

Budget Savings Proposals 2015/16 – Equality Impact Assessments

The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’: -

- (a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.

The protected characteristics include: - age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. The assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.

The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.

As part of the equality impact assessment (EqIA) process, services are initially required to complete an assessment of relevance (AoR) template, designed to assist in identifying the degree of relevance of the proposal to issues of equality. The outcome of the assessment determines whether or not an EqIA is a relevant and necessary requirement.

For the 2015/16 budget a total of 76 savings proposals have been identified. Of these, it was previously identified that EqIAs are not required for 27 of the proposals. Services have identified that 4 of the savings do not require an EqIA (without completion of the AoR). EqIAs were previously provided for 4 of the savings in 2014/15, and currently AoRs for 5 of the savings and EqIAs for 15 of the savings have been submitted. 3 savings have yet to be identified and 14 savings are newly identified and the service is in the process of completing the documentation. 4 of the savings are encompassed within wider programmes and EqIAs will be completed for each individual case.

Of the 5 AoRs received, these have identified either no or low relevance, therefore an EqIA is not required.

Of the EqIAs received for 2015/16, 6 savings have identified no adverse impact on equality, and 9 savings have identified that the proposal presents some adverse impact on equality.

Summary of EqIAs	
2015/16 Savings Proposals	76
Previously identified that EqIA not required	27
Services identified EqIA not required (without AoR)	4
Completed in 2014/15	4
AoRs	5
EqIAs	15
Saving not yet identified	3
Newly identified savings in process of completing documents	14
Programme of savings for which EqIAs will be completed for individual projects	4

Powys County Council

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council's Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 2 – Stop delivering pest control and close service down			
Proposal	Stop Delivering the Pest Control Service	Lead Person undertaking the assessment	Sue Bolter HoS RPC
Service Area	Regeneration, Property & Commissioning – Environmental Health	Relevant Head of Service who has agreed this assessment	Sue Bolter
Date of Assessment	27/01/14		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following 'general duty':</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>(b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	The Pest Control service is a non-statutory service and the proposal is to stop delivering it.		
2. OBJECTIVES			
Please state the current business objectives of the change proposal.	The Council subsidises the service by approx. £30,000 per annum and has a further £15,000 staff salaries allocated in re-charges towards it. This proposal would save the Council £30,000 per annum.		
3. BENEFITS and OUTCOMES			
i) What are the intended benefits or outcomes from the change	Cashable savings. This service does undertake work for a fee, but the level of fee does not reflect a break-even/ self-financing position. In addition		

proposal?	requests for fee earning work has dropped in recent years. Two members of staff will be made redundant as part of this proposal.	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	There is no direct relevance to either document.	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	Not collected
	Service user satisfaction rates, broken down by the protected characteristics.	Not collected
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	Not collected
	Qualitative data gathered from those that are not currently using the service.	Not collected
	Complaints monitoring against the protected characteristics	Not collected
	Wider research reports and findings.	Not collected
	Relevant service based Equality Impact Assessment	Not undertaken
5.2. Are there any gaps in the data?	Yes <input checked="" type="checkbox"/> Please state the gaps: There is no collection of customer data related to protected characteristic to base the EIA upon. How will the gaps be addressed going forward? This will be irrelevant if we stop delivering the service. If members decide to try to increase fees to a full cost recovery basis then customer characteristics will be collected.	No <input type="checkbox"/>
6. DATA ANALYSIS		
6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire. Key questions: i) Are certain groups currently underrepresented in service user figures? Will a change affect this? ii) How do satisfaction levels compare across	N/A	

<p>the protected characteristic groups? How will a change affect this?</p>		
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal. Key questions:</p> <p>i) Do certain groups have a different service user experience? How will a change affect this?</p> <p>ii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>iii) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>iv) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>The service is available to all residents of Powys. No data is collected to measure the characteristics of our customers. Customers pay a fee for the service. The fee is not set at full cost recovery level currently. We have no evidence that people can or cannot afford to pay despite the subsidy.</p> <p>Fees will need to increase by over 260% to generate full cost recovery. This is against a general background in falling demand.</p> <p>It is therefore unlikely that increasing the fees and charges will enable the service to break even as it is more likely to result in demand deterrence.</p> <p>If the Council did not provide the service then people could buy the service from the private sector – e.g. from local companies or organisations such as Rent o Kill.</p>	
<p>7. EqIA RESULT</p>		
<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	<p>X</p>
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	
	<p>The proposal presents significant impact on equality [Proceed to question 8]</p>	
<p>8. AREAS for IMPROVEMENT</p>		
<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>i) Which protected characteristic groups are particularly affected?</p> <p>ii) Will people on low incomes be affected?</p> <p>iii) Will Welsh speakers be affected?</p>	<p>If the Council decides to continue the service but on a full cost recovery basis then customer characteristics will be collected. This will enable a full EqIA to be undertaken.</p>	

9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT

<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>I.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>i) Can the impact be mitigated, and how will this be done?</p> <p>ii) Does the proposal require modification to reduce or remove this impact?</p> <p>iii) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>	<p>N/A</p>
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<p>9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?</p>	<p>Yes <input type="checkbox"/></p> <p>Date added.....</p> <p>Reference.....</p>	<p>No X</p> <p>If no, please explain why not: Service will not continue</p>
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10. ONGOING MONITORING

<p>How will the decision now be monitored on an ongoing basis to consider its impact over time?</p>	<p>NB only if service is retained.</p>	<p>Please tick/shade</p>
	<p>Equality monitoring of uptake of the service within which the decision was made</p>	<p>yes</p>
	<p>Satisfaction monitoring of service users (broken down by protected characteristic)</p>	<p>Yes</p>
	<p>Recording and analysing complaints/requests/compliments</p>	<p>Yes</p>
	<p>Targeted periodic focus groups/service user interviews/feedback sessions</p>	
	<p>Other (please specify):</p>	

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

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N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 5 – Reduce number of conservation officers from 3 to 1			
Proposal	Restructure of the Spatial Planning and Built Heritage Service	Lead Person undertaking the assessment	Peter Morris Professional Lead – Spatial Planning and Built Heritage
Service Area	Spatial Planning and Built Heritage (part of Regulatory Services, which is part of Regeneration, Property and Commissioning, which is part of the Place Directorate)	Relevant Head of Service who has agreed this assessment	Sue Bolter Head of Service, Regeneration, Property and Commissioning
Date of Assessment	18 th November 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	It is proposed that the Spatial Planning and Built Heritage Service be restructured. The primary objective is to produce savings to the staff budget of £60,000. Full Council has also resolved that the number of Built Heritage staff within the service be reduced from 3 to 1. The proposed restructure represents an opportunity to consolidate the service, review job descriptions and salary grades and to place emphasis focussed on the delivery of the Powys LDP.		
2. OBJECTIVES			

Please state the current business objectives of the change proposal.	As 1 above	
3. BENEFITS and OUTCOMES		
i) What are the intended benefits or outcomes from the change proposal?	The main benefit will be a financial saving to the authority, although the savings are likely to result in staff redundancies (voluntary or compulsory). One of the outcomes will be a reduced built heritage service.	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<p>The One Powys Plan 2014-17 sets out 5 priorities:</p> <ul style="list-style-type: none"> • Integrated health and adult social care. • Children and Young People. • Transforming learning and skills. • Stronger, safer and economically viable Communities. • Financially balanced and fit for purpose public services. <p>The proposal relates to the fifth priority of “Financially balanced and fit for purpose public services and the need to make a minimum of £40m savings between 2014-17.</p> <p>N.B. Specific reference is made to the LDP under the priority of Stronger, safer and economically viable communities which states the following action: “Align the Local Development Plan to ensure it provides a sustainable infrastructure that underpins the delivery of the One Powys Plan”.</p>	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics	No – not known
	Service user satisfaction rates, broken down by the protected characteristics	No – not known
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service	No
	Qualitative data gathered from those that are not currently using the service	No
	Complaints monitoring against the protected characteristics	No
	Wider research reports and findings	No
	Relevant service based Equality Impact Assessment	No
5.2. Are there any gaps in the data?	Yes <input type="checkbox"/> Please state the gaps: Baseline data on staff and on service users has not been collected. How will the gaps be addressed going	See left

	<p>forward?</p> <p>The consolidation of the service provides an opportunity to begin collecting data on aspects of the service. The first focus will be on gathering equality information in respect of the LDP.</p>	
<p>6. DATA ANALYSIS</p>		
<p>6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire. Key questions: iii) Are certain groups currently underrepresented in service user figures? Will a change affect this? iv) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>This EqIA considers: The impact of the restructure on service users as a result of a reduced built heritage service.</p> <p>Service Reductions The proposed restructure will result in a reduced built heritage service. There is no quantitative data on the protected characteristics of service users, but the service users that will be affected most will be those who have an interest in listed buildings or built heritage in general. These people will need to find an alternative advice and may potentially have to purchase professional expertise.</p>	
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal. Key questions: v) Do certain groups have a different service user experience? How will a change affect this? vi) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views? vii) What are the reasons behind some groups not using the service? How will a change affect this position? viii) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>See 6.1 above</p>	
<p>7. EqIA RESULT</p>		
<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	<p>Yes</p>
	<p>The proposal presents some adverse impact on equality.</p>	<p>No</p>

	[Proceed to question 8]	
	The proposal presents significant impact on equality	No
	[Proceed to question 8]	
8. AREAS for IMPROVEMENT		
Please provide detail of weak or sensitive areas of the proposal identified by the assessment. iv) Which protected characteristic groups are particularly affected? v) Will people on low incomes be affected? vi) Will Welsh speakers be affected?	N/A	
9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT		
9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i> iv) Can the impact be mitigated, and how will this be done? v) Does the proposal require modification to reduce or remove this impact? vi) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?	N/A	
9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?	Yes <input type="checkbox"/> Date added..... Reference.....	No <input type="checkbox"/> If no, please explain why not:
10. ONGOING MONITORING		
How will the decision now be monitored on an ongoing basis to consider its impact over time?		Please tick/shade
	Equality monitoring of uptake of the service within which the decision was made	No
	Satisfaction monitoring of service users (broken down by protected characteristic)	Yes for service user element– as and when the opportunity arises
	Recording and analysing complaints/requests/compliments	No
	Targeted periodic focus groups/service user interviews/feedback sessions	No
Other (please specify):	No	

Powys County Council

Equality Impact Assessment (EqIA) – Service Assessment reporting template

This EqIA reporting template is designed to report on the analysis of gathered data and evidence, to determine the equality impact of relevant existing practices the Council, and to identify any possible areas for equality improvement. Once complete, the template requires publication on the Powys County Council website.

N.B. Please contact the Council's Organisational Development Officer (Equalities) early in the process if you require advice to conduct an assessment.

Savings line 10 – The closure of public buildings across Powys			
Name of Service	Corporate Property Services – Disposals programme	Lead Person undertaking the assessment	Sue Bolter HoS RPC
Date of Assessment	4 th February 2015	Head of Service who has agreed this assessment	As above
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following 'general duty':</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>(b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh and also low socio economic status.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the service being assessed.	The Council holds a number of property portfolios that are used to either generate income for the Council (such as industrial workshops), or are used as a means of allowing the council to deliver its services (libraries, offices, etc.). (This does not include the Council's domestic housing stock which is dealt with separately through the HRA.) This EqIA specifically looks at how the Council chooses to dispose of the property it holds.		
2. OBJECTIVES			
Please state the current objectives of the service being assessed?	The Council has an asset management plan which states the overarching purposes of why it holds a particular property. When the Council makes a decision that it no longer needs that property for that particular		

	purpose and has no other use for it, it will dispose of it. There are two main ways the Council can dispose of a property – the first is by transferring the freehold to a Community Group for a nominal sum (Community Asset transfer (CAT)) while the second is by commercial sale. The latter provides a capital receipt to the Council. Properties that do not sell can become a financial burden to the Council in that they still require a degree of maintenance and can be subject to vandalism.	
3. BENEFITS and OUTCOMES		
i) Who are the main stakeholders and how do they benefit from the service?	The main stakeholders are the residents of Powys who will benefit from lower community charges from a successful disposal of properties subsidising the overall finances of the Council.	
ii) What are the intended outcomes of the service provided?	The service is tasked with achieving the best outcome of the disposal of property – either by way of a capital receipt or by transferring the property into community use.	
iii) How are outcomes measured?	Outcomes are measured by the value of a capital receipt or by the number of properties transferred to the community.	
4. CORPORATE RELEVANCE		
How does this service relate to the Powys Change Plan and/or Powys One Plan?	The effective use of property underpins many of the aspirations of the Powys one plan, specifically the Council’s objective of “Remodelling Council services to respond to reduced funding”. It also helps support the commercial sector by providing suitable accommodation in appropriate places, or selling this onto other commercial operations who can take a commercial opportunity from the sale of the Council’s property - thus the efficient disposal of the Council’s property can help to “Develop the economy”.	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	x
	Service user satisfaction rates, broken down by the protected characteristics.	x
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	x
	Qualitative data gathered from those that are not currently using the service.	x
	Complaints monitoring against the protected characteristics	x
	Wider research reports and findings.	x
5.2. Are there any gaps in the data?	Yes <input checked="" type="checkbox"/> Please state the gaps: There is no data related to properties and their disposals against users protected characteristics. This work would have been done by the service who determined that the property was surplus to their requirements. No analysis has been undertaken concerning	No <input type="checkbox"/>

	<p>community asset transfers – as so few have been undertaken to date.</p> <p>How will the gaps be addressed going forward? Closer links with the services that can supply this detailed information. Records kept of any CATs that provide support for groups with protected characteristics.</p>	
6. DATA ANALYSIS		
<p>6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics.</p> <p>Key questions:</p> <p>v) Are certain groups currently underrepresented in service user figures?</p> <p>vi) How do satisfaction levels compare across the protected characteristic groups?</p>	Do not know	
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns.</p> <p>Key questions:</p> <p>ix) Do certain groups have a different service user experience?</p> <p>x) Have any areas for improvement been communicated by particular groups?</p> <p>xi) What are the reasons behind some groups not using the service?</p> <p>xii) What has consultation revealed about service user experience and the protected characteristics?</p>	Do not know	
7. EqIA RESULT		
<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The service does not require any equality improvements [Proceed to question 10]</p>	
	<p>Minor areas have been identified for equality improvement in the Service [Proceed to question 8]</p>	X
	<p>Significant areas are identified for equality improvement in the Service [Proceed to question 8]</p>	
8. AREAS for IMPROVEMENT		
<p>Please provide detail of weak or sensitive areas identified by the assessment that will require careful consideration for service improvement?</p>	<p>Property services will link more closely with services in the future to monitor the way that properties are determined to be surplus and therefore available for disposal. It will also monitor the recipients of</p>	

vii) Which protected characteristic groups are particularly affected? viii) Will people on low incomes be affected? ix) Will Welsh speakers be affected?	CATs to see if any meet the parameters of protected characteristics – for example elderly persons groups etc.	
9. EQUALITY IMPROVEMENT		
9.1 Having identified that improvements are required, how will these now be addressed in the Service? <i>I.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i>	These will be carried out once every two years i.e. biennially.	
9.2 Has this been included in the Service Improvement Plan?	Yes <input checked="" type="checkbox"/> Date added... 4 th February 2015 Reference.....	No <input type="checkbox"/> If no, please explain why not:
10. ONGOING MONITORING		
How will the service now be monitored on an ongoing basis to consider impact over time?		Please tick/shade
	Equality monitoring of uptake of the service	
	Satisfaction monitoring of service users (broken down by protected characteristic)	
	Recording and analysing complaints/requests/compliments	
	Targeted periodic focus groups/service user interviews/feedback sessions	
Other (please specify):	X as above	

