

Equality Impact Assessment (EIA)

Document control

Title of activity:	Proposal to amend the Council Tax Support Scheme 2015
Type of activity:	This is a scheme which provides assistance to people on low incomes to help them pay their Council Tax.
Lead officer:	Chris Henry, Council Tax & Benefits Manager, Exchequer & Transactional Services, oneSource
Approved by:	Sarah Bryant, Director of Exchequer & Transactional Services
Date completed:	September 2014
Scheduled date for review:	September 2016

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

1. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Proposal to amend the Council Tax Support Scheme 2015
2	Type of activity	This is a scheme which provides assistance to people on low incomes to help them pay their Council Tax.
3	Scope of activity	<p>Many people on low incomes can get Council Tax Support to help them pay their council tax bills. The Council Tax Support Scheme is mainly funded by the Government although the Council help pay towards the scheme as well.</p> <p>The Government plan to reduce the money to pay for the scheme from 2015/2016. The CTS grant has been rolled into the Settlement Funding Allocation which has been reduced in 14/15 in-line with core funding reduction. The Council's budget cannot cover a further shortfall in Government funding. This means changes must be made to the current scheme to help bridge the funding gap.</p> <p>The proposed scheme will continue to protect pensioners who will get the same level of council tax support as they do now.</p> <p>The proposals for 2015/2016 are to:</p> <ul style="list-style-type: none"> • Reduce Council Tax Support for working age claimants by 15%. This means that every working age household would have to pay a minimum charge of 15% of their Council Tax Bill. • Reduce the amount of savings and investments people are allowed to have and still be entitled to claim from £16,000 to £6,000. • Abolish Second Adult Rebate. Second Adult

		Rebate supports working age tax payers whose income is too high in their own right for Council Tax Support but who have other adults living in the household whose income is low.
4a	Is the activity new or changing?	Yes – changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	

Completed by:	Chris Henry, Council Tax & Benefits Manager
Date:	September 2014

2. Equality Impact Assessment

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

For more details on the Council's 'Fair to All' approach to equality and diversity, please visit our [Equality and Diversity Intranet pages](#). For any additional advice, please contact diversity@havering.gov.uk

Please note that EIAs are public documents and must be made available on the Council's [EIA webpage](#).

Understanding the different needs of individuals and groups who use or deliver your service

In this section you will need to assess the impact (positive, neutral or negative) of your activity on individuals and groups with **protected characteristics** (this includes staff delivering your activity).

Currently there are **nine** protected characteristics (previously known as 'equality groups' or 'equality strands'): age, disability, sex/gender, ethnicity/race, religion/faith, sexual

orientation, gender reassignment, marriage/civil partnership, and pregnancy/
maternity/paternity.

In addition to this, you should also consider **socio-economic status** as a protected characteristic, and the impact of your activity on individuals and groups that might be disadvantaged in this regard (e.g. carers, low income households, looked after children and other vulnerable children, families and adults).

When assessing the impact, please consider and note how your activity contributes to the Council's **Public Sector Equality Duty** and its three aims to:

- eliminate discrimination, harassment and victimization;
- advance equality of opportunity, and
- foster good relations between people with different protected characteristics.

The EIA

Background/context:

The Council proposes to amend the Council Tax Support Scheme from April 2015. The scheme provides assistance to people on low incomes to help them pay their Council Tax.

The Council Tax Support Scheme is mainly funded by the Government although the Council help pay towards the scheme as well.

The Government plan to reduce the money to pay for the scheme from 2015/2016. The CTS grant has been rolled into the Settlement Funding Allocation which has been reduced in 14/15 in-line with core funding reduction. The Council's budget cannot cover a further shortfall in Government funding. This means changes must be made to the current scheme to help bridge the funding gap.

The proposed scheme will continue to protect pensioners who will get the same level of Council Tax Support as they do now.

The proposals for 2015/2016 are to:

- Reduce Council Tax Support for working age claimants by 15%. This means that every working age household would have to pay a minimum charge of 15% of their Council Tax Bill.
- Reduce the amount of savings and investments working age claimants are allowed to have and still be entitled Council Tax Support from £16,000 to £6,000.
- Abolish Second Adult Rebate. Second Adult Rebate supports working age tax payers whose income is too high in their own right for Council Tax Support but who have other adults living in the household whose income is low.

The proposed changes will have an impact on low income working age households. This is with the exception of the removal of the Second Adult Rebate where the taxpayer's income is too high for Council Tax Support and a rebate is paid in respect of another low-earning adult in the household.

<u>Council Tax Support Case Group Descriptions</u>	<u>Count</u>
Elderly - Non-Passported - Carer	165
Elderly - Non-Passported - Child Under 5	1
Elderly - Non-Passported - Enhanced Disability	2
Elderly - Non-Passported - Family Premium	6
Elderly - Non-Passported - Family Premium - 1 Child	9
Elderly - Non-Passported - Family Premium - 2 Child	2
Elderly - Non-Passported - Family Premium - 4 Child	1
Elderly - Non-Passported - Non Dependant	378
Elderly - Non-Passported - Other	2130

Elderly - Non-Passported - Severe Disability	388
Elderly - Non-Passported - War Pensioners	29
Elderly - Non-Passported - Working	92
Elderly - Passported - Carer	160
Elderly - Passported - Child Under 5	3
Elderly - Passported - Enhanced Disability	1
Elderly - Passported - Family Premium	16
Elderly - Passported - Family Premium - 1 Child	25
Elderly - Passported - Family Premium - 2 Child	4
Elderly - Passported - Family Premium - 3 Child	2
Elderly - Passported - Family Premium - 4 Child	1
Elderly - Passported - Non Dependant	544
Elderly - Passported - Other	3120
Elderly - Passported - Severe Disability	821
Elderly - Passported - Working	11
Working Age - Non-Passported - Carer	71
Working Age - Non-Passported - Child Under 5	469
Working Age - Non-Passported - Disability	211
Working Age - Non-Passported - Disabled Child Premium	20
Working Age - Non-Passported - Enhanced Disability	226
Working Age - Non-Passported - Family Premium	175
Working Age - Non-Passported - Family Premium - 1 Child	778
Working Age - Non-Passported - Family Premium - 2 Child	508
Working Age - Non-Passported - Family Premium - 3 Child	160
Working Age - Non-Passported - Family Premium - 4 Child	39
Working Age - Non-Passported - Family Premium - 5 and above	6
Working Age - Non-Passported - Lone Parent Child Under 5	470
Working Age - Non-Passported - Non Dependant	88
Working Age - Non-Passported - Other	131
Working Age - Non-Passported - Severe Disability	79
Working Age - Non-Passported - War Pensioners	4
Working Age - Non-Passported - Working	535
Working Age - Passported - Carer	314
Working Age - Passported - Child Under 5	206
Working Age - Passported - Disability	261
Working Age - Passported - Disabled Child Premium	31
Working Age - Passported - Enhanced Disability	996
Working Age - Passported - Family Premium	143
Working Age - Passported - Family Premium - 1 Child	620
Working Age - Passported - Family Premium - 2 Child	354
Working Age - Passported - Family Premium - 3 Child	120
Working Age - Passported - Family Premium - 4 Child	29
Working Age - Passported - Family Premium - 5 and Above	2
Working Age - Passported - Lone Parent Child Under 5	1229
Working Age - Passported - Non Dependant	351
Working Age - Passported - Other	1432
Working Age - Passported - Severe Disability	425

