020 (6 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 20 February 2020.

### 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 2020**