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

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N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 33 – Reduction in Rights of Way Enforcement budget			
Savings line 34 – Reduction in Rights of Way Revenue Budget			
Proposal	The Countryside Service are required to make savings of £20k from its Rights of Way revenue maintenance budget and £20k from its enforcement budget, as set out in the MTFP.	Lead Person undertaking the assessment	Stuart Mackintosh
Service Area	Countryside Service	Relevant Head of Service who has agreed this assessment	Stuart Mackintosh
Date of Assessment	14 th December 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>(b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	To meet financial targets set out in the MTFP, originally set-out in 2012, as part of the 3 year plan.		
2. OBJECTIVES			
Please state the current business objectives of the	Financial reduction in budgets to meet countryside targets set in 2012.		

change proposal.		
3. BENEFITS and OUTCOMES		
i) What are the intended benefits or outcomes from the change proposal?	None	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	Unrelated	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	Yes
	Service user satisfaction rates, broken down by the protected characteristics.	Yes
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	
	Qualitative data gathered from those that are not currently using the service.	
	Complaints monitoring against the protected characteristics	
	Wider research reports and findings.	Yes
	Relevant service based Equality Impact Assessment	
5.2. Are there any gaps in the data? Yes <input type="checkbox"/> Please state the gaps: How will the gaps be addressed going forward?	No <input type="checkbox"/>	
6. DATA ANALYSIS		
6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire. Key questions: vii) Are certain groups currently underrepresented in service user figures? Will a change affect this? viii) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?	Considerable data was collected as part of the creation of the Rights of Way Improvement Plan, published in 2007. The Service has no reason to challenge to any change in user profile. User satisfaction levels show high levels of satisfaction. These are: - <i>"64% of respondents are satisfied with Local Rights of Way / Public Footpaths & Bridleways"</i>	
6.2 Qualitative Summarise the key qualitative data analysis,	The proposal does not seek to affect any protected characteristic group. The work is undertaken based largely upon customer	

<p>providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p> <p>Key questions:</p> <p>xiii) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xiv) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xv) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xvi) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>demand, which relates to individual rights of way across the county. The MTFP proposals will reduce the overall effectiveness of the Service to delivery quantity of paths opened or kept open, but will not directly or knowingly impact upon any specific group.</p> <p>Those with disabilities have a more limited access to the countryside, but this is due to ‘act of God’ in provision of geography rather than service provision. This will not be affected by the proposals.</p> <p>The Service is seeking to widen and grow its use of volunteers, to both support its aims to open and maintain paths but also to meet public demand to engage with volunteers for its own sake. This does not discriminate, with access subject to volunteer capabilities and geographic locations.</p> <p>Unknown</p> <p>No consultation. Work may diminish in scale but will not impact adversely upon any specific characteristic.</p>
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7. EqIA RESULT

<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	X
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	
	<p>The proposal presents significant impact on equality [Proceed to question 8]</p>	

8. AREAS for IMPROVEMENT

<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>x) Which protected characteristic groups are particularly affected?</p>	None
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xi) Will people on low incomes be affected?	No	
xii) Will Welsh speakers be affected?	no	
9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT		
9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i> vii) Can the impact be mitigated, and how will this be done? viii) Does the proposal require modification to reduce or remove this impact? ix) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?	 Work to widen role of volunteers is afoot to counter budget impacts No No	
9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan? Yes, in that development of volunteer management strategies for the future will be part of the SIP in 2015-16. Also, awaited is advisory guidance by Welsh Government to review the Rights of Way Improvement Plan.	Yes <input type="checkbox"/> Date added..... Reference.....	No <input type="checkbox"/> If no, please explain why not:
10. ONGOING MONITORING		
How will the decision now be monitored on an ongoing basis to consider its impact over time?		Please tick/shade
	Equality monitoring of uptake of the service within which the decision was made	
	Satisfaction monitoring of service users (broken down by protected characteristic)	Yes
	Recording and analysing complaints / requests / compliments	yes
	Targeted periodic focus groups / service user interviews / feedback sessions	Yes, through Powys' own Local Access Forum
	Other (please specify):	N/A

Equality Impact Assessment (EqIA) – Decision Assessment

Outdoor Recreation: Asset Transfer Sports Pavilions to Community / Establish Sports Associations to Maintain Pitches / Review of seasonal Maintenance

<p>Savings line 36 – Devolve Cricket/Bowling to community Savings line 38 – Asset Transfer Sports Pavilions to the Community Savings line 39 – Establish Sports Assocs to maintain pitches</p>			
Proposal	Devolving Outdoor Recreation Assets - Long Turf and Buildings - to the community Review seasonal maintenance and apply minimum specifications	Lead Person undertaking the assessment	Nina Davies Countryside Access Officer (Operational) Countryside Services
Service Area	Outdoor Recreation	Relevant Head of Service who has agreed this assessment	Stuart Mackintosh
Date of Assessment	28th January 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following 'general duty':</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	<p>To support the £40m County Council budget reductions targets for 2014-17.</p> <p>The Cabinet and Council have approved a programme of devolved transfer of Outdoor Recreation facilities to the community; this is reflected as financial targets in the MTFP approved in March 2012.</p> <p>Targets for 2014-15 include reduction in budget of £27,500 in reducing costs of seasonal maintenance; this is in addition to budget reductions in 2013-14 of £52,500. Plus £18,800 targeted against the cessation in annual maintenance/repairs to sports pitches. It is acknowledged that some very urgent repairs may need to take place prior/during handover, leaving a further £18,800</p>		

	<p>to be removed from budgets in 2015-16.</p> <p>The targets include devolving service buildings to the associated sports clubs or community/town councils by April 2015. The targets also include a reduction in grass cutting and other seasonal maintenance work / soft landscaping of all outdoor recreational areas, but with cessation of grass cutting by the Council on dedicated sports pitches from April 2014.</p> <p>In those areas that cannot be transferred, due to covenants or where dedicated as open recreation areas, grass cutting will be at minimum to provide public access only, and may be subject to zoning to allow wild areas to establish, following local consultation. Hedge cutting will be kept to a minimum and wherever possible flower beds will be replaced by grass or perennials/shrubs.</p> <p>Whilst some open recreation areas are difficult to transfer or withdraw from maintenance responsibility due to covenants and leases, there are real opportunities to transfer management arrangements to clubs, and in some cases, management could be taken on by clubs or sports associations.</p> <p>Where clubs or the community are unwilling/unable to take on outdoor recreation buildings and associated local environs from 2015, and where leases and covenants allow, the facility would be closed and declared as surplus assets, as the Service would no longer have the means to undertake repairs and pay on-going bills.</p>
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2. OBJECTIVES	
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<p>Please state the current business objectives of the change proposal.</p>	<p>Overall objectives – to pass the responsibility and liability for maintenance of outdoor recreation buildings and associated environs to the respective clubs or town/community councils; to also transfer sports pitches to clubs, sports associations or town/community councils; to work collectively with other Council services to pursue a minimum specification for grounds maintenance associated with outdoor recreation assets; to comply and exceed the MTFP targets 2013-2016.</p> <p>The work in seeking to devolve buildings and grounds management for sports pitches has been approved through the Leisure Transformation Board, following identification in the MTFP in 2013.</p> <p>Formal contact with all affected clubs and associated local town/community councils to indicate Council intent to seek hand-over with full maintenance of buildings and local environs to clubs.</p> <p>Seek formal meetings with clubs and inform local members.</p> <p>Pursue potential for self-management of both grounds and buildings with clubs, including provision of training and in reviewing self-management with other agencies, e.g. Football Assoc. Wales Trust have offered to meet relevant clubs and provide business and development support.</p> <p>Where clubs are willing to do so, to explore and support creation of local joint sports associations to facilitate self-management of both grounds and buildings.</p>
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	<p>To provide officer and external support for clubs in setting up associations or in understanding roles/responsibilities for buildings/grounds management. Support has also been offered by the Council's Regeneration manager.</p> <p>To continue to provide technical advice and support for clubs/associations in regards to turf and general maintenance.</p> <p>Where clubs or community are not willing to provide self-management of the assets and where leases and covenants allow, close the facility and declare as surplus asset.</p>
3. BENEFITS and OUTCOMES	
<p>i) What are the intended benefits or outcomes from the change proposal?</p>	<p>Meet challenging financial pressures.</p> <p>Devolved service buildings and grounds to the associated sports clubs or community/town councils. Also, an overall reduction in grass cutting and other seasonal grounds maintenance of sports pitches, and recreational areas.</p> <p>Communities will have the opportunity to use the assets for a range of activities and involve many user groups, not just those related to sport, e.g. day care, nurseries, conferencing and social events.</p> <p>That the Community take on responsibility for local community assets and are able to independently seek external development funds that might otherwise not be available to the local authority. Support in developing volunteer action is expected, and volunteer participation will be promoted.</p> <p>This project is predominantly pursuing the same model as was created in devolving cricket and bowling greens in 2013. Anecdotal feedback to officers is that this has been a large success with no club failures; also, no formal complaints have been received, further confirming that this approach can be successful.</p>
4. CORPORATE RELEVANCE	
<p>How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?</p>	<p>This directly contributes to Powys Change Plan activities:</p> <ul style="list-style-type: none"> • Devolve resources to communities to take over the management of facilities and services in their locality, giving ownership and control to local residents and helping to ensure sustainable services and amenities into the future. • Ensure future services and amenities are sustainable. <p>In the One Powys consultation, under Stronger Communities, it specifically sets out actions relating to this proposal, including:-</p> <ul style="list-style-type: none"> • Launch a large scale Volunteer Programme that encourages more people (including those who may be retired or work part-time) to volunteer and share their skills to help build capacity and make Powys communities stronger and more resilient. • To encourage shared ownership of community facilities and help support people who want to get involved in running services but lack the confidence and some of the skills required including drawing down grants, accessing and using information that is out there either online or via traditional routes. • To share and make better use of community run buildings so everyone benefits.

	<p>The proposals seek to pursue these aims, by putting decision making and shared ownership of community facilities in the hands of the community, which then decides the value of the assets and whether to pursue investment.</p> <p>Where clubs or communities take on full control, support and advice will be provided by Outdoor Recreation Officers, with support from the Regeneration manager with access to community regeneration fund, plus a new one-line advisory website.</p>
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5. DATA USED

5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	<input checked="" type="checkbox"/>
	Service user satisfaction rates, broken down by the protected characteristics.	
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	
	Qualitative data gathered from those that are not currently using the service.	
	Complaints monitoring against the protected characteristics	<input checked="" type="checkbox"/>
	Wider research reports and findings.	<input checked="" type="checkbox"/>
	Relevant service based Equality Impact Assessment	
5.2. Are there any gaps in the data?	<p>Yes <input checked="" type="checkbox"/></p> <p>Please state the gaps: Not all the clubs have returned data on their membership.</p> <p>How will the gaps be addressed going forward? If more information is returned it will be added to the Appendix. The data will be further collated as the project to devolve assets continues through the consultation and into implementation phase.</p>	<p>No <input type="checkbox"/></p>

6. DATA ANALYSIS

6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire. Key questions: ix) Are certain groups currently underrepresented in service	<p>Satisfaction Data</p> <p>The Residents Survey 2013 did not include specific questions relating to sports pavilions and the maintenance of pitches. However, one question asked about satisfaction with the maintenance of footpaths, grass and verges.</p> <p>The 'grass' reference in this question could be interpreted by respondents to relate to the maintenance of open areas, which is relevant to this proposal. Less than half of respondents (47%) are satisfied with the standard of footpath, grass and verge maintenance in their local area. This is down significantly on 2012 (70%), although last year the category did not include footpaths. From the data we can see that 49 of the respondents highlight the frequency of grass cutting as the reason for their 'very dissatisfied'</p>
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<p>user figures? Will a change affect this?</p> <p>x) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>rating.</p> <p>The Residents Survey includes information on local parks and playgrounds. Just 62% of respondents are satisfied with this service. In the 2012 report we discovered that 91% were satisfied with parks and open spaces. The most elderly residents are most likely to be satisfied with the parks and playgrounds service, at nearly 74%.</p> <p>Residents that have moved to Powys relatively recently are least satisfied, at just 52%. It is also notable that residents with children have a low satisfaction rating of just 53% (those most likely to need/use the playground service). The <i>quality and standards of parks</i> had both the highest number of ‘very satisfied’ and ‘very dissatisfied’ ratings.</p> <p>Community Engagement</p> <p>A total of 74% of respondents feel Powys is either ‘very good’ or ‘good’ in terms of its community spirit and sense of belonging with 36% regularly participating in local community events and activities. Just 22% say they never take part in these types of opportunities.</p> <p>Nearly 22% of respondents say that they regularly participate in voluntary work in their local community, similar to 2012. As in 2012, more than half, however, say they never undertake any voluntary activity. Levels of volunteering does not vary too much across Powys, with between 39% and 48% of respondents partaking in voluntary work.</p> <p>Club Memberships</p> <p>The clubs involved in this project have a mix of junior and senior teams. The data we have from clubs regarding their membership is included in Appendix 1. This data is not yet complete.</p> <p>Local knowledge of the clubs by the area officers however, does infer that members are mixed, as sports undertaken on sports pitches largely relate to football and rugby. However, in one case two side-by-side sports pitches are routinely used by junior football teams.</p>
<p>6.2 Qualitative</p> <p>Summarise the key qualitative data analysis, providing key themes or patterns.</p> <p>Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p>	<p>Geographic Distribution</p> <p>The clubs affected by this proposal are mainly in Brecknockshire and Radnorshire with only one in Montgomeryshire, namely Newtown and in this case, the land is considered public open space and minimum seasonal maintenance would apply if the local clubs were unable or unwilling to take over management, continuing to allow informal public access and community use.</p> <p>All other clubs in Montgomeryshire are not included as they are all already run by the local communities. In that respect this proposal</p>