Working Age - Passported - Working	25
Grand Total Working Age & Elderly)	18419

Age: Consider the full range of age groups

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	<p>Whilst the proposed changes will impact negatively on working age Council Tax Support claimants, we consider the changes will not cause undue hardship. This can be seen in other London authorities who have implemented the same or higher reductions. Within the scope of the scheme there is a policy to enable us to consider cases of hardship.</p> <p>Pension age claimants (currently men and women aged 62½ and over) will not be affected by the change.</p> <p>At present approximately 57% of Council Tax Support claimants are working age and 43% are pension age.</p> <p>This compares with the figures for the population for the borough as a whole where 76% are aged 18 – 64 years and 24% aged 65 and over.</p> <p>The proposed changes mean that all working age Council Tax Support claimants will have to pay at least 15% towards their Council Tax.</p> <p>We have identified the number of working households affected. Youth unemployment is at a higher rate than that of the general population, therefore the more working households impacted the older the profile of applicants affected.</p>
Neutral	<input type="checkbox"/>	
Negative	<input checked="" type="checkbox"/>	

Evidence:

Council Tax Support caseload data

Sources used:

Council Tax Support caseload data

Diversity Profile for EIAs August 2014

Demographic, Diversity and Socio-economic Profile of Havering’s Population March 2014

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	
Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input checked="" type="checkbox"/>
<p>Overall impact:</p> <p>There is a slight negative impact for disabled people who are of working age. This is because they are disproportionately represented amongst those who will receive a reduction in Council Tax support. Support is in place for those who suffer hardship as a result of this change.</p>	
<p>Evidence:</p> <p>In terms of Council Tax Support disabled household are those where the claimant (or any partner, or child) receives a state disability benefit payment or is seriously sick or disabled.</p> <p>Approximately 24% of working age Council Tax Support claimants meet the above definition compared with 21% of the working age population of Havering.</p> <p>Pension age Council Tax Support claimants are not affected by these proposals.</p> <p>Disabled people are historically disadvantaged and face greater barriers when accessing (information about) services and therefore disabled households are considered to be more vulnerable than other households. However, people with disabilities who are unable to work receive higher levels of state benefits and therefore, whilst will be subject to the 15% liability reduction, are likely to have a higher income than other working age claimants whose council tax support will also be reduced. With the calculation for council tax support additional premiums are also used to increase payment.</p>	
<p>Sources used:</p> <p>Council Tax Support caseload data</p> <p>Diversity Profile for EIAs August 2014</p> <p>Demographic, Diversity and Socio-economic Profile of Havering's Population March 2014</p>	

Sex/gender: Consider both men and women											
<i>Please tick (✓) the relevant box:</i>											
Positive	<p>Overall impact:</p> <p>It is difficult to fully measure the implications the changes will have on this protected characteristic due to the fact that only one claim is submitted per household. It is therefore difficult to measure the claim.</p> <p>Equalities monitoring indicates that a higher number of claims are made by females (married and single titles) compared with males and therefore the changes appears to have a negative impact more upon women.</p> <p>Support is in place for those who suffer hardship as a result of this change.</p> <p>As lone parents, part-time workers and carers are most likely to be women, the impact of the proposed changes is considered to be disproportionately higher on women than on men.</p>										
Neutral											
Negative ✓											
Evidence:											
Council Tax Support caseload data:											
<table border="1"> <thead> <tr> <th>Title on claim</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>Mr Count</td> <td>2153</td> </tr> <tr> <td>MRS Count</td> <td>1327</td> </tr> <tr> <td>MS/Miss Count</td> <td>2346</td> </tr> <tr> <td>Other</td> <td>8</td> </tr> </tbody> </table>		Title on claim	No.	Mr Count	2153	MRS Count	1327	MS/Miss Count	2346	Other	8
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Ethnicity/race: Consider the impact on different ethnic groups and nationalities																																									
<i>Please tick (✓) the relevant box:</i>		Overall impact: There could be a negative impact for people of different ethnicities or races. This is because there is a slight disproportionate representation of black and minority ethnicity communities receiving Council Tax Support.																																							
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Evidence:																																									
<p>From the data provided below, it would appear that there is a slight disproportionate impact for Black and Minority ethnicities. 85.7% of Havering's population are defined as White, while 80.9% of benefit claimants define themselves as White.</p> <p>The tables below show the projected figures for the breakdown of Havering by ethnicity/race and for Benefits claimants where they have supplied this information. The data is difficult to compare due to the different classifications of ethnicity used.</p>																																									
<table border="1"> <thead> <tr> <th>2014 (projection)</th> <th>Number</th> <th>Percentage of population (%)</th> </tr> </thead> <tbody> <tr> <td>All ethnicities</td> <td>246,269</td> <td>100.00</td> </tr> <tr> <td>White</td> <td>211,126</td> <td>85.7</td> </tr> <tr> <td>Black Caribbean</td> <td>3,335</td> <td>1.4</td> </tr> <tr> <td>Black African</td> <td>9,485</td> <td>3.9</td> </tr> <tr> <td>Black Other</td> <td>4,524</td> <td>1.8</td> </tr> <tr> <td>Indian</td> <td>5,813</td> <td>2.4</td> </tr> <tr> <td>Pakistani</td> <td>1,820</td> <td>0.7</td> </tr> <tr> <td>Bangladeshi</td> <td>1,205</td> <td>0.5</td> </tr> <tr> <td>Chinese</td> <td>1,662</td> <td>0.7</td> </tr> <tr> <td>Other Asian</td> <td>4,467</td> <td>1.8</td> </tr> <tr> <td>Other</td> <td>2,833</td> <td>1.2</td> </tr> <tr> <td>BAME¹</td> <td>35,144</td> <td>14.3</td> </tr> </tbody> </table>			2014 (projection)	Number	Percentage of population (%)	All ethnicities	246,269	100.00	White	211,126	85.7	Black Caribbean	3,335	1.4	Black African	9,485	3.9	Black Other	4,524	1.8	Indian	5,813	2.4	Pakistani	1,820	0.7	Bangladeshi	1,205	0.5	Chinese	1,662	0.7	Other Asian	4,467	1.8	Other	2,833	1.2	BAME ¹	35,144	14.3
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Council Tax Support/Housing Benefit Claimants where Equalities information provided																																									

¹ The GLA define BAME differently to the ONS. The GLA does not include a 'White Other' Group. Instead they have one category 'White' that includes 'White British' and 'White Other'.

	Number	Percentage of claimants who provided information
White/British	4249	72.8%
White/Irish	91	1.6%
White/Other	381	6.5%
White & Black Caribbean	66	1.1%
White & Black African	43	0.7%
White & Asian	16	0.3%
Mixed/Other	43	0.8%
Asian/Asian British Indian	71	1.2%
Asian/Asian British Pakistan	69	1.2%
Asian/Asian British Bangladesh	54	0.9%
Asian/Asian British: Any Other	32	0.6%
Asian/Other	14	0.2%
Black/Black British Caribbean	154	2.6%
Black/Black British African	381	6.5%
Black/Black British Other	53	0.9%
Chinese	8	0.1%
Gypsy/Traveller	1	0.1%
Other Ethnic Group	86	1.5%
Declined	22	0.4%
Total	5834	100%

Sources used:

Council Tax Support caseload data

Diversity Profile for EIAs August 2014

Demographic, Diversity and Socio-economic Profile of Havering's Population March 2014

*

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Please tick (✓) the relevant box:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Overall impact:

There is no information available to make an assessment on the impact of the review on this protected characteristic.

Evidence:

There is little information available at national and local levels to make an assessment on the impact of the review on this protected characteristic.

Sources used:

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

<i>Please tick (✓) the relevant box:</i>		There is no information available to make an assessment on the impact of the review on this protected characteristic.
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

Sources used:

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	There is no information available to make an assessment on the impact of the review on this protected characteristic.
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

There is no information available to make an assessment on the impact of the review on this protected characteristic.

Sources used:

Marriage/civil partnership: Consider people in a marriage or civil partnership

<i>Please tick (✓) the relevant box:</i>		Overall impact: There is insufficient information available to make an assessment on the impact of the review on this protected characteristic.
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

There is insufficient information available to make an assessment on the impact of the review on this protected characteristic.

