

Equality Impact Assessment Form



Directorate: Transformation	Service: Partnership & Performance
Completed by: Alison Grimes	Date: 24 February 2016
Subject Title: Policy Options 2016/17	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	Yes
Is a service being designed, redesigned or cutback:	Yes
Is a commissioning plan or contract specification being developed:	Yes
Is a budget being set or funding allocated:	Yes
Is a programme or project being planned:	Yes
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	Yes
Details of the matter under consideration:	Policy Options for efficiencies, savings and income for 2016-17.
<p><i>If you answered Yes to any of the above go straight to Section 3</i> <i>If you answered No to all the above please complete Section 2</i></p>	
2. RELEVANCE	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>	
If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i>	

3. EVIDENCE COLLECTION	
Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?	Since the options apply to several service areas/functions they impact on a various groups of customers, service users, communities, Councillors and employees.
If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?	<p>The package of options relate to a broad spread of service areas so that there is unlikely to be a group who needs/uses the areas outlined in the options more than others.</p> <p>The options are sufficiently wide-ranging (particularly in relation to the potential impact from reduction in grants and funding to parish councils) that they will directly or indirectly impact on all who use Council/parish council services or engage with the Council.</p>
Which of the protected characteristics are most relevant to the work being carried out?	Since the options are varied and can apply to all service users, no specific groups are more relevant.
<p>Age</p> <p>Gender</p> <p>Disability</p> <p>Race and Culture</p> <p>Sexual Orientation</p> <p>Religion or Belief</p> <p>Gender Reassignment</p> <p>Marriage and Civil Partnership</p> <p>Pregnancy and Maternity</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
4. DATA ANALYSIS	
In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?	The policy options apply to a variety of customer-facing services and internal/Councillor functions. As a set of proposals, the options therefore impact on a variety of customers, service users, communities, Councillors and employees.
What will the impact of the work being carried out be on usage/the stakeholders?	<p>The reduction and re-shaping of services is unlikely to provide a positive impact on any group, however the long-term outcome is to ensure a sustainable council budget and ability to continue to provide services.</p> <p>The numbers of people impacted by the options varies from large numbers of services users eg. green waste collection, to a limited number of individuals, eg. ceremonial /civic duties. The options ensure that statutory requirements are still met and, if these are sufficient, there should therefore be a limited negative impact on stakeholders.</p>

<p>What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?</p>	<p>Officers have access to a variety of information which helps in considering impact whilst developing options including knowledge of their service areas, previous customer contact, and the results of the Citizen/Stakeholder Survey 2015. The most recent survey was conducted in March 2015. Results provide information about satisfaction with certain Council services and these can be broken down into protected characteristics (other than beliefs, culture, marriage/ partnership, pregnancy/maternity). The reason for levels of satisfaction is not explored.</p> <p>Views on the services and potential impacts of the proposals were gathered during a policy option consultation ('Meeting the Budget Challenge') between 27 October 2015 and 10 January 2016. 110 responses were received, 80 from local residents and 30 from stakeholders. The total response is relatively low and because this was an open-access consultation with the potential for self-selection bias, it cannot be considered representative of the West Lancashire population.</p> <p>61% of stakeholders are satisfied with the proposed measures overall compared to 37% of residents. Levels of agreement with the individual options proposed are detailed in the survey report attached as an appendix to the Council report.</p> <p>The Council continues to gauge views on services to inform service delivery. A further Citizen/Stakeholder Survey is currently being carried out. Any future surveys will provide evidence about satisfaction with services.</p>
<p>What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?</p>	<p>The 'Meeting the Budget Challenge' consultation asked for examples of what impact there would be on the individual/household/organisation from the proposals relating to green bin charges, litter bins and dog waste bins since these were deemed to have the most direct impact on service users. Respondents were also asked to suggest ways in which negative impact could be minimised. Demographic information was captured in the survey but the low sample size is not sufficient to draw conclusions about the impact of different options on protected characteristics.</p> <p>The majority of responses from the survey in relation to impact were:</p> <ul style="list-style-type: none"> • green bin charge (negative impact for 68% of

	<p>residents; no impact for 72% of stakeholders)</p> <ul style="list-style-type: none"> • additional green bin collection (no impact for 54% of residents and 71% of stakeholders) • combining dog waste bins (no impact for 70% of residents and 79% of stakeholders) <p>Specific user/stakeholder impact from implementing the options PO7 and PO8 (parish council grants) cannot be known at the Borough Council level, since if approved would require service decisions to be made at the parish council level following budget consideration by the parish councils.</p>
<p>If any further data/consultation is needed and is to be gathered, please specify:</p>	<p>Impacts from implementing PO6 (Renegotiation of Shared Services) cannot be determined until options are developed and assessed.</p>
<p>5. IMPACT OF DECISIONS</p>	
<p>In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?</p>	<p>No groups with protected characteristics are specifically targeted by the policy options. It is not anticipated that the proposals will have a disproportionate impact on users/stakeholders with protected characteristics. No services for the public will cease, however, the groups 'worklessness and people with low income' / 'disadvantaged communities' identified within 'other life circumstances' (which are not protected characteristics) are likely to be impacted where the options involve charges for services. Demographic information was captured in the survey but due to the low sample size it is not sufficient to draw conclusions about impact of different options on protected characteristics.</p>
<p>6. CONSIDERING THE IMPACT</p>	
<p>If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).</p>	<p>The Council needs to achieve savings and this will be increasingly difficult to achieve without impacting on service delivery.</p> <p>The 'Meeting the Budget Challenge' consultation results will help the understanding of any negative impacts and possible mitigating actions for consideration by Council. However, it should be noted that given the size of the budget reductions necessary, it will be extremely difficult to avoid negative impacts arising out of the choices required.</p>
<p>What actions do you plan to take to address any other issues above?</p>	<p>No further actions</p>

7. MONITORING AND REVIEWING

When will this assessment be reviewed and who will review it?

A new assessment will be required for all future policy options prepared in order to balance the Council's budget.