<p>Key questions:</p> <p>xvii) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xviii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xix) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xx) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>would seek to reduce and remove the inequalities in provision that currently exist. The Service does not have access to any data which demonstrates that the 'Montgomeryshire model' is ineffective, and in fact the residents survey relating to parks and open spaces 2012 and Parks and play areas 2013, shows high levels of satisfaction in provision of such in the Montgomeryshire areas, as well as elsewhere.</p> <p>It is noted that 25 communities out of 47 in Montgomeryshire are known to receive grant support in managing their recreational or play facilities through their town/community councils. However, this is itself supported through the County Council's Concurrent Functions grant programme which applies only to Montgomeryshire. This will also be reviewed in due course, so as to create equity of support measures across the county.</p> <p>It is further noted that not all sports pitches or open public space is managed by the County Council, with Community Councils and private provision being common across most town and villages in Powys. This suggests that devolving management to local communities, and in provision of a minimum specification to keep grassed areas in an accessible condition, is not inconsistent with this other provision. This approach is also seeking to achieve equity of status and management with the wider range of privately managed provision across Powys.</p> <p>In seeking confirmation of levels of seasonal maintenance in recent years, the Council LE Service and external contractors, have both indicated that standards vary depending on seasonal conditions, and are typically around 9 cuts, which is the anticipated level of grass cutting to be pursued for open spaces and recreational public green spaces.</p> <p>Impact on different groups</p> <p>Devolving assets to the clubs or communities may have minimal impact on the membership of the clubs. If the clubs or communities chose to increase membership fees to cover the costs of any additional responsibilities, this may have a negative impact on those with a low income.</p> <p>However, as the clubs or communities could have access to grants and funding not available to the council, there is the potential for clubs to improve and increase sporting provision thus providing a better service for the local participants. Possible funded projects may be aimed at increasing participation for young people or the disabled for example, in which case the project could have a positive impact.</p>
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	<p>As club facilities are generally used no more than twice a week by the resident club, there is the opportunity for wider community benefit as a range of different user groups could use the facilities making their long-term future more sustainable. Possible commercial activities could also be explored by the community like farmers' markets, car boot sales and social events.</p> <p>If any club or community refused to take on these additional responsibilities then subject to legal covenants or lease conditions, etc. then the sports pitch or building may be closed. If this were to occur, that individual club would have a separate Equality Impact Assessment undertaken before a final decision was taken. Feedback on consultation will be provided as ongoing review on this project through the Leisure Transformation Board.</p> <p>In relation to hedge cutting and cessation in provision of flower beds and ornamental plantings, this is believed to have no directly adverse effect upon public access or service provision being a visual amenity only, subject to seasonal changes in any event.</p>	
7. EqIA RESULT		
Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.	The proposal does not present any adverse impact on equality. [Proceed to question 10]	
	The proposal presents some adverse impact on equality. [Proceed to question 8]	√
	The proposal presents significant impact on equality [Proceed to question 8]	
8. AREAS for IMPROVEMENT		
<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>xiii) Which protected characteristic groups are particularly affected?</p> <p>xiv) Will people on low incomes be affected?</p> <p>xv) Will Welsh speakers be affected?</p>	<p>As the assets are devolved to the club or community, they may choose to implement higher fees to cover the new responsibilities. These may have a negative impact on people with low incomes who may not be able to afford higher membership fees.</p> <p>To date, data collected on club membership (in relation to sports pitches and buildings) is incomplete. Data development is noted as necessary to fully understand the characteristics affected and is being pursued. Data held is in Appendix 1. Local knowledge by Outdoor Recreation officers suggests characteristics predominantly relate 18-45 as most activities relate to rugby and football. It is noted that in location, two side-by-side sports pitches is routinely used by junior football being part of a larger football club and acts as a feeder route into the club's adult play.</p> <p>In relation to those characteristics related to buildings supporting cricket and bowling, the EqIA for Devolving Cricket and Bowling to the community 2013, revealed detailed breakdown of users, which</p>	

	<p>are predominantly older age group, and under 45 age group for cricket.</p> <p>Users of other grassed open green recreational spaces (parks) is unknown, other than for the residents' survey. This shows satisfaction levels only, and does not specify whether their satisfaction relates to a county council managed property or not. It does show that satisfaction levels are broadly even across Powys, regardless of provider, with the exception of south-west Powys where satisfaction is lower, and provision mixed.</p> <p>Welsh speakers will not be more or less affected by this proposal than others. Some members, particularly in the south of the county are likely to be Welsh speakers. The proposal does not relate to provision or change in supply of written materials, or nature of any transactions.</p> <p>The proposals for devolving management of sports pitches and associated sports buildings do depend upon the engagement of the local community at large, either through town/community council support or through other sustainable forms of community intervention by the associated clubs.</p> <p>Feedback upon the proposals has been requested from clubs and town/community councils and will be analysed and incorporated within this assessment.</p>
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9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT

<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed?</p> <p><i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>x) Can the impact be mitigated, and how will this be done?</p> <p>xi) Does the proposal require modification to reduce or remove this impact?</p> <p>xii) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>	<p>Once assets are devolved to be the club or community they would have sole responsibility for setting fees, defining maintenance standards, etc. However, Outdoor Recreation Officers will be available to advise groups both through this process and into the future. Support will also be offered from Regeneration manager and associated specialist community website, plus PAVO and the relevant sporting bodies as and when required. This will help to mitigate any potential negative impact in transition phase and development of membership toward management competency.</p> <p>In the case of buildings, support and training will be provided in management of building fabric (e.g. any associated asbestos), water management (e.g. Legionella controls) and fire safety. Support in doing so will be procured from in-house advisors or brought in if unavailable.</p> <p>The proposals are of course dependent upon the willingness of the local club or community to directly support or take on management of their sports pavilions, pitches and other open areas.</p> <p>Clubs and communities who show a willingness to take on local</p>
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	<p>facilities will be supported to ensure the site or building is in good condition and equipment provided on a first come-first-serve basis, where resources allow, or through advisory support in making external grant bids.</p> <p>The proposal is valid and an appropriate response to severely reduced resources, it offers local communities the chance to dictate what local services they support. Outdoor Recreation staff would support the clubs and communities to make applications for grants and funding to support and improve their facilities in the future.</p>	
9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?	<p>Yes <input type="checkbox"/> x Included within the PCP through Leisure Transformation Programme Board</p> <p>Date added... 29/1/2014</p> <p>Reference..... NB/SM/ODR</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not:</p>
10. ONGOING MONITORING		
How will the decision now be monitored on an ongoing basis to consider its impact over time?		Please tick/shade
	Equality monitoring of uptake of the service within which the decision was made	
	Satisfaction monitoring of service users (broken down by protected characteristic)	
	Recording and analysing complaints/requests/compliments	√
	Targeted periodic focus groups/service user interviews/feedback sessions	
	Other (please specify):	

Appendix 1 Club Membership Data

Crickhowell Tennis Club	Data
1. Number of teams at your club?	1
2. Number of members/players in your club	128
3. How many members/players are under 11?	32
4. How many members/players are between the ages of 11-18?	46
5. How many members/players are over 65?	8
6. Are any members/players registered as disabled? If so, how many?	1 adult and 2 children
7. If you have any information about the ethnic origin of people at your club, could you please provide it here?	n/a
Crickhowell Cricket Club	Data
1. Number of teams at your club?	2
2. Number of members/players in your club?	42
3. How many members/players are under 11?	0
4. How many members/players are between the ages of 11-18?	12
5. How many members/players are over 65?	3
6. Are any members/players registered as disabled? If so, how many?	0
7. If you have any information about the ethnic origin of people at your club, could you please provide it here?	4 Asian
Hay Athletic Junior Football Club	Data
1. Number of teams at your club?	7
2. Number of members/players in your club?	90
3. How many members/players are under 11?	47
4. How many members/players are between the ages of 11-18?	43
5. How many members/players are over 65?	0
6. Are any members/players registered as disabled? If so, how many?	0
7. If you have any information about the ethnic origin of people at your club, could you please provide it here?	n/a
Ystradgynlais Rugby Football Club	Data
1. Number of teams at your club?	8
2. Number of members/players in your club?	218
3. How many members/players are under 11?	74
4. How many members/players are between the ages of 11-18?	81
5. How many members/players are over 65?	0
6. Are any members/players registered as disabled? If so, how many?	
7. If you have any information about the ethnic origin of people at your club, could you please provide it here?	n/a

**Equality Impact Assessment (EqIA) – Decision Assessment
Playground Policy 2014**

Savings line 37 – Lease / Asset Transfer Play areas to Community councils			
Proposal	To devolve the funding and hosting of new non-school playgrounds to the community; to seek direct community support in replacing and improving County Council held playgrounds.	Lead Person undertaking the assessment	Stuart Mackintosh
Service Area	Outdoor Recreation	Relevant Head of Service who has agreed this assessment	Same
Date of Assessment	22/1/2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	To meet the significant budget reductions targets of the authority, generated by decreased core funding from the Welsh Government.		
2. OBJECTIVES			
Please state the current business objectives of the change proposal.	<ol style="list-style-type: none"> 1) To pursue asset transfers/leases of outdoor (non-School) playgrounds to the community for those playgrounds currently directly managed by the Council. 2) To direct the funding of equipment & infrastructure to the community. 3) To place the responsibility for ownership and management of new facilities with the local community.] 		
3. BENEFITS and OUTCOMES			

i) What are the intended benefits or outcomes from the change proposal?	<p>That the Community take on responsibility for local community assets and are able to independently seek external funds that might otherwise not be available to the local authority.</p> <p>Other identical facilities are run throughout Powys by town/community councils and this is seeking to adopt this approach across the authority.</p>	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<p>In the One Plan, under Stronger Communities, it specifically sets out:</p> <p>Launch a large scale Volunteer Programme that encourages more people (including those who may be retired or work part-time) to volunteer and share their skills to help build capacity and make Powys communities stronger and more resilient.</p> <ul style="list-style-type: none"> • To develop an all age participation project using a mix of traditional and new channels - like social media - to increase the voice of Powys people. • To launch a shared partnership website (Council, Police, Health, Voluntary Sector) which allows Powys residents to give their views on consultations at the touch of a button rather than having to visit several different websites. • To encourage shared ownership of community facilities and help support people who want to get involved in running services but lack the confidence and some of the skills required including drawing down grants, accessing and using information that is out there either online or via traditional routes. • To learn from projects that have brought communities together and run them in other areas e.g. Planting fruit trees and vegetables on unused land for the whole community to enjoy in Machynlleth. • To share and make better use of community run buildings so everyone benefits. <p>The proposals seek to pursue these aims, by putting decision making and shared ownership of community facilities in the hands of the community, who then decide the value of the assets and whether to pursue investment.</p> <p>Where communities take on full control, investment in volunteers will be made to train and advise local people to monitor and manage the playgrounds, to ensure compliance with health and safety needs; also advice on equipment will be offered.</p>	
5. DATA USED		
<p>5.1. What data has been used to conduct this assessment?</p> <p>Tick/shade boxes as appropriate.</p> <p>Noted that data has been taken from the Powys County Council's annual Residents Satisfaction Survey 2013 and Young Persons Survey 2013, as summarised in Appendix 1 of this Assessment.</p>	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	Yes
	Service user satisfaction rates, broken down by the protected characteristics.	
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	Yes
	Qualitative data gathered from those that are not currently using the service.	
	Complaints monitoring against the protected characteristics	
	Wider research reports and findings.	
	Relevant service based Equality Impact Assessment	

<p>5.2. Are there any gaps in the data?</p>	<p>Yes x <input type="checkbox"/></p> <p>Please state the gaps: The data obtained is from the 2013 Residents Satisfaction Survey Report 2013, which provides a breakdown of respondents but does not distinguish user/non-user and provides set categories of personal data information. The data held is shown in Appendix 1.</p> <p>How will the gaps be addressed going forward? During 2013-14, alongside consultations with communities, the Service will ask the Communications team to include such a breakdown of age and sex in their research for the 2014 report. Limited on-site surveys may also be possible.</p>	<p>No <input type="checkbox"/></p>
<p>6. DATA ANALYSIS</p>		
<p>6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.</p> <p>Key questions:</p> <p>xi) Are certain groups currently underrepresented in service user figures? Will a change affect this?</p> <p>xii) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>See Appendix 1 which outlines data captured in 2013 research and which refers back to the previous 12 research for comparison. However, it is noted that the 2012 data considers parks and open spaces, whereas 2013 data considers parks and playgrounds. The data is very similar in public response however.</p> <p>Satisfaction levels are high, with aggregated satisfaction at 61.5%, though this does vary across Powys, with lowest figures being in the extreme south west (49%). Generally the figures suggest a broadly standard level of satisfaction across Powys, regardless of whether the County Council provide playground facilities or if they are provided by someone else.</p> <p>It is also noted that satisfaction rates fell considerably between the 2 surveys, dropping from 91% to 61.5% satisfaction rates. This cannot be explained, as nothing significant had changed between years. It is noted that overall most services had reported a reduced rating however within the report.</p> <p>The data also revealed that the standard/quality of Parks was a major reason for satisfaction at 59%, with those referencing dissatisfaction of number of parks (14%) just outweighing those who were satisfied (11%). Dissatisfaction of Dog Fouling (4%) also outweighed those who were satisfied (1%).</p> <p>Those aged over 65 were the most satisfied with current Powys-wide provision at 74%. Those with a disability were also very satisfied, at 65%, followed by young people (6-20 year olds) at 64%, then residents over 21 years at 61%. Satisfaction across all ages did not fall below 51.9%.</p> <p>The figures for Montgomeryshire suggest an equally high level of satisfaction, where the County Council service is almost absent, as compared to Brecon and Radnor, where</p>	

	the service is either dominant or shares playground provision with other town councils.	
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p> <p>Key questions:</p> <p>xxi) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xxii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xxiii) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xxiv) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>The data suggests that the majority of people are satisfied with the quality and standards (59%) and compared to those who said they were dissatisfied (19%).</p> <p>Those most likely to use the provision, those with children, scored a low satisfaction rating of just 53%, but it is not clear as to whether this relates to quality, quantity or location of facilities. It is also unknown whether their concerns relate to County Council or other provision, if this is a concern.</p> <p>Other than standards, play equipment and number of parks stood out as reasons for dissatisfaction at 17% and 14% respectively.</p> <p>The data suggests that independent management and provision is no better or worse than County Council provision. Satisfaction levels are high at 67%, though this does vary across Powys, with lowest figures being in the extreme south west (49%). Generally the figures suggest a broadly standard level of satisfaction across Powys, regardless of whether the County Council provide playground facilities or if they are provided by someone else. The data does not distinguish between PCC and other providers.</p> <p>The proposals to seek greater management and ownership of playgrounds by the community is not challenged as a premise by this data, but rather supported by it.</p> <p>The most elderly residents are most satisfied, at nearly 74%, with those having moved into Powys being least satisfied. It is however without comment as to why this is the case.</p>	
7. EqIA RESULT		
Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.	The proposal does not present any adverse impact on equality. [Proceed to question 10]	
	The proposal presents some adverse impact on equality. [Proceed to question 8]	x
	The proposal presents significant impact on equality [Proceed to question 8]	
8. AREAS for IMPROVEMENT		
Please provide detail of weak or sensitive areas of the proposal identified by the assessment.	Users of other non-county council recreational spaces (playgrounds and parks) is unknown, other than for the residents' survey. This shows satisfaction levels only, and does not specify whether	