Sources used:

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave

<i>Please tick (✓) the relevant box:</i>		Overall impact: There is no evidence available to indicate there is an adverse impact to this group as a consequence of the proposed changes. However, the reduction in Council Tax support will have a negative impact on parents with young children and babies
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

Sources used:
Council Tax Support data

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

<i>Please tick (✓) the relevant box:</i>		Overall impact: Council Tax Support is a means tested scheme available to households on a low income. Therefore all recipients would be considered to be at a socio-economic disadvantage, particularly lone parents (most likely to be women), part-time workers (most likely to be women), working-age couples on low income, large households (more likely to be from BME backgrounds) and carers (most likely to be women). Pension age Council Tax Support claimants will not be affected and will continue to receive similar levels of support with their council tax bills as they do at present.
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input checked="" type="checkbox"/>	

Evidence:

Sources used:

Council Tax Support caseload data

Diversity Profile for EIAs August 2014

Demographic, Diversity and Socio-economic Profile of Havering's Population March 2014

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
Age	✓	We will be consulting on the proposed changes in October 2014 and November 2014 and will report the results to Cabinet in December.	<p>Individual households will have access to formal appeal and review arrangements should they have complaints or concerns about the assessment criteria and method used to identify the Council Tax Support they need.</p> <p>We will monitor the impact of the changes as part of our performance and quality checking systems. The performance data collated, including satisfaction surveys and community profile monitoring will form part of regular reporting arrangements to senior management and members.</p>		

Disability	✓	We will be consulting on the proposed changes in October and November 2014 and will report the results to Cabinet in December.	<p>Individual households will have access to formal appeal and review arrangements should they have complaints or concerns about the assessment criteria and method used to identify the Council Tax Support they need.</p> <p>We will monitor the impact of the changes as part of our performance and quality checking systems. The performance data collated, including satisfaction surveys and community profile monitoring will form part of regular reporting arrangements to senior management and members.</p>		
Sex/gender	✓	We will be consulting on the proposed changes in October and November 2014 and will report the results to Cabinet in	Individual households will have access to formal appeal and review arrangements should they have complaints or concerns about the assessment criteria and method used to identify the Council Tax Support		

		December.	<p>they need.</p> <p>We will monitor the impact of the changes as part of our performance and quality checking systems. The performance data collated, including satisfaction surveys and community profile monitoring will form part of regular reporting arrangements to senior management and members.</p>		
Ethnicity/race	✓	We will be consulting on the proposed changes in October and November 2014 and will report the results to Cabinet in December.	<p>Individual households will have access to formal appeal and review arrangements should they have complaints or concerns about the assessment criteria and method used to identify the Council Tax Support they need.</p> <p>We will monitor the impact of the changes as part of our performance and quality checking systems. The performance data collated, including satisfaction surveys and</p>		

			community profile monitoring will form part of regular reporting arrangements to senior management and members.		
Religion/faith	Not known				
Sexual orientation	Not known				
Gender reassignment	None				
Marriage/civil partnership, and	None				
Pregnancy/maternity/paternity	Not known				

* You should include details of any future consultations you will undertake to mitigate negative impacts

** Monitoring: You should state how the negative impact will be monitored; how regularly it will be monitored; and who will be monitoring it (if this is different from the lead officer).

Review

In this section you should identify how frequently the EIA will be reviewed; the date for next review; and who will be reviewing it.

The EIA will be reviewed at bi-annual intervals or earlier if the Council Tax Support scheme is reviewed earlier than September 2016.

Equality Impact Assessment (EIA)

Document control

Title of activity:	<i>Proposed changes to parking Fees and Charges</i>
Type of activity:	Budget Proposals
Lead officer:	<i>Tina Brooks, Assistant Group Manager, Traffic & Parking Services, Streetcare, Culture, Community & Economic Development directorate</i>
Approved by:	<i>Bob Wenman Head of Streetcare, Culture, Community & Economic Development directorate</i>
Date completed:	<i>September 2014</i>
Scheduled date for review:	<i>Will be reviewed on each occasion significant changes are made to the charging policy</i>

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

3. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	<i>Proposed changes to parking fees and charges</i>
2	Type of activity	Budget Proposals
3	Scope of activity	<p>To amend charges for parking activities within the authority. To provide the amenity of parking spaces for business and residents, to ensure adequate turnover of parking space and to maintain road safety.</p> <p>Changes to price and to allow some limited free parking time to support local business.</p> <p>To review parking payment mechanisms, to upgrade pay and display machines and to consider the introduction of cashless parking facilities.</p>
4a	Is the activity new or changing?	Yes
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	<i>N/A</i>

Completed by:	<i>Tina Brooks, Assistant Group Manager, Traffic & Parking Services</i>
Date:	<i>September 2014</i>

4. Equality Impact Assessment

Background/context:

The Council provides 8422 parking spaces borough wide, off street (2643) on street (779 a number of which are dedicated for use of blue badge holders in accordance with the recommended ratio given by the Office for National Statistics) and 5000 resident only parking spaces.

Parking spaces are provided to accommodate either long or short stay parking suitable for each specific area e.g. long stay commuter parking or short stay shopping either on or off street.

Short stay parking charges are designed to promote the responsible use of the available parking spaces by shoppers to ensure turnover of space and to promote the local economy.

Permit parking reserves spaces for specific parts of the community e.g. local business or residents who would otherwise be unable to have reasonable access to parking close to their properties if space was not controlled through means of a permit system due to commuter or retail activities.

Increases in charges will ensure the costs of providing these services are met; any surplus income derived from the on street parking service may only be used in accordance with section 55 of the Road Traffic Regulation Act 1984.

It is proposed to review parking charges and the payment mechanisms through upgrading existing pay and display equipment and to consider the introduction of cashless parking facilities for all that use parking facilities within the borough. Upgrading the machines is essential to facilitate free parking sessions to be offered for limited time periods. This will require motorists to input vehicle registration numbers at the machines and to place pay and display tickets within the windscreen of their vehicles.

Cashless parking system will provide an alternative payment mechanism as an enhancement to customer service. Payment by phone, text or online will eliminate the need for the driver to have the correct change available upon parking and will provide the additional facility of allowing a top up payment to be made without the need to return to the vehicle if the driver is delayed. This service has proven successful in other authorities where increasing usage of this payment method has led to reduced costs in respect of machine maintenance and cash collection. The reduced volume of cash collection improves security of both staff and Council income.

Currently Blue Badges issued to disabled persons may be used without charge on all permitted parking bays in the Borough with the exception of specific voucher bays which are specifically signed. There is no anticipated change to the existing Blue Badge arrangements at this time.

Age: Consider the full range of age groups

<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all age groups who wish to visit the town centres. The free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people with disabilities and parents/ carers with young children, who will have improved opportunities to park.
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
As the current parking mechanisms will remain in place there is no anticipated change to any age group from the introduction of mobile phones as an extra means of payment which is being introduced as a customer care initiative		
Sources used:		

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Currently Blue Badges issued to disabled persons may be used without charge on all bays in the Borough with the exception of specific voucher bays which are specifically signed. There is no anticipated change to the existing arrangements at this time. However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people with disabilities who will have improved opportunities to park.
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: No data on disabled usage is currently available and comments are based on anecdotal information only. As the current parking mechanisms will remain in place there is no anticipated change to any group from the introduction of mobile phones as an extra means of payment which is being introduced as a customer care initiative		

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<p>Sources used:</p>

<p>Sex/gender: Consider both men and women</p>

<i>Please tick (✓) the relevant box:</i>	<p>Overall impact:</p> <p>No data is collected on users of parking services. There is no indication that the proposal will have any disproportionate impact on this protected characteristic. However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.</p>
Positive	
Neutral	
Negative	

<p>Evidence:</p> <p>No data on sex/gender usage is currently available.</p>
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<p>Sources used:</p> <p>London Councils report The Relevance of Parking in the Success of Urban Town Centres, 2012</p>

<p>Ethnicity/race: Consider the impact on different ethnic groups and nationalities</p>
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<i>Please tick (✓) the relevant</i>	<p>Overall impact:</p>
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<i>box:</i>	No data available. There is no evidence to suggest that the proposals will have a disproportionate impact on this protected characteristic
Positive	
Neutral	
Negative	
Evidence:	
<p>No data on ethnicity or national group usage is currently available</p> <p>However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.</p>	
Sources used:	
<p>London Councils report The Relevance of Parking in the Success of Urban Town Centres, 2012</p>	

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	No data available.
Neutral	There is no evidence to suggest that the proposals will have a disproportionate impact on this protected characteristic.
Negative	
Evidence:	
<p>No data usage based on different religions or beliefs, including those with no religion or belief is currently available.</p> <p>However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.</p>	

Sources used:

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	No data available
Neutral	<input type="checkbox"/>	There is no evidence to suggest that the proposals will have a disproportionate impact on this protected characteristic.
Negative	<input type="checkbox"/>	However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.

Evidence:
No data usage based on sexual orientation is currently available

Sources used:

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	No data available
Neutral	<input type="checkbox"/>	There is no evidence to suggest that the proposals will have a disproportionate impact on this protected characteristic.
Negative	<input type="checkbox"/>	However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.

Evidence:		
No data usage based on gender identity is currently available		
Sources used:		

Marriage/civil partnership: Consider people in a marriage or civil partnership		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	No data available.
Neutral	<input type="checkbox"/>	There is no evidence to suggest that the proposals will have a disproportionate impact on this protected characteristic.
Negative	<input type="checkbox"/>	However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park.
Evidence:		
No data usage based on this protected characteristic is currently available		
Sources used:		

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: No data available.
Neutral	There is no evidence to suggest that the proposal will have a disproportionate impact on this protected characteristic.
Negative	However the free parking time permitted will allow for short stay parking with greater turnover of parking space availability which will particularly benefit people by having improved opportunities to park
No data usage based on this protected characteristic is currently available	
Sources used:	
<i>*Expand box as required</i>	

Socio-economic status: Consider those who are from low income or financially excluded backgrounds	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: The increased charges for longer term parking may have a negative effect on those on low income or financially excluded backgrounds, however, the short free parking periods available may assist with the cost of short term visits to town centres.
Neutral	
Negative	✓
Evidence: No data usage in respect of parking usage based on socio-economic groups currently available	

Sources used:

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Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
Age Disability Gender Pregnancy / Maternity / Paternity Socio-economic groups	The data we hold is varied and limits us to fully assess the impact on service users with protected characteristics	Address the gaps in service user data Use consultation feedback to inform final budget saving proposals	Final budget saving proposals are informed by relevant diversity profile data and feedback from consultation		
Socio-economic groups	low income or financially excluded background	Area will continue to be monitored to establish significant changes in parking patterns and town centre parking usage.		Assessment to be reviewed on an ongoing basis	Bob Wenman

* You should include details of any future consultations you will undertake to mitigate negative impacts

** Monitoring: You should state how the negative impact will be monitored; how regularly it will be monitored; and who will be monitoring it (if this is different from the lead officer).

Review

Group Manager Parking Services to carry out annual review.

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Equality Impact Assessment (EIA)

Document control

Title of activity:	Budget proposals for Fairkytes Arts Centre
Type of activity:	Budget Proposals
Lead officer:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Approved by:	Cynthia Griffin, Group Director, Culture, Community and Economic Development
Date completed:	September 2014
Scheduled date for review:	Following a review of the proposals, the EIA will be revised in January 2015.

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

5. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Budget proposals for Fairkytes Arts Centre 2014
2	Type of activity	Budget Proposals
3	Scope of activity	Budget proposals for Fairkytes Arts Centre in order for them to move towards a Cost Recovery business model (receiving no subsidy from the Council). Whilst several changes are proposed, the existing offer to the community will be preserved as much as possible and savings realised through wholesale reductions in services are not being considered.
4a	Is the activity new or changing?	Yes - changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	N/A

Completed by:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Date:	10 th September 2014

6. Equality Impact Assessment

Background/context:

As part of the Council's budget reductions, Fairkytes Arts Centre is considering proposals to move towards a Cost Recovery business model so that it can operate without subsidy from the London Borough of Havering, to sustain its long term future. This will mean changes to the existing business model and changes to the nature and style of available activities.

As part of the changes, the way Fairkytes operates is being reviewed, moving from 'service delivery' to a more commercially oriented approach. This will be achieved through:

- Operational savings and efficiencies
(For example, changes to the contracting arrangements for drinks machines and ground maintenance)
- Savings realised through changes to, and development of, the cultural offer of Fairkytes and the wider Arts service
(Changes to the way in which annual exhibitions and competitions are managed and delivered, reduction in funding to events and projects, introduction of ticketed events and providing more services through Fairkytes Arts Centre rather than commissioning from external providers)
- Additional income realised through existing programmes
(Increases in Fees and Charges for room and hall hire, studio lets and adult workshops. No plans to increase fees for children's workshops)
- Big Ideas – income realised through new or additional activities and programmes
(A series of new ticketed events to be introduced)

The cultural offer available to the community will be impacted and the Arts Service as a whole needs to become a more event-oriented and a commercially aware organisation, with less subsidy for developmental work, in order to develop a sustainable future. However, at this stage, the existing offer to the community will be preserved as much as possible and savings realised through wholesale reductions in services are not being considered.

Age: Consider the full range of age groups

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

Fairkytes Arts Centre runs a number of workshops for Adults (16+ or 18) and Children (5+), as well as being used by independent groups and making rooms available for hire for regular and one off events.

From April-July 2014/15 there have been 1395 attendances at Adult Workshops (41%) and 2029 attendances at Children's Workshops (59%). No increases in charges are proposed for Children's

Workshops, so the changes will have a disproportionate impact on the existing adult users (these figures do not take into account the use of Fairkytes for private hire or events).

The Fairkytes Survey 2014 (completed by Adults only) shows that the age profile of Fairkytes adult users is predominantly older residents aged 55-84 (87%). This is disproportionately higher than the number of residents aged 55-84 living in the Borough at 27% and the percentage of residents aged 55-84 in St Andrews Ward at 30%, where Fairkytes Arts Centre is located (Census 2011).

Changes to the way in which exhibitions and competitions are managed (particularly if there is a rationalisation of these) may impact this age group disproportionately. Increases in fees and charges for room hire and tickets for events may also make some activities less affordable and again this may impact this age group more than others. At the same time, however, the development of the adults' cultural offer available in the centre may also benefit this group.

The Arts Service has funded many groups and projects in recent years aimed at young people (13-19) and reduction and/or removal of these may be perceived as negatively impacting this age group. However, the groups that received this funding achieved relatively small outputs. Therefore, by reallocating resources and running events and activities through Fairkytes Arts Centre, we believe we will reach and benefit a greater number of young people.

In the case of Romford Contemporary Arts Programme (RCAP), funding over the last 3 years has enabled the group to become established and they are in the process of moving to an independent Community Interest Company status with considerable external funding opportunities via private sector and Economic Development partnerships. RCAP's sustainability and legacy are therefore assured and there is little necessity for Cultural Services funding to continue at this level.

Evidence:

Service level performance data illustrates that 41% of attendances for workshops so far in 2014/15 were Adults (16+ or 18+ dependant on the workshop). The 2014 Fairkytes Survey (completed by adults only) showed that the age profile of Fairkytes adult users is predominantly older residents aged 55-84 (87%). (Data from those that completed the survey only). This is disproportionately higher than the number of residents aged 55-84 living in the Borough at 27% (64,600 residents) and the percentage of residents aged 55-84 in St Andrews Ward at 30%, (3951 residents) where Fairkytes Arts Centre is located (Census 2011).