<p>xvi) Which protected characteristic groups are particularly affected?</p> <p>xvii) Will people on low incomes be affected?</p> <p>xviii) Will Welsh speakers be affected?</p>	<p>their satisfaction relates to a county council managed property or not. It does however, show that satisfaction levels are broadly even across Powys, regardless of provider, with the exception of south-west Powys where satisfaction is lower, and where provision is mixed.</p> <p>The proposals do not directly change or remove service from citizens and therefore do not have any direct impact on low incomes. The proposals will be governed by the level of support at a community level, predominantly through the local councils rather than individual citizens.</p> <p>Welsh speakers will not be more or less affected by this proposal than others. The proposal does not relate to provision or change in supply of written materials or interaction with staff.</p> <p>The proposals for asset transfer depend upon the engagement of the local community at large, either through town/community council support or through other sustainable forms of community intervention e.g. housing association groups.</p> <p>The possible ultimate adverse impact this could have, is that this were local communities do not see investment in their local play areas as a priority, then investment in replacement or new infrastructure may not take place. This would lead to a decline and removal of equipment, and reduced or ceased grounds maintenance. Without community support, this could lead a potential direction of travel where facilities ultimately close in some locations.</p>
<p>9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT</p>	
<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed?</p> <p><i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>xiii) Can the impact be mitigated, and how will this be done?</p> <p>xiv) Does the proposal require modification to reduce or remove this impact?</p> <p>xv) Should the proposal be considered for removal,</p>	<p>Mitigation is built in, namely that the way forward will be governed by local strength of view. Where communities wish to support, extend or renew play facilities, they will be able and supported to do so, preferably through asset transfer of land to the tow/community council.</p> <p>The proposals do not seek to close or remove services or facilities but place a clear emphasis upon the community to consider their local priorities in supporting playgrounds or not in their locality.</p>

<p>owing to the degree of impact it is likely to have?</p>	<p>The proposal does not require further modification, as mitigation and direction will rest with local communities.</p> <p>The problematic area rests where local community representatives and bodies do not wish to support the retention or improvement of local facilities, which may lead to removal and closure of such where repairs are anything other than minor in nature. If this is the case, a specific equality impact assessment on a closure will be conducted, and with consultation involving the local community in the vicinity of a closure to ascertain the specific impact this may have and to consider possible options for mitigation.</p> <p>The proposals also contain opportunities for communities to review and amalgamate resources in fewer but better resourced facilities, but through local community ownership and management.</p> <p>Feedback upon the proposals will be sought following approval of the principles with town/community councils and will be analysed and incorporated within this assessment.</p> <p>In cases where land is transferred to local councils or others, then safeguards will be included in leases or transfers to safeguard the free public amenity nature of the land, and that it should not be sold or transferred without County Council approval or reversion.</p> <p>Further, where a site may be otherwise disposed of, public consultation will be undertaken and a separate EqIA completed prior to any decision being taken.</p>	
<p>9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?</p>	<p>Yes <input type="checkbox"/> X</p> <p>Date addedApril 2014 Reference..... R&L SIP 2014-15</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not</p>
<p>10. ONGOING MONITORING</p>		
<p>How will the decision now be monitored on an ongoing basis to consider its impact over time?</p>	<p>Equality monitoring of uptake of the service within which the decision was made</p>	<p>Please tick/shade</p>

	Satisfaction monitoring of service users (broken down by protected characteristic)	
	Recording and analysing complaints/requests/compliments	x
	Targeted periodic focus groups/service user interviews/feedback sessions	
	Other (please specify): Through annual Residents Survey	X

Powys County Council

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council's Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 44 – Library Service Review			
Proposal	PROPOSAL TO REDUCE LIBRARY OPENING HOURS BY 20%	Lead Person undertaking the assessment	Kay Thomas
Service Area	Cultural Services Leisure and Recreation	Relevant Head of Service who has agreed this assessment	Stuart Mackintosh
Date of Assessment	22 Sept 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following 'general duty':</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	This Equalities Impact Statement accompanies the proposals to maintain branch libraries in each of the main towns across Powys, but to reduce opening hours by 20% each week in order to deliver budgetary savings, and to seek to maximise use of premises locally for greatest benefit and efficiency. The aim is to ensure that a sustainable future is provided for the library service, which takes into account both the efficiencies identified for the service in the Medium Term Financial Plan and the Council's statutory duties in relation to libraries.		

2. OBJECTIVES		
Please state the current business objectives of the change proposal.	<p>The objectives are to:</p> <ul style="list-style-type: none"> • Ensure a sustainable future for the library service • Contribute to the delivery of the One Powys Plan • Achieve savings of £350,000 in 2015/16 (MTFP) • Continue to meet the Council’s statutory duty under section 7 of the Public Libraries and Museums Act, 1964, to provide a “comprehensive and efficient library service for all persons desiring to make use thereof”, and to strive to achieve the best possible performance in the Welsh Public Library Standards • Encourage effective partnership working by working with local communities and organisations, to look at shared premises/alterative use of premises, to maximise benefit and minimise cost 	
3. BENEFITS and OUTCOMES		
i) What are the intended benefits or outcomes from the change proposal?	To ensure that the residents of Powys are provided with a sustainable and equitable library service across the county.	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<p>The Library Service directly contributes to the following priorities in the One Powys Plan 2014-17:</p> <ul style="list-style-type: none"> • Stronger, safer and economically viable communities – libraries bring people together in Powys so they feel that they matter, belong and can contribute to their community • Integrated health and adult social care – older people are helped to lead fulfilled lives within their communities, carers and families have a safe place to go, and receive support, mental health and wellbeing is boosted, contributing to “Powys citizens are supported and empowered to lead active and healthier lives • Transforming learning and skills – resources and facilities which help children and young people, and their families, to achieve their potential • Financially balanced and fit for purpose public services – library services are commissioned to provide a face-to-face gateway to wider PCC services through the library+ project, and also work in partnership and co-location with many other services, both statutory and voluntary sector 	
5. DATA USED		
5.1. What data has been used to conduct this assessment?	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	√
Tick/shade boxes as appropriate.	Service user satisfaction rates, broken down by the protected characteristics.	√
	Qualitative data (analysed against the protected characteristics) which provides evidence about	√

	current services users experience accessing the service.	
	Qualitative data gathered from those that are not currently using the service.	X
	Complaints monitoring against the protected characteristics	√
	Wider research reports and findings.	√
	Relevant service based Equality Impact Assessment	√
5.2. Are there any gaps in the data?	<p>Yes</p> <p>Please state the gaps: More detailed consultation with non-users of our libraries should be carried out regarding present and future deliver options.</p> <p>How will the gaps be addressed going forward? It will be necessary to work with other departments and agencies to reach non-users of the library service</p>	No <input type="checkbox"/>
6. DATA ANALYSIS		
<p>6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.</p> <p>Key questions:</p> <p>i) Are certain groups currently underrepresented in service user figures? Will a change affect this?</p> <p>ii) How do satisfaction levels compare across the protected characteristic</p>	<p>Data is taken from the CIPFA public library user survey, adults 2012 and children and young people 2014.</p> <p><u>Adult survey results (respondents from all libraries, including mobiles):</u></p> <p>This survey took place for 1 week in branch libraries, 2 weeks on mobile libraries, in Oct 2012.</p> <p>Statistical results around the library service provision:</p> <p>83% of adults found current opening hours to be good or very good 99% found customer care to be good or very good 56% accessed the library by private transport, 38% on foot, and 4% by public transport 70% visited to borrow books, with 82% of those finding the choice of books good or very good 25% visited to use the computers, with 87% of those finding computer facilities good or very good</p>	

<p>groups? How will a change affect this?</p>	<p>5% used the Wi-Fi for their own equipment 28% visited to find information, with 90% of those finding information provision good or very good</p> <p>Overall, 96% find their library to be good or very good. 76% of respondents have been using the branch libraries for more than 3 years.</p> <p>The library has helped adults most in the following areas: Health and wellbeing – 39% Meeting people – 26% Study and learning – 60% Getting online – 37% Retirement – 28% Job seeking /job information – 24% Family and relationships – 18% Financial/consumer information – 12%</p> <p>Adult user profile by characteristics, across all libraries, including mobiles:</p> <ol style="list-style-type: none"> 1. Age – 6% under 25 years, 21% between 26-44 years, 37% between 45-64 years, 22% between 65-74 years, 14% 75 years or over 2. Employment status – 45% retired, 37% employed/self-employed, 6% looking after home and family, 5% unemployed, 3% long-term sick, and 3% students 3. Disability – 71% none/not applicable, 13% mobility problems, 10% hearing, 5% dexterity, 5% mental health issues, 3% eyesight, 2% learning disability, 3% other 4. Ethnic group – 95% English/Welsh/Scottish/Northern Irish/British, 1% Irish, 3% any other white background. 99% white, 1% mixed, 1% Asian <p><u>Children’s CIPFA Public Library Survey results, 2014, across all branches and mobile libraries:</u> This survey was conducted for a 2 week period in Feb/March 2014. 100% gave their overall satisfaction level as 6 or above, out of 10. Children and Young People’s user profile, by characteristics: Age – 52% 0-7 years, 32% 7-11 years, 16% 11-16 years Ethnicity – 94% white, 3% mixed, 1% Asian, 1% other</p> <p><u>GIS data analysis</u> Overall, across Powys, 58% of the population is registered with the library service. Not all members use their nearest branch or mobile stop e.g. for 78.3% of those registered at</p>
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	<p>Brecon library, it is their nearest branch. However, for 5.9% of Brecon members, Crickhowell is actually their nearest branch, and 10.6% of Brecon members live nearer to Talgarth library. This usage pattern reflects work/education travel, together with the longer hours and bigger facilities at a larger library.</p> <p><u>Analysis of current usage patterns</u></p> <p>Current usage patterns show that the busiest period for branch library usage is in the morning, between 10am and 1pm. Anecdotal evidence suggests that most older library users and parents with very young children prefer to visit in the morning.</p> <p>Another peak in usage then occurs around the end of school, between 3.00-4.00pm, as children go home. The period of lowest usage is between 6.00 – 7.00pm. Anecdotal evidence suggests that there are few people visiting in this period who have not been in earlier in the day, or are unable to visit at other times, but there may be a minority (primarily working people) for whom this is the only time that they can reach the library.</p>
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal. Key questions:</p> <ul style="list-style-type: none"> i) Do certain groups have a different service user experience? How will a change affect this? ii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views? iii) What are the reasons behind some groups not using the service? How will a change affect this position? iv) What has consultation on your proposals revealed about impact on the protected characteristics? 	<p>A public consultation exercise has been carried out from July 10th- September 19th 2014, to ascertain views on the most acceptable way to restructure the library service delivery in order to achieve budgetary savings as required under the council’s MTFP, yet provide as good as service to all communities as possible. The outcome of this consultation was 71% in favour of Option A, 20% reduction in branch library opening times, and mobile library visits every 4 weeks instead of fortnightly. The majority view was that this option represents the least impact, in that no service points are being withdrawn, with all current services and facilities remaining available for all groups, albeit for a more limited number of hours per week.</p> <p>Results cross referenced by protected characteristics – to be inserted once available</p> <p>Proposals for revised opening hours will be determined in consultation with branch librarians for local knowledge, and through analysis of library usage patterns in terms of peak times for physical visits, loans of books from the libraries, and computer usage.</p>
<p>7. EqIA RESULT</p>	
<p>Based on an analysis of the available</p>	<p>The proposal does not present any adverse impact on</p>

qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.	equality. [Proceed to question 10]	
	The proposal presents some adverse impact on equality. [Proceed to question 8]	√
	The proposal presents significant impact on equality [Proceed to question 8]	
8. AREAS for IMPROVEMENT		
Please provide detail of weak or sensitive areas of the proposal identified by the assessment. i) Which protected characteristic groups are particularly affected? ii) Will people on low incomes be affected? iii) Will Welsh speakers be affected?	i) There is no particular impact on service availability towards customers with any of the protected characteristics, as each library will continue to be open for a varied pattern of opening hours across the week. However, whatever revised pattern of hours is agreed, there will inevitably be someone for whom these hours are unsuitable. It is proposed to monitor the revised opening hours by complaints, and to review the situation after one year, with amendments made as required. ii) No particular impact iii) No particular impact	
9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT		
9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i> i) Can the impact be mitigated, and how will this be done? ii) Does the proposal require modification to reduce or remove this impact? iii) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?	It is not possible to modify or remove the proposal and make the required budget efficiencies. Looking at reducing library hours which attract the least use is already a mitigation. Revised hours and timetables will need to be monitored and reviewed after 1 year's operation, cross referenced against complaints and comments regarding them, with a view to further revision if necessary.	
9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?	Yes Date added 10.10.14 Reference L&R – Obj 03	No <input type="checkbox"/> If no, please explain why not:
10. ONGOING MONITORING		
How will the decision now be monitored on an ongoing basis to consider its impact over time?	Equality monitoring of uptake of the service within which the decision was made	Please tick/shade √

	Satisfaction monitoring of service users (broken down by protected characteristic)	√
	Recording and analysing complaints/requests/compliments	√
	Targeted periodic focus groups/service user interviews/feedback sessions	√
	Other (please specify):	

Powys County Council

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council's Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 44 – Library Service Review			
Proposal	PROPOSAL TO CLOSE ELEVEN LIBRARIES IN POWYS	Lead Person undertaking the assessment	Catherine Richards
Service Area	Cultural Services Leisure and Recreation	Relevant Head of Service who has agreed this assessment	Stuart Mackintosh
Date of Assessment	29 January 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following 'general duty':</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	<p>This Equalities Impact Statement accompanies the proposals to close eleven libraries in Powys, leaving 6 branches across the county. In order to mitigate the impact two options will be explored further:</p> <ol style="list-style-type: none"> 1. Community Management of a number of branches 2. Expansion of the library mobile service <p>The aim is to ensure that a sustainable future is provided for the library service, which takes into account both the efficiencies identified for the service in the Medium Term Financial Plan and the Council's statutory duties in relation to libraries.</p>		