The Fairkytes Survey is completed by adults only and the small number of surveys completed means that the figures are not representative of all Fairkytes users, providing an indication only. Future Fairkytes Surveys will be reviewed so that they include the questions that will provide us with the data we need. The distribution of the survey will also be reviewed so that we get a higher number of respondents and the data is therefore

more representative.
Sources used: Service level performance data 2014/15 Fairkytes Survey 2014 Census 2011, Office of National Statistics

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive		Fairkytes Survey data 2012 and 2014 illustrates that a number of Fairkytes survey respondents have a disability. However the survey is only completed by adults who partake in workshops and not those that use the centre for private hire and / or events. It is therefore likely that the number of Fairkytes users with a disability is proportionally higher, particularly as there are activities that take place at the centre that are aimed at disabled participants who may experience difficulties responding to a written survey. Whilst this group will be impacted negatively by increases in fees and charges, the development of the adults' cultural offer available in the centre may also benefit this group. The future programmes of work could also be developed in a way that is more inclusive for disabled and all users. In light of the limited evidence from the Fairkytes Survey the impact on this group is not yet known. This gap in information will be addressed.
Neutral		
Negative		

Evidence:

7% (or 12 people) of the 163 people who answered a question on disability as part of the Fairkytes Annual Survey 2014 stated they had a disability. This is lower than the figure for the 2012 Survey at 16% (22 of 138 who answered this question in 2012). These figures are lower than the percentage of working age people (16-64) with a disability or long term health condition in Havering (21%) and lower than the figure for the percentage of older people (65+) with a disability or long term health condition in Havering (52%).

While based on this data there doesn't appear to be a disproportionate impact on this group compared to other groups, we recognise that the data we hold has its limitations and gaps.

The Fairkytes Annual Survey is completed by adults only and the small number of surveys completed means that the figures are not representative of all Fairkytes users, providing an indication only. It is also recognised that people with learning difficulties and disabilities, BSL users and service users with sight difficulties/disabilities might be under-represented in the respondents' profile due to barriers in completing this survey.

Other than the Fairkytes Annual Survey, no data on disability is currently collected. Therefore the impact on this group is not yet known.

Future Fairkytes Surveys will be reviewed so that they include the questions that will provide us with the data we need. The distribution of the survey will also be reviewed so that we get a higher number of respondents and the data is therefore more representative.

Sources used:

2012/13 Annual Population Survey, Office of National Statistics
 2011 Census, Office of National Statistics
 Fairkytes Annual Survey 2014 and 2012

Sex/gender: Consider both men and women

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

In total more women attend Fairkytes Arts Centre than men. Women will therefore be disproportionately affected by the proposals to change the nature and style of available activities, increase fees and charges and ticket events. Conversely there will be the opposite affect for men.

At the same time, however, the development of the adults' cultural offer available in the centre may also benefit this group.

Evidence:

In 2013/14 of the 83,458 attendances at Fairkytes Arts Center, 66,416 provided their gender (non- unique). Of these 45,869 (69%) were women and girls and 20,547 (31%) were men and boys.

As of July 2014, in 2014/15 there have been 21,308 attendances to Fairkytes (non-unique). Of these 11,720 (55%) were women and girls and 9,588 (45%) were men and boys.

Sources used:

Service level performance data 2013/14 and 2014/15

Ethnicity/race: Consider the impact on different ethnic groups and nationalities

Please tick (✓) the relevant box:

Overall impact:

Positive	<p>In 2014 96% of Fairkytes Survey respondents were White British, a significantly higher figure than the percentage of White British residents in the Borough (83%) and higher than the percentage of White British residents living in St Andrews Ward (89%) where Fairkytes is located (2011 Census).</p>
Neutral	<p>It should be noted, however, that the Fairkytes Annual Survey is completed by adults only and the small number of surveys completed means that the figures are not representative of all Fairkytes users, providing an indication only. Furthermore, the survey is not completed by those who hire the centre to run their own groups and there are currently many minority and faith groups that use Fairkytes on a regular basis.</p> <p>Based on the Fairkytes Survey there doesn't appear to be a disproportionate impact on Black and Minority Ethnic (BME) residents, however we recognise that the data we hold has its limitations and gaps. We also recognise that BME service users might be under-represented in the respondents' profile due to language barriers in completing this survey.</p>
Negative	<p>In light of the limited about evidence from the Fairkytes Survey the impact on this group is not yet known. This gap in information will be addressed.</p>

Evidence:

The 2014 Fairkytes survey showed that 96% of respondents were White British, which is disproportionate to the 83% of White British residents in the borough and the 89% of White British residents in St Andrews Ward where Fairkytes Arts Centre is located. The remaining 4% of Fairkytes users were White Irish (0.6%), White Other (1.1%), Asian or Asian British / Indian (0.6%), Black or Black British/ Other (0.6%), Other Ethnic Group (0.6%) and prefer not to say (0.6%).

Figures for the 2012 Fairkytes Survey are very similar, with 96% of respondents White British, 1% White Irish, 1% Mixed/Other, 1% Asian or Asian British/Indian and 1% Black or Black British/African.

Based on the Fairkytes Survey there doesn't appear to be a disproportionate impact on Black and Minority Ethnic (BME) residents, however we recognise that the data we hold has its limitations and gaps. We also recognise that BME service users might be under-represented in the respondents' profile due to language barriers in completing this survey. The impact on this group is therefore not yet known. This gap in information will be addressed.

Sources used:

Fairkytes Annual Survey 2012 and 2014
2011 Census

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	Not known
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
No information is collected on the Religion of Fairkytes Users. However, it is known that one religious group uses the centre for group meetings and they are likely to be affected by the increased charges and fees of hire.		
Sources used:		
N/A		

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	Not known
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
No information is collected on the sexual orientation of Fairkytes Users but there is no local or national evidence to suggest that this group might be disproportionately affected.		
Sources used:		
N/A		

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	Not known
Neutral	<input type="checkbox"/>	

Negative	<input type="checkbox"/>	
Evidence:		
No information is collected on the gender reassignment of Fairkytes Users but there is no local or national evidence to suggest that this group might be disproportionately affected.		
Sources used:		
N/A		

Marriage/civil partnership: Consider people in a marriage or civil partnership		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
No information is collected on the marital status of Fairkytes Users but there is no local or national evidence to suggest that this group might be disproportionately affected.		
Sources used:		
N/A		

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
Although a small number of activities are run for parents and young children, no data on pregnancy, maternity and paternity is collected. However, as we are not considering to increase fees for children's workshops and activity, the impact on this groups is likely to be neutral.		

Sources used:

N/A

Socio-economic status: Consider those who are from low income or financially excluded backgrounds*Please tick (✓) the relevant box:***Overall impact:****Positive****Neutral****Negative**

✓

The proposals to increase fees and charges for room and hall hire, studio lets and adult workshops as well as an increase in ticketed events may mean that Fairktyes will be less accessible to those who are from low income or financially excluded backgrounds.

However, the majority of Fairktyes users come from relatively affluent parts of the Borough and it is believed that price increases should be affordable for most users.

Evidence:

Of those that completed the Fairktyes Survey 2014, the majority came from the more affluent parts of the borough: RM11 (18%), RM12 (22%), RM14 (15%) (primarily made up of wards Emerson Park, St Andrews, Hacton, Upminster, Hylands, Squirrels Health, Elm Park and Cranham). It is therefore believed that price increases should be affordable to most users.

However, 8% of those who responded came from RM2 and 7% from RM3 which include some of the more deprived wards in the Borough (Heaton and Gooshays). Residents who live in these areas of the borough are more likely to be affected by the proposals.

Ward	Deprivation Rank
Gooshays	1
Heaton	2
South Hornchurch	3
Havering Park	4
Brooklands	5
Romford Town	6
Harold Wood	7
Rainham and Wennington	8
Mawneys	9
Elm Park	10
St Andrew's	11
Hylands	12
Pettits	13
Squirrel's Heath	14
Hacton	15
Emerson Park	16
Cranham	17
Upminster	18

NB. Rank 1 = Most deprived ward, Rank 18 = least deprived ward.

*Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards.
Department of Communities and Local Government, 2011*

Sources used:

Fairkytes Annual Survey 2014

JSNA Demographics Update - Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards, Department of Communities and Local Government, 2011

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Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
All	The data we hold is incomplete so doesn't allow us to fully assess the impact on people with protected characteristics	Improve the Fairkytes survey so that it includes the questions that will provide us with the data we need. Also improve the distribution of the survey so that we get a higher number of respondents and the data is more representative. Explore other ways to collect data.	Better data to inform future decisions and use of the centre	2015	Mark Etherington
All	The data we hold is incomplete therefore it is unknown if the current programme is fully inclusive and attractive to all	Review potential for developing new offers in line with the needs and aspirations of the population including researching new	Better information on community needs Better monitoring of offer verses need	2015	Mark Etherington

	groups.	population groups not currently using the centre			
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Equality Impact Assessment (EIA)

Document control

Title of activity:	Budget Proposals for the Library Service
Type of activity:	Budget Proposals
Lead officer:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Approved by:	Cynthia Griffin, Group Director, Culture, Community and Economic Development
Date completed:	September 2014
Scheduled date for review:	Following a review of the proposals, the EIA will be revised in January 2015.

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

7. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Budget Proposals for the Library Service
2	Type of activity	Budget Proposals
3	Scope of activity	<p>A proposal for a new delivery model for the Library Service in a context of significant budget reductions. Changes will include a reduction in staffing and opening hours for libraries, introduction of a 50p charge per hour for the use of computers and a greater use of volunteers to deliver services, including the Local Studies and Family History Service, the Housebound Service and the work of the Reader Development team.</p> <p>New ways to generate income will also be explored as part of the new model, such as new membership arrangements, philanthropy, donations and sponsorship.</p>
4a	Is the activity new or changing?	Yes - changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	N/A

Completed by:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Date:	10 th September 2014

8. Equality Impact Assessment

Background/context:

Significant reductions to the Library Service budget are required as the Council faces up to the challenge of finding £60m of savings (representing a third of its controllable budget). This means that the Library service will be working in an entirely new context in the next three years. The Council is proposing to retain all 10 libraries but with reduced opening hours and a greater use of volunteers.

Havering Council has decided to avoid building closures and prioritise the continued opening of the existing 10 library buildings, for the following reasons:

- The importance of retaining Libraries buildings in the town centres and communities in which they are based;
- The importance of ensuring that the current accessibility of the Libraries is maintained, particularly for disabled people, for those people who have mobility problems and for those people who do not have access to a car;
- Avoiding building closures (which could result in the disposal of those buildings) means that future investment in those services remains possible, assuming greater levels of funding become available at some point in the future. Closing Library buildings means that they will almost certainly be lost forever.

If all of the buildings are to be retained, the only realistic way of making significant budget savings is to reduce the staffing budget and reduce the opening hours of the Libraries. However, it is the Council's intention to retain as much of the existing service as possible, through adopting a "co-produced libraries" model. Through this model, the service will still be Council led and funded, with professional staff employed, but with significant support from volunteers. In Havering we propose to call the Library service the "Partnership Library Service", so that the vital role that is to be played by both volunteers and Council employed staff is recognised.

The new delivery model envisages the four strategically most important Libraries (Romford, Hornchurch, Harold Hill and Rainham) opening at least 50 hours a week and the remaining six Libraries (Upminster, Elm Park, South Hornchurch, Collier Row, Harold Wood and Gidea Park) opening at least 25 hours a week. The opening hours would include evening periods and Saturday opening. As set out above, these hours would be the "core opening hours" (i.e. the minimum opening hours); but the intention would be to increase those opening hours, with the help of trained volunteers.

It is intended that the "Partnership Library Service" model will be extended to include the delivery of the Local Studies and Family History Service, the Housebound Service and the work of the Reader Development team by volunteers.

The proposed new delivery model for the Library service retains the existing book stock and computer budgets, so Library users will have access to the same range of book stock and computer services as they do now; plus users will also be able to access the same level of service through the London Library consortium. The new delivery model also includes users paying a small sum to use computers, to help achieve the required budget

savings and to help manage usage at busy times. A charge of 50p per hour is proposed.

The new delivery model also envisages the Library service developing new ways to generate income through new membership arrangements, philanthropy, donations and sponsorship.

Havering also now has an excellent online library service that provides downloadable audio and e-books, access to the library catalogue (which includes the catalogues of the other London Library Consortium members), and facility to renew and reserve items online. In addition, there is a wide range of online resources, courses and materials - these include encyclopaedias, magazines and newspapers, business resources, online languages, business, educational and leisure courses. The online service will continue to be promoted to increase accessibility of the library.

It is very likely that the proposed delivery model will affect staff currently working in the libraries, including people in supported employment via the Rose Program (Realistic Opportunities for Supported Employment). The impact on staff members will be subject to a separate equality impact assessment.

Age: Consider the full range of age groups	
<i>Please tick (✓) the relevant box:</i>	
Positive	<p>Overall impact:</p> <p>Whilst the proposals will impact Library users of all ages, there may be a disproportionate impact on some age groups.</p> <p>Across all Library branches, the age group with the most active library users is 5-9 (15.7%) , followed by 0-4 (12.7%) and then 10-14 (10.8%), representing almost one third of all library users.</p> <p>This is disproportionately higher compared to the number of residents in these age groups living in the Borough, respectively: 5-9 (5.6%), 0-4 (4.7%) and 10-14 (6.0%). The proposals are therefore likely to disproportionately affect these age groups.</p> <p>Although there is no quantitative evidence, anecdotal evidence suggests Libraries are used by older residents during week days. A reduction in weekday opening hours in some branches will occur unless that is mitigated by the involvement of volunteers to extend opening hours back to the current levels. This may mean that these residents stop using that library as frequently as before, although there will still be a range of opening hours available across the borough. In addition, a reduction in opening hours in some libraries could mean a reduction in activities run in libraries, such as Knit and Natter, Baby Bounce, Young at Heart etc., which are primarily attended by older residents and parents with younger children. This will depend on the involvement and role of volunteers which may mitigate the reduction in opening hours. The proposals may negatively impact small children and their parents, as well as older residents.</p>
Neutral	
Negative	
Negative	✓

	<p>The Housebound Service is for people who are housebound either for a temporary period of time (i.e. coming out of hospital) or as an ongoing service for people who meet the criteria (people who cannot get to a library based on age, illness or disability). The primary users of this service are older people. Whilst the proposal envisages volunteers delivering this service, or a scaled down version, it likely that the proposals will have a negative impact on this group.</p> <p>The Reader Development Team is primarily used by younger residents and the team interacted with 50,858 children in 2013/14 to assist them with their reading – for example the Summer Reading Challenge (There is also an adult outreach team that interacted with 6216 Adults in 2013/14). Volunteers already help deliver this service and this volunteer role could be expanded, but a reduction in paid staff in this area will have a negative impact particularly on young service users.</p> <p>The virtual or online library has seen an increase in virtual visits in recent months. This service will continue to be promoted as it increases accessibility of the library for all age groups.</p>
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Evidence:

Across all Library branches, the age group with the most active library users is 5-9 (15.7%) , followed by 0-4 (12.7%) and then 10-14 (10.8%) (Data from Library Profiles 2012). This is disproportionate to the number of residents in these age groups across the borough; 5-9 (5.6%), 0-4 (4.7%) and 10-14 (6.0%). The proposals may therefore negatively impact these age groups. (2011 Census data)

In total there are 22,218 residents aged 0-15 registered with the Library Service. This represents 25% of all those registered (service level data). Again, this is disproportionate to the percentage of young people in this age group in the borough (0-14 - 16.3%) (Census data 2011)

There has been a significant increase in the number of people visiting the online library – 375,446 hits in Quarter 1 of 2014/15 compared to 103,290 hit in Quarter 1 of 2013/14. The intention is to further promote the online access to the library services as it is available 24/7.