2. OBJECTIVES	
Please state the current business objectives of the change proposal.	<p>The objectives are to:</p> <ul style="list-style-type: none"> • Ensure a sustainable future for the library service • Contribute to the delivery of the Powys Change Plan and the Powys One Plan • Achieve savings of £350,000 in 2015/16 (MTFP) • Continue to meet the Council’s statutory duty under section 7 of the Public Libraries and Museums Act, 1964, to provide a “comprehensive and efficient library service for all persons desiring to make use thereof”. • Encourage effective partnership working by working with local communities, and responding to customer needs
3. BENEFITS and OUTCOMES	
i) What are the intended benefits or outcomes from the change proposal?	To ensure that the residents of Powys are provided with a sustainable and equitable library service across the county.
4. CORPORATE RELEVANCE	
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<p>The Library Service directly contributes to a number of the One Powys Plan outcomes, in particular, the following:-</p> <p>Stronger communities: Bringing people together in Powys so they feel that they matter and belong in their community.</p> <p>Community Safety: For communities in Powys to be protected from crime and disorder and to feel safe and secure in the place that they live</p> <p>Education: All pupils in Powys are supported to achieve their full potential including those with additional learning needs</p> <p>Training & jobs for young people: More young people in Powys would be either in full-time education, gainful employment or employment related training within the county</p> <p>Internet access: Promoting the advantages of using internet access to help residents, communities and business access the support they need and provide competitive advantage for businesses</p> <p>Long term conditions: Citizens with long term conditions are supported and empowered to manage their condition and live fulfilled lives</p> <p>Older people: Older people will be supported to maintain fulfilled lives within stronger communities</p> <p>Healthy lifestyles: Powys citizens will be encouraged to lead active and healthier lives</p> <p>Mental health & wellbeing: Powys citizens will lead fuller and longer lives, be resilient, have good health and be more able to fully participate and contribute to their communities</p> <p>The Library Service has a number of key responsibilities in contributing to the Powys Change Plan and the service objectives relate to two of the Improvement Objectives – Learning and Community and Council.</p>

5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	√
	Service user satisfaction rates, broken down by the protected characteristics.	√
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	√
	Qualitative data gathered from those that are not currently using the service.	√
	Complaints monitoring against the protected characteristics	√
	Wider research reports and findings.	√
	Relevant service based Equality Impact Assessment	√
5.2. Are there any gaps in the data?	Yes √ Please state the gaps: More detailed consultation with users and non-users of our libraries will be necessary regarding present and future deliver options. How will the gaps be addressed going forward? Powys Library Service plans a more detailed consultation with residents across Powys. A survey will be undertaken over an 8-10 week period throughout the Spring. The main consultative groups will include: <ul style="list-style-type: none"> • Current Library users • The wider general public, including potential library users • Elected members • Town and Community Councillors • Current and prospective partner organisations • Representatives from protected characteristic groups • Library staff 	No <input type="checkbox"/>
6. DATA ANALYSIS		
6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing	<u>Powys Library Service</u> The Library Service aims to provide a comprehensive and efficient service to meet the needs of the people of Powys, through the provision of equal and unbiased access to knowledge, information and ideas. Its main aims are:-	

provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.

Key questions:

- xiii) Are certain groups currently underrepresented in service user figures? Will a change affect this?
- xiv) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?

- to promote reading and a literacy culture
- to support formal learning
- to be a resource for all who are engaged in informal learning
- to deliver free access to information for individuals and groups
- to ensure equality of access to ICT resources

How are library services provided?

- branch libraries – 17 across the county, in all major towns
- mobile libraries – 4 cover the more rural areas
- Children’s Bookrunner mobile libraries – reach all children 4-11 years
- Schools Library Service – supports education through curriculum loans

What is provided through our libraries?

- Free membership to anyone who lives, works or is educated in Powys
- Books, DVDs and audio books for loan
- Request service for items not immediately available
- Magazines and newspapers to read
- Computers to use in the library, including Wi-Fi access in some
- 24 hour online library – search catalogue, make requests, use up-to-date reference materials, borrow e-books
- Local studies collections
- Access to council services in some libraries – e.g. card payments, recycling bags, parking permits

How well are library services used?

731,500 items were borrowed in 2012-13, 67,500 computer hours were used on the people’s network computers within libraries, and around 35,000 members actively borrowed physical items. Physical visits to libraries stood at 620,000.

Satisfaction with the library Service

In the last user surveys, 96% of adults and 99% of children rated services as good or very good.

The Welsh Public Library Standards (WPLS) 2012/13

The authority’s performance against the Welsh Public Library Standards has been assessed as follows. The

	<p>authority:</p> <ul style="list-style-type: none">• Is achieving 7 of the 9 Welsh Public Library Standards, one more than in 2011-12.• In WPLS 1 (service points and access to them) provision remains the same and is satisfactory, and in relation to WPLS 2 (services to users with special needs) the authority continues to offer a suitable range of services and facilities for users with particular needs; the contribution of the mobile library service to these achievements is very significant.• With completion of its programme of Wi-Fi installation, the authority is now meeting the requirements of WPLS 4 (ICT provision) in full. This is well-managed development and progress.• In WPLS 5 (acquisitions) the performance remains very satisfactory, with an improved performance against the targets set compared to 2011-12. Performances have also improved in WPLS 7 (delivery of requests to users), and bearing in mind the very rural nature of the authority and the challenges that presents to logistical management, together with the increased demand from users, the approach to meeting this Standard has been commendable.• The staffing situation within the authority's library service meets the targets set within WPLS 8 (staffing), but it is noted that there are times when the service has difficulty in providing adequate cover for sickness and other staff absences, which suggest that there are some operational difficulties. This is a matter that could usefully be considered by the review process during its deliberations.• The authority also continues to meet the space and other requirements of WPLS 9 (buildings and space).• Is partly achieving the remaining 2 Standards.• The authority was meeting the requirements of WPLS 3 (opening hours and delivering scheduled services) in 2011-12, but difficulties caused by the mechanical state of one of the mobile vehicles and providing staffing cover, affected overall achievements against this Standard during 2012-13. The staffing issue appears to have been addressed, and once the vehicle issue is resolved this Standard should be achieved in full again in 2013-14. Although opening hours remained
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unchanged in 2012-13, it is noted that they, together with mobile library timetables, will be scrutinised by the review.

- Most of the requirements of WPLS 6 (annual expenditure on acquisitions) are met at a very satisfactory level, but the target for expenditure on books and materials for adults is missed by some distance. It is noted that the library service has calculated the cost of bringing the performance up to the required level set by the Standard, and that this is to be considered as part of the current review. The experience of other library authorities in Wales that have addressed a very similar issue, is that sustained incremental increases in the budget, even of a very modest kind, can have the necessary effect and impact, and this approach should be considered as one of the options under the review.

It would appear that achieving at least one further Standard is possible provided planned action is implemented before March 2014. Should the authority be able to resolve the issues relating to expenditure on books and materials for adults, then it is not impossible for the authority to achieve the requirements of all the Welsh Public Library Standards by March 2014. That would be a very commendable achievement, but some important decisions and actions are necessary in the meantime to enable the authority to achieve such a performance.

For the purpose of comparing performance with that of other Welsh public library authorities, the average number of Standards being met by all authorities in 2012-13 was 6, the highest number achieved was 8, and the lowest 3. Powys's performance is therefore above average when compared with others in Wales.

The Welsh Public Library Performance Indicators (WPLPI)

The Framework also asked library authorities to report against 8 Performance Indicators; many of these are comparable with figures reported under the third framework (2008-11), and it is therefore possible for authorities to identify certain trends in service performances.

The following table lists the authority's reported performances alongside Welsh average performances. The authority should reflect on these comparisons, and on the

assessors' comments below, in its scrutiny of service performances.

Performances against WPLPI 2, which requires surveys to be undertaken during the course of the Framework, will be fully considered in the final year. Although the authority is still to complete its programme of user surveys, results obtained thus far are at a very satisfactory level.

WPLPI		Authority Performance	Welsh Average
1	Use (physical / virtual visits, attendance at events) of service (per 1,000 population)	6612	5754
3	% take-up of public access PCs	36.45%	40.14%
4	Annual issues (per 1,000 population)	5471	4516
5	% of total authority library expenditure spent on the purchase of library stock	11%	13.16%
6	% of total authority revenue expenditure spent on the public library service	0.54%	0.91%
7	% total authority capital allocations spent on public library facilities	0.37%	0.42%
8	Net expenditure on public library provision (per 1,000 population)	£17220	£16176

It is clear from the information and explanations provided in respect of most of the performances against each of the Indicators, that service managers have a very sound grasp and understanding of the factors and influences that govern the performances achieved in 2012-13. There are a number of sustained and improved performances with only very few that have declined.

Issues have fallen (WPLPI 4), but not in all of the authority's service points and facilities, whereas visitor numbers are higher (WPLPI 1), particularly virtual visitors using the ICT resources provided by the authority. However, the use of

ICT generally (WPLPI 3) has fallen slightly. It is reported that the use of the extended Wi-Fi provision is very high and when specific data is available it should provide an interesting analysis of changing use patterns. Providing Wi-Fi facilities is normally accompanied by a slight fall in the use of more traditional facilities.

There is less certainty in relation to explaining the fall in the percentage of total authority revenue expended on providing a library service (WPLPI 6), especially as the net annual expenditure on public library provision reported in WPLPI 8 shows an increase. The Library Service should seek to analyse this situation and provide an explanation should the data show the same outcomes in the next Annual Return in 2014.

Concluding remarks

In summary, sustaining levels of investment in the service has enabled the authority to maintain and improve its performances in respect of the Fourth Assessment Framework during 2012-13, and as noted above, provided the planned action is taken in areas where improvements are necessary, it could be in a position to meet most, if not all, of the Standards by March 2014.

Adult PLUS User Survey

Equalities data from the 2012 Adult PLUS User Survey for Powys libraries gives us a general profile for all adult library users:

- 26% were aged over 65 years old.
- 96% were heterosexual
- 83% were white; 8% Asian; 6% Black; 2% mixed; 1% other
- 77% of adult library users considered themselves as not having a disability
- 57% were Christian; 29% have no religion; 6% were Muslim; 2% Hindu; 1% Buddhist; 1% Jewish; 1% Sikh; 4% other religion

Powys Residents Satisfaction Survey Report 2013

In the Residents survey satisfaction with the library service is reported at 83%. In particular, nine in ten of the county's most elderly residents are satisfied with the library service. Respondents that were very dissatisfied with the library service were asked to provide further details, but the only ones that were mentioned are locations (two respondents)

and opening hours (three)

Residents Views on the Council's Statement of Intent

Library question (q14) 54% of respondents would prefer to see a reduction in the number of libraries so that the mobile library service could be kept and re-organised.

Powys Budget Consultation 2013

The questionnaire outlined that the Council is required to provide a library service, but is looking at the best way to do this. Two models were presented: maintain all 17 libraries, but cut the mobile service; or reduce libraries and reorganise the mobile service. Views were split, with just more than six in ten respondents (62%) stating that their preference would be to reduce the number of fixed libraries and reorganise the mobile service. The more elderly residents held a slightly different view, with a slight majority (53%) preferring to cut the mobile service (this is based on a small sample size though).

Powys Young Persons Survey Report 2013

In the Young Persons Survey library users are represented by the following age groups;

11- 14 = 69%

15-16 = 40%

17-18 = 44%

19-25 = 36%

In this survey around 50% of young persons in Powys rate libraries as very good or excellent.

Powys Mobile Library Survey July 2013

In 2012-13, there were 3148 members registered with the mobile libraries, of which 1700 are currently active members. 71% of those surveyed said that they do not use a branch library as well. These members borrowed 86,224 items in 2012-13 (14% of the library service's total loans.) 91% of members surveyed stated that they use the service every 2 weeks. However not all members were surveyed.

GIS Data Analysis

58% of the Powys population appears to be registered with a library (based on registered members, not active members).

Not all members use their nearest branch. For example for 78.3% of those registered at Brecon library it is also their closest library by road zone. However for 5.9% of Brecon

	<p>library members Crickhowell is actually their nearest branch; whilst for 10.6% of Brecon library members, Talgarth is their nearest branch.</p>
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p> <p>Key questions:</p> <p>xxv) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xxvi) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xxvii) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xxviii) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>The proposal is to close eleven libraries in Powys, leaving six branches across the county.</p> <p>Currently, across Wales library services are facing up to significant changes with a number of authorities having indicated that some libraries may face reduction in opening hours, alternative forms of delivery or closure as a result of budget pressures. Powys County Council is no different in this regard and there is a clear need to address the issues now.</p> <p>Closure of branch libraries presents concerns for some groups that fall within the protected characteristics, including the very young, the elderly population and those with disabilities, essentially those that rely on local access within the community. These groups may be adversely affected by service changes. Libraries are viewed as safe, public places within the community, a place that enhances the community through its range of services and the role that library staff play.</p> <p>Be it through user surveys, interacting with library visitors, library staff experience and the consultation process it is evident that users use the library for a multitude of reasons: A place to go online and access the internet to communicate with families, learn, do the grocery shopping or engage in local democracy; A place to visit as a family to take advantage of story times, socialise with other families and children, a place for support and a place to develop early literacy skills with families reading together. In addition the library is seen as a safe place for children to go after school and during school holidays. On top of this of course is the access to reading for free for children, vital in their development, not only through school but beyond into adulthood. A number of national surveys have drawn attention to the correlation between access to books and reading, educational attainment and social progress.</p> <p>Users with disabilities or those recovering from significant surgery will be affected by the removal of their local library service. With access being of prime concern the loss of the community service will be acutely felt. Again the more remote communities will be most affected for it will not</p>

	<p>always be possible to access other library venues due to limited public transport. Presently libraries have a number of services available for users with disabilities, particularly for those with a visual impairment. Borrowing of large print and audio books remains relatively high and user friendly ICT facilities are available. These are services that tend to be solely available through libraries and not elsewhere within the community.</p> <p>Drawing upon anecdotal evidence libraries offer a place for migrants to be able to access ICT to help look for employment, to communicate online with friends and family in their own language and to help search for training opportunities. Furthermore the wealth of reading material aids the development of English language skills where needed for both adults and children.</p> <p>As mentioned above, further consultation is planned, and the feedback received will inform decisions on the most appropriate alternative delivery models for each area affected.</p>
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7. EqIA RESULT

<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	√
	<p>The proposal presents significant impact on equality [Proceed to question 8]</p>	

8. AREAS for IMPROVEMENT

<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>xix) Which protected characteristic groups are particularly affected?</p> <p>xx) Will people on low incomes be affected?</p> <p>xxi) Will Welsh speakers be affected?</p>	<p>i) The assessment indicates that the protected characteristics groups particularly affected will include very young, the elderly population and those with disabilities. Concerns regarding these groups will central in the process of developing alternative models of service provision.</p> <p>ii) There may be an impact on people on low incomes, particularly in relation to transport. There will be an obvious anxiety amongst the public that their community will become more isolated and excluded as a result of the local library closing. There will be some who think that they are being denied access to services</p>
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	<p>which, in their opinion, they see as being more and more centralised on the principal towns. In some communities public transport access is not as good; added to that the cost and access issues it becomes evident why there are such concerns.</p> <p>iii) With regard to the Welsh language the Service remains committed to ensuring that where there is a desire to interact in Welsh, the Service will do all it can to fulfil this obligation. As for any community led libraries that are established the Library Service will clearly state the importance of Welsh in the hope that in those Welsh speaking areas there will be more opportunities for users to interact in Welsh than there at present.</p>	
9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT		
<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed?</p> <p><i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>xvi) Can the impact be mitigated, and how will this be done?</p> <p>xvii) Does the proposal require modification to reduce or remove this impact?</p> <p>xviii) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>	<p>Mitigation in terms of impact will be to investigate:</p> <ol style="list-style-type: none"> 1. Community Management of a number of libraries 2. Expansion of the library mobile service <p>More consultation and discussion needs to be undertaken with regards to community led libraries. The exact impact upon all equality issues is as yet not clear. However, the Service will ensure, through training, that voluntary run libraries are fully aware of equality issues when delivering the service. This will require regular monitoring.</p> <p>Providing alternatives to service provision that will continue to serve, and in some cases may enhance access in the event of the library closing.</p> <p>Adapting the present mobile library schedule to allocate more stops and time to communities where the branch library is withdrawn.</p>	
<p>9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?</p>	<p>Yes <input checked="" type="checkbox"/></p> <p>Date added.....</p> <p>Reference.....</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not:</p>
10. ONGOING MONITORING		
<p>How will the decision now be monitored on an ongoing basis to consider its impact over time?</p>	<p></p> <p>Equality monitoring of uptake of the service within which the decision was made</p> <p>Satisfaction monitoring of service users (broken down by protected</p>	<p>Please tick/shade</p> <p>√</p> <p>√</p>

	characteristic)	
	Recording and analysing complaints/requests/compliments	√
	Targeted periodic focus groups/service user interviews/feedback sessions	√
	Other (please specify): Monitoring and review of SLAs with Community Groups who may take over the management of a library	√

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 54 – Close the Meals on Wheels service			
Proposal	To cease meals on wheels service	Lead Person undertaking the assessment	Jen Jeffreys/Joy Garfitt
Service Area	Adult Social Care	Relevant Head of Service who has agreed this assessment	Joy Garfitt
Date of Assessment	28 th Jan 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>(b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	To close the current meals on wheels service (MOW)		
2. OBJECTIVES			
Please state the current business objectives of the change proposal.	The MOW service is currently inequitable in its delivery throughout the county. In the North the service is available for 2 days a week and in contrast it is available in the South up to 5 days a week. In some localities there is no MOW service. The current service is supplied by the day centres in the main with some meals being supplied via schools and BUPA homes		
3. BENEFITS and OUTCOMES			
i) What are the intended benefits	Benefits- More choice and control for alternative meal provision for customers.		

or outcomes from the change proposal?	Reduction in cost for the county council. More equitable provision.	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	People in Powys live a healthy and independent lifestyle. People in Powys can easily access the services they need.	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	5.4% of current service users receive MOW; 123 people are 85+; 53 people are aged 75-84; 18 people are aged 65-74; 11 people are under 65; 11 people are Welsh nationality.
	Service user satisfaction rates, broken down by the protected characteristics.	This was completed in March 2012, the findings of which were collated in June 2012.
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	
	Qualitative data gathered from those that are not currently using the service.	None currently available
	Complaints monitoring against the protected characteristics	No complaints directly in relation to this service
	Wider research reports and findings.	x
	Relevant service based Equality Impact Assessment	x
5.2. Are there any gaps in the data?	Yes x <input type="checkbox"/> Please state the gaps: Specific data needs to be collected at referral stage in relation to protected characteristics. How will the gaps be addressed going forward? Senior management decision to agree a way forward for future data collection	No <input type="checkbox"/>
6. DATA ANALYSIS		
6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision	Nutritional needs in older people in particular are recognised as being important in relation to maintaining independence. The reablement service will ensure that individuals are able to maximise their independence. However, the most vulnerable older people, who will require a range of support to ensure	

<p>and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.</p> <p>Key questions:</p> <p>xv) Are certain groups currently underrepresented in service user figures? Will a change affect this?</p> <p>xvi) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>their nutritional and personal care needs are met will be supported through domiciliary care.</p> <p>There needs to be an element of choice in relation to how people's needs are met in relation to their nutrition. Therefore a range of service options needs to be discussed on an individual basis in order to ensure a person centred approach.</p> <p>As this service is currently inequitable and varies throughout the county, the assumption is that certain groups could well be unrepresented. However, it is recognised that the majority of people receiving this service are older people with a disability.</p> <p>There are limited options for specialised dietary needs, diabetic being an example, however, choice of meal is limited as the individual has the meal which is being prepared by the supplier of this meal, e.g. day centre.</p>	
<p>6.2 Qualitative</p> <p>Summarise the key qualitative data analysis, providing key themes or patterns.</p> <p>Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p> <p>Key questions:</p> <p>xxix) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xxx) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xxxi) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xxxii) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>The proposal would be to offer choice on an individual basis to a range of service solutions which could provide a choice and range of meals for the individual to consider. Examples of this could be Wiltshire farm foods, local cafes or luncheon clubs.</p> <p>Yes as the service is currently inequitable then certain individuals do not have this service available to them.</p> <p>Yes a survey was carried out in 2012 obtaining the views of the current service users in relation to the MOW service and its cost.</p> <p>By ceasing the current MOW service and individually engaging with the service users, a more favourable outcome can be achieved in relation to an equitable meal provision.</p> <p>As above</p>	
<p>7. EqIA RESULT</p>		
<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	x
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	

	The proposal presents significant impact on equality [Proceed to question 8]	
8. AREAS for IMPROVEMENT		
<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>xxii) Which protected characteristic groups are particularly affected?</p> <p>xxiii) Will people on low incomes be affected?</p> <p>xxiv) Will Welsh speakers be affected?</p>		
9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT		
<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>xix) Can the impact be mitigated, and how will this be done?</p> <p>xx) Does the proposal require modification to reduce or remove this impact?</p> <p>xxi) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>		
<p>9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?</p>	<p>Yes <input type="checkbox"/></p> <p>Date added.....</p> <p>Reference.....</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not:</p>
10. ONGOING MONITORING		
<p>How will the decision now be monitored on an ongoing basis to consider its impact over time?</p>		Please tick/shade
	Equality monitoring of uptake of the service within which the decision was made	
	Satisfaction monitoring of service users (broken down by protected characteristic)	x
	Recording and analysing complaints/requests/compliments	x
	Targeted periodic focus groups/service user interviews/feedback sessions	
	Other (please specify): monitoring of the impact following Reablement intervention	x

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 56 – Implement Fairer Care Policy			
Savings line 57 – Cease to provide services to Moderate Service Users			
Proposal	To consult on the proposed changes to Council policy to increase eligibility criteria thresholds, introduce a funding cap on home support and withdrawal of cleaning services for all new referrals.	Lead Person undertaking the assessment	Dawn Docherty
Service Area	People Directorate - Adult Social Care	Relevant Head of Service who has agreed this assessment	Joy Garfitt
Date of Assessment	30 January 2014		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>(b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	<ul style="list-style-type: none"> • Raising eligibility criteria from moderate to substantial and critical needs only. This will ensure more equitable provision for all new service users who require support with the Council in the future. • Removing cleaning calls within domiciliary care services. This is not considered a statutory provision for adult social care. 		

	<ul style="list-style-type: none"> Capping domiciliary care support at the nursing care rate of £510 per week. This will ensure financial sustainability to meet current and future demand as well as promote Direct Payments to enable choice and control for service users and families. 	
2. OBJECTIVES		
Please state the current business objectives of the change proposal.	To ensure services are sustainable and affordable to support independent living and meet the essential assessed needs of our most vulnerable adults in Powys in line with demographic projections.	
3. BENEFITS and OUTCOMES		
i) What are the intended benefits or outcomes from the change proposal?	<ul style="list-style-type: none"> Targeting access to adult social care funded support for people with substantial and critical needs only Meeting essential not desirable needs Ensuring the workforce of both the Council and commissioned providers can meet projected demand Embedding Reablement as a preventative service to promote independence and reduce dependency on statutory services Ensuring services are person centred and outcomes based to support long term and complex conditions Promoting prevention, early intervention and community support networks in line with localism 	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<ul style="list-style-type: none"> People in Powys live in supportive, sharing and self-reliant communities.(Change Plan) Statement of Intent for Adult Social Care (Draft Jan 14) Statement of Intent for Delivery of Integrated Health and Social Care Services for People in Powys (Draft Jan 14) 	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics	✓
	Service user satisfaction rates, broken down by the protected characteristics	✓
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	✓
	Qualitative data gathered from those that are not currently using the service	
	Complaints monitoring against the protected characteristics	✓
	Wider research reports and findings	✓
	Relevant service based Equality Impact Assessment	
5.2. Are there any gaps in the data?	Yes <input type="checkbox"/> ✓ Please state the gaps:	No <input type="checkbox"/>

	<p>The impact on family carers needs further analysis. The impact on people with Disabilities will require further analysis in line with work ongoing regarding Extra Care and Supported Tenancies</p> <p>How will the gaps be addressed going forward?</p> <p>There will be further detailed analysis and consultation</p>	
6. DATA ANALYSIS		
<p>6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.</p> <p>Key questions:</p> <p>xvii) Are certain groups currently underrepresented in service user figures? Will a change affect this?</p> <p>xviii) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>Powys has almost 9% more over 65s than the average within its peer local authority grouping and almost 14% more over 85s. In the next 3 years Powys will see an 11% growth in over 65s with the largest increase of 20% in those aged 70 – 74 years. In the next 17 years Powys will see a 53% growth in over 65s with a doubling of the over 80s population and by 2021 the number of people with dementia in Powys is projected to rise by 44%. This growth in the elderly population increasingly outpaces the Welsh average.</p> <p>There are small numbers of historical domiciliary care packages which provide cleaning services to existing clients. The Council will need to revise policy and withdraw this service for all new clients and consider phasing out for existing clients where risks are not evident.</p> <p>Home care packages are currently increasing by 5.7% annually and £15.90 is the average external home care hourly rate. This is contributing significantly to the Council’s overspend and is not sustainable or affordable to support vulnerable Powys residents in the future.</p> <p>Over 4,000 residents are supported by adult social care of which 187 are assessed at moderate need and are in receipt of services.</p> <p>Powys Carers have 2,008 registered carers of which 482 are young carers. The Council is below the Welsh average (58.2%) in assessing and providing support to carers (34.8%) and supporting Carers remains a priority for the Council.</p>	
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p> <p>Key questions:</p> <p>xxxiii) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xxxiv) Have any areas for improvement been communicated by particular groups? Will</p>	<p>Surveys undertaken for Reablement and in house domiciliary care provision have reflected high levels of customer satisfaction.</p> <p>Within a nine month period 400 clients have completed Reablement support plans, of which 253 (63.3%) now require no further services and an additional 83 service users now have a reduced level of care.</p> <p>The largest customer base is Older People and the majority of open cases are assessed as substantial and critical needs.</p> <p>It is likely that people with physical frailty and sensory loss (of which 75% of current open cases are aged over 65 years with moderate needs) will have their future needs met primarily through Reablement intervention, equipment and assistive technology which enables self-reliance and minimises</p>	

<p>a change have an impact upon these views?</p> <p>xxxv) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xxxvi) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>dependency.</p> <p>It is not expected that there will be an increase in residential care placements by introducing the cap on domiciliary care support however some service users and families may pursue this option.</p> <p>These proposals require ongoing consultation with all stakeholders.</p>
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7. EqIA RESULT

<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	✓
	<p>The proposal presents significant impact on equality [Proceed to question 8]</p>	

8. AREAS for IMPROVEMENT

<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>xxv) Which protected characteristic groups are particularly affected?</p> <p>xxvi) Will people on low incomes be affected?</p> <p>xxvii) Will Welsh speakers be affected?</p>	<p>Adults with long term conditions may be affected financially by introducing the cap on home care support however this should be mitigated against through Direct Payments, assistive technology and a wider range of community initiatives and transformation of services.</p> <p>People on low incomes should not be adversely affected however this depends on future Welfare Reforms and the Council’s financial assessment requirements to access services.</p> <p>Adult social care strives to ensure the requirements for Welsh speakers are met.</p>
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9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT

<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed?</p> <p><i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>xxii) Can the impact be mitigated, and how will this be done?</p> <p>xxiii) Does the proposal require modification to reduce or remove this impact?</p> <p>xxiv) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>	<p>By raising the eligibility criteria to substantial and critical levels of need the Council will need to ensure that prevention and early intervention strategies are in place in partnership with Health, Housing and the Third Sector :-</p> <ul style="list-style-type: none"> • Advice, information and signposting through the Single Point of Access • Advocacy provision • Neighbourhood/community coproduction and localism • Reablement assessment capacity as an intake service • Housing related support via Supporting People • Community Equipment and Assistive Technology
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	<p>innovations</p> <ul style="list-style-type: none"> • Timely Adaptations • Wellbeing agenda and public health initiatives <p>There will be less reliance on traditional social care services and a steer towards local community led service developments to support neighbours with lower levels of need.</p> <p>Care managers will support people to creatively plan their individual care and access direct payments if that is their preferred choice.</p> <p>The Council will ensure assessed needs are met through a range of services and Direct Payments is one option to provide choice and control for service users who meet substantial and critical eligibility thresholds.</p>	
9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?	<p>Yes <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>Date added: proposed March 14</p> <p>Reference: ASC Service Improvement Plan</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not:</p>
10. ONGOING MONITORING		
How will the decision now be monitored on an ongoing basis to consider its impact over time?		Please tick/shade
	Equality monitoring of uptake of the service within which the decision was made	✓
	Satisfaction monitoring of service users (broken down by protected characteristic)	✓
	Recording and analysing complaints/requests/compliments	✓
	Targeted periodic focus groups/service user interviews/feedback sessions	✓
	Other (please specify):	

Equality Impact Assessment (EqIA) – Decision Assessment reporting template

This EqIA reporting template is designed to assist in the analysis of gathered data and evidence, to determine the equality impact of a proposal to change existing practices of a Council service. Once complete, the template should be made fully accessible to the public e.g. inclusion with publicly available Cabinet reports and/or publication on the Powys County Council website. For confidential matters, this should be made available once a decision has been taken.

N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process if you require advice to conduct an assessment.