Sources used:

Library Profiles 2011 based on local service data, national population statistics and Mosaic Customer Profiling.

Census 2011

Service level data 2013/14 and 2014/15

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	Overall impact:

Positive		<p>A reduction in opening hours and staff will mean a reduction in activities that are currently run in libraries. This will be mitigated if volunteers are able to support some activities. The Library Service does have some activities directly aimed at residents with a disability, for example the reading group for deaf people, a 'listening' reading group for visually impaired or blind people and events such as "Celebrates" and "Make A Noise in Libraries Fortnight" which again are for visually impaired or blind people.</p> <p>The Reader Development Team works with pupils from Corbets Tey School and Dycorts School, which are both schools for pupils with special education needs. The Team also works with the Romford Autistic Group to offer better access to our services and support to young people, parents and their carers. A reduction in opening hours and staff will limit the Service's ability to work with these groups in the future.</p>
Neutral		
Negative	✓	
		<p>The Housebound Service is primarily used by disabled service users and older residents who would not otherwise be able to access library services. One of the criteria for using the service is that a resident is not able to get to a library because of disability. Whilst the proposal envisages volunteers delivering this service, or a scaled down version, the proposals may have a negative impact on this group.</p> <p>The Library Service has 8 people in supported employment via the Rose Program (Realistic Opportunities for Supported Employment). As part of the proposal the impact on these members of staff will be reviewed along with all Library staff.</p>
Evidence:		
No data on Library users with disabilities is collected. Evidence used is anecdotal.		
Sources used:		
N/A		

Sex/gender: Consider both men and women		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive		The Library service has significantly more users who are female than male. This can be seen across all libraries across the borough and all age groups. The proposals are therefore likely to have a disproportionate impact on girls and women.
Neutral		

Negative	<input checked="" type="checkbox"/>	
Evidence:		
<p>The percentage of female Library Users is 63%, compared to males at 37%. This is disproportionate to the number of females (52%) and males (48%) in the borough (2013 Mid-year population estimates, Office of National Statistics). The proposals will therefore have a disproportionately high impact on girls and women.</p>		
Sources used:		
<p>Library Profiles 2011 based on local service data, national population statistics and Mosaic Customer Profiling.</p> <p>2013 Mid-year population estimates, Office of National Statistics</p>		

Ethnicity/race: Consider the impact on different ethnic groups and nationalities		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	<p>The majority of service users are White British (86%) so this group is more likely to be affected by the proposals, particularly those from deprived background. However, the proportion of Library users who are White British is broadly comparable to the proportion of White British residents living in the Borough.</p> <p>There is an underrepresentation of other ethnic groups who are Library users compared to the wider ethnic profile of the Borough.</p> <p>While based on the service level data we hold there doesn't appear to be a disproportionate impact on Black and Minority Ethnic (BME) residents, there might be libraries where certain BME groups could be negatively affected, particularly in the more ethnically diverse wards that tend to also be more deprived (see also the section on socio-economic groups).</p>
Neutral	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
<p>Of the 16,366 Library users who have provided their ethnicity, 86% are White, the same proportion of White residents in the borough, also 86%. The number of Black Library users (3.7%) is an underrepresentation of Black residents in the borough (7%). This is also true of Asian Library Users (3.1%) and Asian residents (5.4%). However, there is a time lag between the two data sets; Library profiles 2011 and 2012 Round SHLAA ethnic group projection - final, Greater London Authority respectively.</p>		

Sources used:

Library Profiles 2011 based on local service data, national population statistics and Mosaic Customer Profiling.

2012 Round SHLAA ethnic group projection - final, Greater London Authority

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

*Please tick (✓)
the relevant box:*

Overall impact:

Not known

Positive

Neutral

Negative

Evidence:

We do not hold data on the religious profile of libraries' service users but it is envisaged that the proposals will not have a disproportionate impact on this group.

Sources used:

N/A

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

*Please tick (✓)
the relevant box:*

Overall impact:

Not known

Positive

Neutral

Negative

Evidence:

We do not hold data on the sexual orientation profile of libraries' service users but it is envisaged that the proposals will not have a disproportionate impact on this group.

Sources used:

N/A

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: Not known
Neutral	
Negative	
Evidence: We do not hold data on the gender identity of libraries' service users but it is envisaged that the proposals will not have a disproportionate impact on this group.	
Sources used: N/A	

Marriage/civil partnership: Consider people in a marriage or civil partnership	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: Not known
Neutral	
Negative	
Evidence: We do not hold data on the marital status of libraries' service users but it is envisaged that the proposals will not have a disproportionate impact on this group.	
Sources used: N/A	

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: The Library Service has no data on service users' pregnancy, maternity or paternity status.
Neutral	
Negative	

Evidence:

The Library Service has no data on service users' pregnancy, maternity or paternity status.

Sources used:

N/A

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

No data on socio-economic status is measured.

Evidence:

As the table below shows, the most active library users are in Upminster at 17%, which is the least deprived ward in the Borough. However other wards with a high percentage of active users include Gooshays, the most deprived area of the Borough and Romford Town, which is ranked 6th in terms of deprivation. Residents in these wards from low income or financially excluded backgrounds are likely to be most affected by the proposals.

Ward	% of Population who are active library users	Deprivation Rank
Gooshays	14%	1
Heaton	10%	2
South Hornchurch	12%	3
Havering Park	12%	4
Brooklands	9%	5
Romford Town	13%	6
Harold Wood	12%	7
Rainham and Wennington	11%	8
Mawneys	12%	9
Elm Park	14%	10
St Andrew's	13%	11
Hylands	12%	12
Pettits	12%	13
Squirrel's Heath	14%	14
Hacton	12%	15
Emerson Park	13%	16
Cranham	13%	17
Upminster	17%	18

NB. Rank 1 = Most deprived ward, Rank 18 = least deprived ward.

Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards, Department of Communities and Local Government, 2011

Sources used:

Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards, Department of Communities and Local Government, 2011

Library Profiles 2011 based on local service data, national population statistics and Mosaic Customer Profiling

DRAFT

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
All	Library Profiles 2011 are now outdated and data is patchy so doesn't allow us to fully assess the impact on people with protected characteristics	Update the Library Profiles and ensure that all relevant protected characteristics are collected and monitored. Use data to inform decision-making related to the future of libraries	Culture and Leisure Service to review new profiles. It will need to be agreed how often the profiles will be updated in the future. Monitoring officers will include Policy, Marketing and Administration Manager in Culture and Leisure Services and analyst in the Corporate Policy Team.	December 2014	Analyst in Corporate Policy

Equality Impact Assessment (EIA)

Document control

Title of activity:	Budget Proposals for Havering Music School
Type of activity:	Budget Proposals
Lead officer:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Approved by:	Cynthia Griffin, Group Director, Culture, Community and Economic Development
Date completed:	August 2014
Scheduled date for review:	Following a review of the proposals, the EIA will be revised in January 2015.

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

9. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Budget Proposals for the Music School
2	Type of activity	Budget Proposals
3	Scope of activity	<p>Havering Music School has revised and refreshed the way it operates and a new charging policy has been successfully trialled in schools. The policy offers the same tuition packages wherever lessons take place but charges all parents directly (historically schools have collected parental fees). This presents an opportunity to reduce overhead costs and increase income further. Following the trial, the model is now being rolled out across the borough.</p> <p>It is proposed that the new model is now rolled out to all schools in the borough.</p>
4a	Is the activity new or changing?	Yes - changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	N/A

Completed by:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Date:	September 2014

10. Equality Impact Assessment

Background/context:

The Council has reduced its subsidy to Havering Music School (HMS) in the last two years and the Music School have responded positively by revising their operating arrangements and pricing structure. This has now been successfully trialled in schools. The revised arrangements offer the same tuition packages wherever lessons take place, but charges all parents directly (historically schools have collected parental fees). This presents an opportunity to reduce overhead costs and increase income further. Following the trial, the model is now being rolled out across the Borough.