Savings line 59 – Charge Learning Disability (LD) Respite under ‘Charging for Residential Accommodation Guide’ (CRAG)			
Proposal	To undertake remodelling of the short stay respite service for people with learning disabilities in Powys including the closure of one service, rewriting of the service specification and retender of the service contract. Also to include the reassessment of the service users under CRAG	Lead Person undertaking the assessment	Deborah Webster (With information regarding CRAG financial assessment from David Morris)
Service Area	Adult Social Care	Relevant Head of Service who has agreed this assessment	Joy Garfitt
Date of Assessment	January 2015		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the change proposal being assessed.	The purpose of the proposal is to explore the impact of remodelling the short stay respite service on the protected characteristics of the client group. The service is for people		

	<p>with learning disabilities in Powys and is delivered in 4 separate houses across the county; 1 in Montgomeryshire, 1 in Radnorshire and 2 in Brecknockshire. The remodelling of the service will include the closure of one house in Ystradgynlais, rewriting of the service specification and retender of the service contract whilst ensuring what we are doing meets the requirements of the equality act and protected characteristics.</p> <p>The decision to close the service in Ystradgynlais was made by the cabinet in March 2014 as part of a raft of measures that the council publically consulted on in February 2014. The impact of closing a house in Ystradgynlais will be minimised by transferring the service to another house in Brecon because there are two services currently in the Brecknockshire area.</p> <p>The number of service users regularly using the respite service in Ystradgynlais has varied between 8 and 10 service users per year in the last 3 years; as such the closure will affect the smallest number of people attending a single respite service. The closure will affect the families of clients living in the Ystradgynlais area as they will have to travel on 25 average miles further for the service. No client will have their service stopped as a result of the closure or remodelling of the service.</p> <p>Charge Learning Disability (LD) Respite under 'Charging for Residential Accommodation Guide' (CRAG) – Financial assessment of all clients respite; service users are currently asked to pay the provider a standing charge of £9 per night. Assessing service users under the CRAG guidelines will have a mixed impact on individuals meaning some will pay more and some will pay less according to their financial circumstances and what they can afford. This action will bring the service in line with other Council run services who already operate under CRAG.</p>
<p>2. OBJECTIVES</p>	
<p>Please state the current business objectives of the change proposal.</p>	<ul style="list-style-type: none"> • To ensure services are spread equitably across the county and meet the needs and aspirations of the service users • To deliver the cabinet decision (March 2014) to close one respite service in an area that has two • To allow the Council to meet its obligations to council standing orders and EU regulation. • To ensure that the council is commissioning services which represent value for money • To ensure that the council is charging for services on a fair and equitable basis
<p>3. BENEFITS and OUTCOMES</p>	
<p>i) What are the intended benefits or outcomes from</p>	<ul style="list-style-type: none"> • Improved and more equitable service across the county;

the change proposal?	<ul style="list-style-type: none"> • Review of all of the support plans and levels of service delivery for service users; • Meeting the EU procurement regulations and standing order requirements; • Ensuring that the councils is gaining value for money; • Ensure fair and equitable charging. 	
4. CORPORATE RELEVANCE		
How does this change proposal relate to the Powys Change Plan and/or Powys One Plan?	<p>Within the Powys change plan we set out the values guiding our work. This project is very much linked to those values via the following:</p> <p>Accessibility- ensuring that people with learning disabilities have full access to their communities by commissioning equitable support across the county;</p> <p>Openness- Procuring the services that we are commission through the sell 2 wales portal with a clear decision making process that is robust and objective and involving service users and families in consultation and service design;</p> <p>Respect- Commissioning services that specify that we expect our service users to be supported in ways that show them respect and protect their dignity and consulting them on service specification;</p> <p>Focus- Commissioning services that are demonstrably concentrated on gaining a good quality service for a fair price;</p> <p>Engagement- Through engagement with service users, parents, carers and advocates shaping the tender process to ensure we are addressing the issues that are important to our customers and that they have the opportunity to share their views and be listened to;</p> <p>Learning- Commissioning services on a cycle which allows us to learn from our customers experiences and improve the system every time that we do it;</p> <p>Trust- Working together with our customers and partners through change to show them that we are happy to engage with them, that we listen to what they have to say and respond to it.</p>	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	x
	Service user satisfaction rates	
	Quantitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	x
	Qualitative data gathered from those that are not currently using the service	
	Complaints monitoring against the protected	x

	characteristics	
	Wider research reports and findings	x
	Relevant service based Equality Impact Assessment	x
5.2. Are there any gaps in the data?	<p>Yes ✓</p> <p>Please state the gaps: A range of data is collected regarding service users This included: age, gender, religion, race, disability and Welsh language preference. However data is not routinely collected around: sexuality and marital status.</p> <p>How will the gaps be addressed going forward? We will develop improved data collection criteria and monitoring which inform the authority how well a provider is meeting the needs of the citizen against all protected characteristics.</p>	No <input type="checkbox"/>
6. DATA ANALYSIS		
<p>6.1 Quantitative</p> <p>Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire.</p> <p>Key questions:</p> <p>xix) Are certain groups currently underrepresented in service user figures? Will a change affect this?</p> <p>xx) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?</p>	<p>Fairer charging data cross referenced with DRAIG Data- Analysis of the fairer charging data the council holds has allowed us to profile our service users within supported tenancies giving us information against a number of the protected characteristics (Appendix B). The data informs us of the following statistics:</p> <p>Age</p> <ul style="list-style-type: none"> • 92% of the tenants are aged between 18-64 • 4% are aged between 65-74 • 4% are aged between 75-84 <p>In 2011 the percentage of the population in Wales within the 18-64 bracket nationally there is a total percentage of 71% of the population which is lower than the 92% within this specific service user profile. This is explained however by considering that the respite service is typically used by younger peoples living with their parents who require a break from their families.</p> <p>The impact of a service closure in Ystradgynlais will be minimised by transferring the service to another house in Brecon. The number of service users regularly using the respite service in Ystradgynlais has varied between 8 and 10 service users per year in the last 3 years.</p> <p>Disability All clients (100%) have a disability due to the specific purpose of the service. This is significantly higher than the national average (11.9%) The statistics published by Daffodil show that</p>	

2.45% of the population in Wales have a learning disability, and on average 14% have a limiting physical disability. This service however is specifically designed to meet the needs of people with disabilities and will therefore always have a 100% disability profile due to this being an eligibility criteria.

Race

- 75% of clients identified themselves as white British;
- 2% as English;
- 18% as Welsh;
- 1.9% Caribbean;
- 1.9% unspecified.

The national household census 2011 indicates a black and minority ethnic group percentage in general households as 3% in Wales so there is a slightly lower representation within this client group. This is however reflective of local population in the area. In the statistic presented in 'Powys 1' from the 2011 census an estimated 1.6% of Powys residents identified themselves as from a non-white background.

Religion

- 20% of clients are Church of England;
- 4% Church of Wales;
- 2% Roman Catholic;
- 4% Baptist;
- 25% have no religion;
- 41% did not record a religion;
- 2% have unspecified religion.

The 2001 Census indicates that Christianity is the most common religion (60%) however the national figures do not break this down any further. The national figures evidence that 37% of citizens did not specify a religion whereas 41% of this client group did not specify.

Within the contract for the respite service there is a requirement for providers to ensure that they meet the needs of individuals. Through the service specification providers are required to work with the service users and their chosen and professional representatives to ascertain their choices, preferences and needs. The placement process is based on working to the assessed needs of the service users. This includes the requirement to support them in all of their life choices during their stay, including their choice of religion. As such the remodelling and retender process would not have an impact on people's choices in these areas. Services are allocated to people according to their eligible need. As such the service is designed to meet the requirements for people with a learning disability and is not preferential in any other

	<p>way.</p> <p>Welsh Language <i>41% of clients prefer to be addressed in English, and 4% prefer Welsh. 47% of clients are recorded as not having communication skills</i></p> <p>According to the 2011 census, 19% of people living in Wales can speak Welsh. The highest percentage of these being of school age. Within the client group 4% are recorded as able to speak Welsh with a further 4% not indicating a choice.</p> <p>The high percentage of people recorded as not having communication skills is reflective of the fact that people with a learning disability may not be able to gain skills in two languages or may not communicate verbally at all.</p> <p>It is therefore not anticipated that the proposed tender will have a disproportionate impact on clients who prefer to speak Welsh or use Welsh as their first language.</p> <p>Marriage/ civil partnership We do not systematically record marriage/ civil partnership of clients living in supported tenancies.</p> <p>Anecdotal evidence reports that very few people with learning disabilities who attend these services (less than 1%) get married or have permanent relationships. Census data from the Welsh Government census 2011 (Characteristics of households in Wales) indicates that a third of the population are either married or in civil partnerships. It is therefore not anticipated that the proposals will have a disproportionate impact on married people or people in civil partnerships.</p> <p>Sexuality and Gender reassignment We do not systematically record the sexual orientation, or gender reassignment of clients living in supported tenancies. However, in regards sexual orientation due to the nature of learning disability it is difficult to communicate, record and accurately analyse this data.</p> <p>In summary, the proposals are not anticipated to have a disproportionate impact on service users with any specific protected characteristic.</p>
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal.</p>	<p>Intro, number of responses, analysis, key themes, Qualitative data regarding the quality of the services was collected at service user engagement events in 2012. Events were held in 4 venues across the county to discuss the quality and characteristics of the service</p> <p>Information collected at these events facilitated by Powys People First was general and therefore whilst it may not be possible to review responses against protected characteristics, a number of very clear and widely shared messages can be</p>

<p>Key questions:</p> <p>xxxvii) Do certain groups have a different service user experience? How will a change affect this?</p> <p>xxxviii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views?</p> <p>xxxix) What are the reasons behind some groups not using the service? How will a change affect this position?</p> <p>xl) What has consultation on your proposals revealed about impact on the protected characteristics?</p>	<p>taken from the data to ensure no disproportionate impact is made across the people with learning disabilities supported by the service. These messages include:</p> <p>In February 2014 a number of public consultation events were held across the county regarding proposed cuts to all services. There was very little public response at this time to the proposal to closing the respite house in Ystradgynlais prior to the cabinet making the final decisions on service cuts and closures at the budget meeting in March 2014. However some information regarding comments from one individual was recorded at this time.</p> <p>To mitigate against the potential for disruption, the tender has will be designed through the requirement to TUPE staff to the new provider. The implementation of a comprehensive monitoring process following the retender of the service will ensure that we are getting more regular feedback than has previously been the case so we can continue to improve services.</p>	
7. EqIA RESULT		
<p>Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.</p>	<p>The proposal does not present any adverse impact on equality. [Proceed to question 10]</p>	
	<p>The proposal presents some adverse impact on equality. [Proceed to question 8]</p>	x
	<p>The proposal presents significant impact on equality [Proceed to question 8]</p>	
8. AREAS for IMPROVEMENT		
<p>Please provide detail of weak or sensitive areas of the proposal identified by the assessment.</p> <p>xxviii) Which protected characteristic groups are particularly affected?</p> <p>xxix) Will people on low incomes be affected?</p> <p>xxx) Will Welsh speakers be affected?</p>	<p>In regards the protected characteristics the eligibility criteria for the service is based purely on disability there is no way to positively discriminate to change this balance.</p> <p>Analysis does not indicate that other protected characteristics will be affected. However, the analysis does highlight a risk that individuals currently supporting service users may change in some instances depending on award of contracts. Work will be undertaken with providers to minimise this risk, with as many staff as possible continuing to support existing clients.</p> <p>The impact on the client will depend on the individual and their level of income.</p> <p>Rules for charging using CRAG mean we will take a client's full income, less £25 personal allowance less any home commitment expenses allowable in CRAG. People on low incomes will not be adversely affected by the change to charging policy however people on higher incomes may have</p>	

	<p>to pay more for the service. At present all service users regardless of income pay £9 per night for the service, charging under CRAG will means test people's ability to pay. For example:</p> <p>Mr Lewis a client who regularly uses the short stay house: Income is £119 per week, he also gets DLA which is fully disregarded for respite £119 less £25 = £94 He lives with his parents & contributes £20 per week for water, gas, house insurance, electric etc. so we allow for that = £74 so the clients contribution will be £10.57 per night. Mr Lewis also gets £40 worth of Community based services (charged under Fairer Charging policy) which we do not charge him for because of the outcome of his means assessment.</p>
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9. EQUALITY IMPROVEMENT/MITIGATION OF IMPACT

<p>9.1 Having identified problematic aspects to the proposal, how will this now be addressed? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups, Welsh Speakers, people on low incomes, to assist you in this process?</i></p> <p>xxv) Can the impact be mitigated, and how will this be done? xxvi) Does the proposal require modification to reduce or remove this impact? xxvii) Should the proposal be considered for removal, owing to the degree of impact it is likely to have?</p>	<p>Data Gaps - There are gaps in the recording of some protected characteristics. Whilst all clients have a disability due to the specific purpose of the service we do not have a record of the sexual orientation, gender reassignment or marriage/ civil partnership of these clients.</p> <p>Due to the nature of learning disability it is difficult to communicate, record and accurately analyse this data however in future questionnaires we can collect the data that is available and record the number of clients who are unable or do not wish to submit this information.</p>
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<p>9.2 Will the management of the impact as outlined in 9.1, be included in the Service Improvement Plan?</p>	<p>Yes <input checked="" type="checkbox"/></p> <p>Date added.....</p> <p>Reference.....</p>	<p>No <input type="checkbox"/></p> <p>If no, please explain why not:</p>
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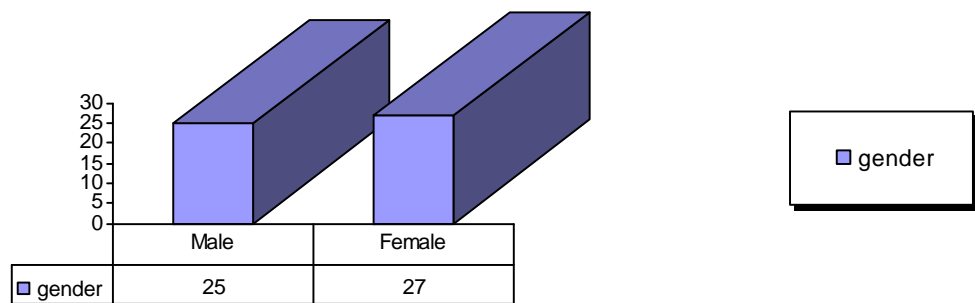
10. ONGOING MONITORING

<p>How will the decision now be monitored on an ongoing basis to consider its impact over time?</p>		<p>Please tick/shade</p>
	Equality monitoring of uptake of the service within which the decision was made	✓
	Satisfaction monitoring of service users (broken down by protected characteristic)	✓
	Recording and analysing complaints/requests/compliments	✓
	Targeted periodic focus groups/service user interviews/feedback sessions	✓
	Other (please specify):	

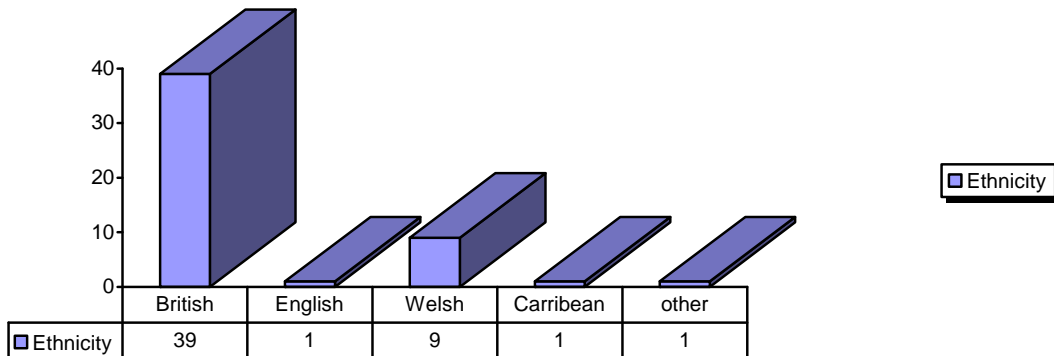
Data analysis

Use of information from DRAIG (the Council's Care Management system) and fairer charging has allowed us to use the following data for this Equality Impact Assessment however client information regarding respite users is only available in Montgomeryshire and Radnorshire; no data has been collected in Brecknockshire so the following information represents 2/3 of the clients who use the service.

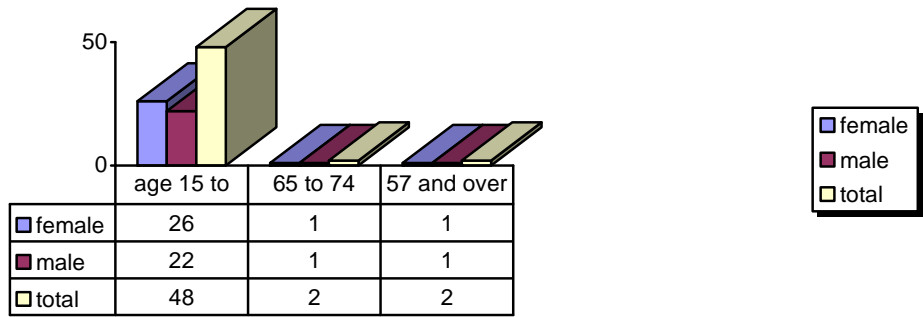
Gender



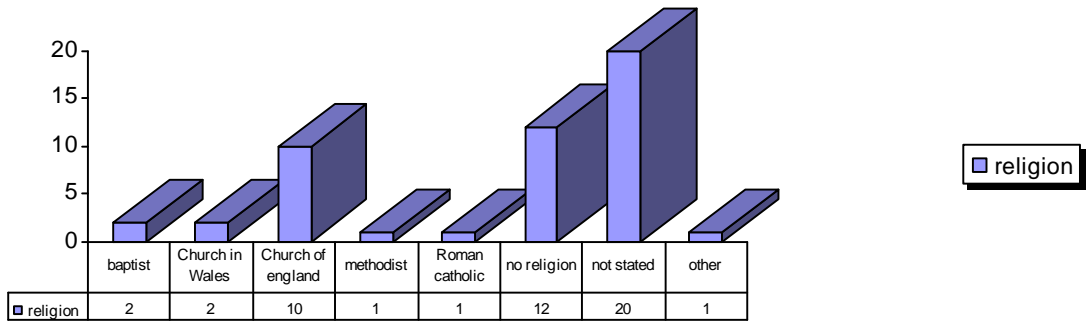
Ethnicity



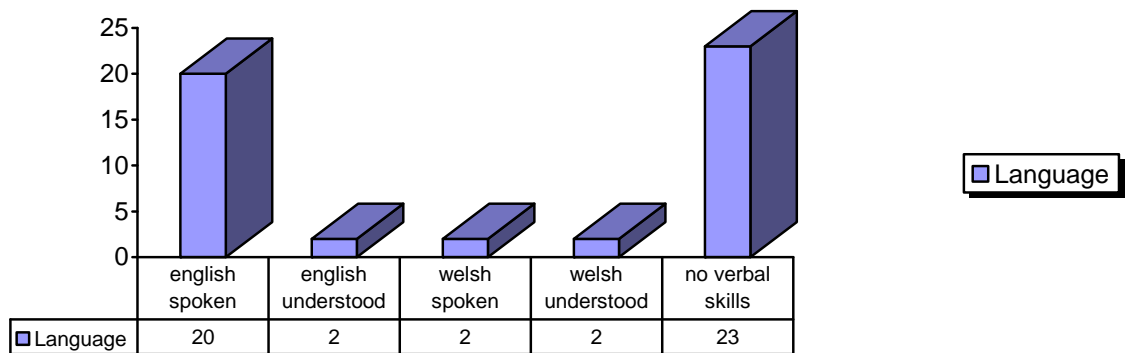
Age



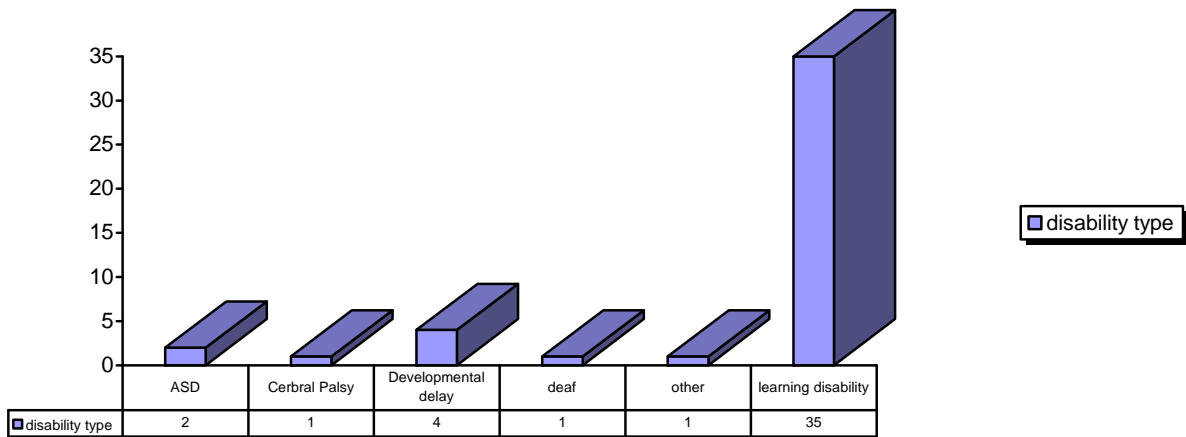
Religion



Language



Disability



Equality Impact Assessment (EqIA) – Decision Assessment reporting template

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N.B. Please contact the Council’s Organisational Development Officer (Equalities) early on in the process, if you require advice completing an assessment.

Savings line 67 – Transfer service delivery to Library Service in remaining towns			
Proposal	Face to Face Transformation – Phase 2, by transferring Customer Service Face-to-Face, First Point of Contact (FPC) to the Libraries, or alternative building/service in the remaining towns in Powys.	Lead Person undertaking the assessment	Allen Hart
Service Area	Customer Services	Relevant Head of Service who has agreed this assessment	Director Change & Governance
Date of Assessment	25.11.2013		
<p>The Equality Act 2010, requires that public sector organisations in the exercise of their functions, pay due regard to the following ‘general duty’:</p> <p>(a) Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p><i>The protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage and civil partnership, sex and sexual orientation. This assessment also includes a consideration of impact upon people and communities whose language of choice is Welsh.</i></p> <p>The specific regulations for Wales [Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011] require public sector bodies to monitor relevant policy and practises and then assess and report on the impact based upon an analysis of relevant data and evidence.</p>			
1. AIM or PURPOSE			
Briefly describe the aim or purpose of the proposal being assessed.	<p>Customer services have been targeted with achieving a total of £626k budget efficiency savings by 2016, and we are therefore looking at how we can deliver services in more ‘cost effective’ and efficient ways as part of a commissioning council.</p> <p>The F2F Transformation project would deliver estimated £100k efficiency to Customer Services and £50k will be given by budget transfer to Libraries to</p>		

	<p>deliver the service, with minimal impact to our Citizens.</p> <p>Phase 1 of the project commenced in financial year 11/12, whereby the services being delivered by Customer Services in our Customer Service Points, in our smaller towns, were transferred to our Library staff for service delivery.</p> <p>Access to certain services for those most vulnerable, for example Benefits, will continue to be delivered by Customer Services through a network of surgeries at various locations, as they are now. There is also an opportunity to increase access to these services using Microsoft Lync (similar to Skype) going forward, to cover towns that do not currently receive this service.</p>	
2. OBJECTIVES		
Please state the current business objectives of this project	<ul style="list-style-type: none"> To deliver services in a more 'cost effective' and consistent manner across Powys To commission the Library and/or Leisure Service to deliver Customer Services across the remaining towns currently not providing the service, i.e. Machynlleth, Welshpool, Newtown, Rhayader, Llandrindod Wells & Brecon. To release £100k efficiencies for Customer services and transfer £50k to Libraries for service delivery To increase opening hours for access to Council Services i.e. Libraries are open one late night a week, and every Saturday morning To support the Library Service through further sustainability 	
3. BENEFITS and OUTCOMES		
<p>iii) Who is intended to benefit from this service? Who are the main stakeholders?</p> <p>ii) What are the intended outcomes for them?</p> <p>iii) How are the outcomes measured?</p>	<ul style="list-style-type: none"> PCC internal services Local Members Citizens Improved accessibility due to a variety of opening hours Take up of service and any negative comments or complaints monitored 	
4. CORPORATE RELEVANCE		
How does this policy relate to the Powys Change Plan and/or Powys One Plan?	Falls in line with 'Develop new ways for customers to access services in an improved and cost effective way', as required within the Powys Change Plan.	
5. DATA USED		
5.1. What data has been used to conduct this assessment? Tick/shade boxes as appropriate.	Profiling of service users, providing a breakdown of who uses the service by the protected characteristics.	✓
	Service user satisfaction rates, broken down by the protected characteristics.	
	Qualitative data (analysed against the protected characteristics) which provides evidence about current services users experience accessing the service.	✓
	Qualitative data gathered from those that are not currently using the service.	✓

	Complaints monitoring against the protected characteristics	
	Wider research reports and findings.	
5.2. Are there any gaps in the data?	Yes <input type="checkbox"/> Please state the gaps: How will the gaps be addressed going forward?	No ✓
6. DATA ANALYSIS		
6.1 Quantitative Summarise the key quantitative data analysis results, providing key headline statistics. Include data that relates to existing provision and also data relating to proposal. E.g. statistics generated from a consultation questionnaire. Key questions: xxi) Are certain groups currently underrepresented in service user figures? Will a change affect this? xxii) How do satisfaction levels compare across the protected characteristic groups? How will a change affect this?	1. A Public Online Survey, Citizens Panel Survey and Paper Survey at each cash office were offered. Please see Appendix 3 for full results. 2. Our survey showed a very good example across the protected characteristics, suggesting the survey results are 'representative', providing views which span across all groups. E.g. 31% of respondents had a disability laand although there was less representation from people under 25, this is understandable, given the subject matter. The age groups were as follows: - 20-24 5% - 25-34 10% - 35-44 15% - 45-54 21% - 55-64 19% - 65-74 19% - 75+ 11% Within the other protective characteristics, 2% of our responders were either pregnant or recently given birth and with regard to language skills, 95% of people classed English as their main language, 4% Welsh and 1% Other. 16% of responders could understand Welsh, 11% could speak it, 11% could read it and 8% could write it. In relation to National identity there was a mix of responses: - 39% Welsh - 18% English - 2% Scottish - 0% Northern Irish - 38% British - 1% Irish - 0% Polish - 2% Other 98% of responders were White, with 2% being Mixed and Black/African/Caribbean British. Whilst 96% of our responders were Heterosexual or straight, 1% were gay/Lesbian, 1% were Bi-sexual and 2% preferred not to say. In addition 61% were married, 19% Single and 20% recorded as 'other'. "2 respondents were in a same sex Civil Partnership.	

	<p>3. Impact on certain groups:</p> <ul style="list-style-type: none"> - In our survey several questions were asked as we were trying to understand the impact across several projects we were considering. When asked about where they would prefer to access council services F2F, in general, 40% confirmed Customer Service Points, 30% said Libraries, 17% said via Skype technology from their own home, and 13% using the technology from the Library. - Those in the retirement age bracket of 65+, felt more strongly with regard to being able to access Council services at Customer Service Points, with 66% confirming this was their preferred method, but 69% agreeing this would be their second choice. Interestingly, 6 people (6%) within this age bracket confirmed being able to access council services via 'Skype' type technology, would be their preferred method of contact, suggesting a sign of the times where technology is slowly changing our world. - Similarly for those with a disability, their preferences were 66% Customer Service Points, 27% Libraries and 7% 'Skype' technology from their own homes. Their preferred second choice was Libraries at 59%. This suggests that although there would be some impact due to a change in service delivery, providing that the changes are communicated properly and delivered effectively to meet customer expectation, being elderly or having a disability, will not prevent access to services via Libraries.
<p>6.2 Qualitative Summarise the key qualitative data analysis, providing key themes or patterns. Include data that relates to existing provision and also data relating to proposal. E.g. protected characteristics focus group on the proposal. Key questions: xli) Do certain groups have a different service user experience? How will a change affect this? xlii) Have any areas for improvement been communicated by particular groups? Will a change have an impact upon these views? xliii) What are the reasons behind some groups not using the service? How will a change affect this position? xliv) What has consultation on your proposals revealed about impact on the</p>	<ul style="list-style-type: none"> • For the changes being proposed, the user experience should be similar, as the Council is not removing the ability to access Council Services, merely commissioning the Library Service to deliver the service going forward. • The proposal will benefit some groups as they will be able to access services one late night a week, and on Saturday mornings. • Whilst the quantitative data has concentrated mainly on Age and Disability, with regard to these and the other protected characteristics, all responders were given the option to add any comments to the questions asked, and no adverse comments were made in relation to being able to access council services at a library. • It is evident that our citizens highly value face-to-face contact, however, the survey suggests that there would be no actual significant impact to Accessing Council Services via Libraries for any of the protected characteristics.

protected characteristics?		
7. EqIA RESULT		
Based on an analysis of the available qualitative and quantitative data, please tick/shade the appropriate box opposite to provide the EqIA assessment result.	The proposal does not present any adverse impact on equality. [Proceed to question 10]	✓
	The proposal presents some adverse impact on equality. [Proceed to question 8]	
	The proposal presents significant impact on equality [Proceed to question 8]	
8. AREAS for IMPROVEMENT		
Please provide detail of weak or sensitive areas identified by the assessment in the proposal. xxxii) Which protected characteristic groups are affected? xxxii) Will people on low incomes be affected?	None of the protected characteristics groups should be affected, as the Council is not removing the ability to access services face-to-face, but will commission the service to be delivered by the Library Service, which are also DDA compliant in relation to physical access, and this project will support extended opening hours offering more flexibility. The proposal will not affect those on low incomes.	
9. EQUALITY IMPROVEMENT		
8.1 Having identified that improvements are required, how will these now be addressed in the Service? <i>i.e. Are you able to involve (in some capacity) people from protected characteristic groups to assist you in this process?</i>		
8.2 Has this been included in the service strategy?	Yes ✓ Reference: Service Improvement Plan 2013/14	No <input type="checkbox"/> If no, please explain why not:
10. ONGOING MONITORING		
How will the service now be monitored on an ongoing basis to consider impact over time?		Please tick
	Equality monitoring of uptake of the service	✓
	Satisfaction monitoring of service users (broken down by protected characteristic)	
	Recording and analysing complaints/requests/compliments	✓
	Targeted periodic focus groups/service user interviews/feedback sessions	
Other (please specify):		