HMS services are available to any and all children living and/or in education in the Borough so all families and children may potentially be considered to be affected. In practice, our present customer base within the Borough is around 3,000 for weekday school tuition and about 460 at the Saturday and Weekday Music Centres.

It should be noted that under the proposed direct charging scheme overall annual costs will rise to fund the considerable increase in activity offered to HMS students. HMS currently invoices schools for 37 weeks' tuition a year and schools mostly pass this charge onto parents in three termly payments. The proposed scheme will charge parents directly for 52 weeks per year but partners/carers will have the option to pay monthly thereby spreading the costs over twelve months.

The new charging policy has also standardised the packages available, making it much easier for both students and parents to understand. Although as stated there will be a rise in cost, there has been a considerable increase in the offer provided. Parents are now able to choose from the three packages available, as shown below.

	Lesson	Musician-ship Class	Ensemble	Summer School	Cost per week
BRONZE	20 minutes paired (or 3 in 30 mins)	30 minutes per week	30 minutes per week	-	£ 6.50
SILVER	30 minutes paired (or individual 15 mins)	30 minutes per week	60 minutes per week	1 week	£10.50
GOLD	30 minutes individual	30 minutes per week	unlimited	1 week	£16.00

The Council therefore anticipates that, despite the annual costs increase, both HMS students and parents/carers will benefit from the proposed scheme: HMS students will enjoy a much wider and improved HMS programme offer and their parents/carers will be able to spread the costs over twelve payments which will make tuition more affordable and easier to budget for.

Schools will continue to operate policies for remission of fees and cover the cost of tuition for students who qualify. Eligibility criteria, level of funding, process and funding source are discussed with each school and agreed before the school converts to the Direct Debit scheme (or before HMS tuition starts for the first time). In most cases schools choose to fund this provision from the Pupil Premium but this is at their discretion and some may choose to pay for it from other budgets. HMS will review remission of fees with each school periodically.

One of the drivers for introducing this charging scheme is the fact that the council is currently dependent on schools for the promotion of the services and collection of fees and have in the past relied on their taking an inclusive approach. In consequence we have, at an organisational level, a limited understanding of who our customers actually are.

Consultation has been undertaken with primary and secondary schools, who largely welcome the move, although secondaries have by and large been more cautious in their support. School staff we have consulted all agree that monthly payments will be popular with parents. Feedback from parents who are already invoiced termly (for Saturday and Weekday Music Centres) is that monthly payment options would be welcome.

HMS is constantly looking for new ways of improving access and increasing participation in our activities and services so that everyone can flourish, particularly children from vulnerable and disadvantaged groups, and thereby is actively promoting equality of opportunity and fostering good community relations. Participation in music and other culturally related community projects provides a focus for social activity, reducing isolation, and bringing together people of diverse cultures, ages and backgrounds in a context of mutual understanding and sharing.

The new charging scheme is an opportunity to explain directly to parents/carers the educational and social benefits that children enjoy as a result of participation in musical activity. We will exploit this and the closer links with our paying customers, to effectively communicate the opportunities we can offer through our wide range of partnerships, with the aim of maximising positive impact, by transforming people's quality of life through participation in and enjoyment of culture.

As the proposal will increase ensemble and theory opportunities during the week, groups who may be unable to participate on Saturdays will have increased opportunities at other periods. Furthermore, the new scheme will result in new ensembles and theory classes in schools all over the Borough, making these opportunities more accessible to less well-off families, who may otherwise have difficulty travelling to our Saturday and Weekday Centres in Hornchurch.

Age: Consider the full range of age groups	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Not known
Neutral	
Negative	
Evidence:	
<p>HMS services are available to any and all children up to the age of 18 living and/or in education in the Borough so all families and children may potentially be considered to be affected. In practice, our present customer base within the Borough is around 3,000 for weekday school tuition and about 460 at the Saturday and Weekday Music Centres.</p> <p>At present there is no detailed data available on the age breakdown of HMS users.</p>	
Sources used:	
N/A	

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Not known
Neutral	
Negative	
Evidence:	
<p>No information on disability is currently available. The Borough's datasets do not permit us to cross-reference against Special Educational Need information.</p>	
Sources used:	
N/A	

Sex/gender: Consider both men and women	
<i>Please tick (✓) the relevant box:</i>	Overall impact:

Positive		More girls are members of HMS compared to boys (ages 0-18). Girls are therefore more likely to benefit from the proposed changes than boys. Conversely less boys will benefit so an overall neutral score has been given
Neutral	✓	
Negative		
Evidence:		
<p>HMS's data return to the DfE for the academic year 2011-12 shows that 42% of our students were boys and 58% girls, compared to 51% boys and 49% girls in this age group across the borough (ONS Mid-year population estimates Custom Age Tool 2013).</p> <p>Although more recent statistics are not available, anecdotally we believe the percentage of girls has increased further over the last few years.</p>		
Sources used:		
<p>DfE data 2011/12</p> <p>ONS Mid-year population estimates Custom Age Tool 2013</p>		

Ethnicity/race: Consider the impact on different ethnic groups and nationalities		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive		<p>Some groups will benefit and others be disproportionately affected. The majority of HMS students are White British (73%) which is lower than the percentage of this age group living in the Borough (82%) (Those aged 0-19 Census 2011). There will therefore be no disproportionate impact on White British children and their families.</p> <p>Ethnicity information is collated from the Borough's central student records and shows that engagement is high among children of non-White origin.</p> <p>Black children stand out, making up 13.94% of our students compared to the percentage of Black residents in the borough (7%). There is also a higher percentage of Chinese students at HMS (1.65%) compared to the percentage of Chinese residents in the borough (0.7%).</p> <p>Chinese, Other and Mixed origin children appear to out-perform the average at all levels, but especially at NQF level 3. Black children appear to underperform at NQF2 and NQF3 particularly, although this may reflect a bulge in the number of beginners.</p> <p>The proposals therefore are also likely to benefit ethnic minority groups, particularly Black and Chinese, in the Borough.</p>
Neutral	✓	
Negative		

Evidence:

The tables below show the breakdown of ethnicity for HMS, and achievement by different ethnic group (Borough's central student records).

	Total	Pre NQF level 1	NQF level 1	NQF level 2	NQF level 3	
White	73.20%	62.24%	28.96%	6.11%	2.69%	100.00%
Mixed	6.27%	64.04%	25.28%	6.18%	4.49%	100.00%
Asian	4.23%	65.00%	29.17%	3.33%	2.50%	100.00%
Black	13.94%	74.75%	21.46%	2.78%	1.01%	100.00%
Chinese	1.65%	38.30%	31.91%	23.40%	6.38%	100.00%
Other	0.70%	70.00%	15.00%	10.00%	5.00%	100.00%
	100.00%					

These figures have been compared to the ethnic profile of the borough (2012 Round SHLAA ethnic group projection - final, Greater London)

2014 (projection)	Percentage of population (%)	Percentage breakdown of Ethnicity for HMS (%)
White	85.7%	73.20%
Black	7%	13.94%
Asian	5.40%	4.23%
Chinese	0.7%	1.65%
Other	1.2%	0.70%

Although not directly comparable (SHLAA projections do not account for 'Mixed'), the figures illustrate that HMS has a disproportionately lower number of White British Students compared to the percentage of White British residents in the Borough and disproportionately higher number of Black and Chinese Students that Black and Chinese residents in the borough.

Sources used:

Borough's central student records

2012 Round SHLAA ethnic group projection - final, Greater London

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Please tick (✓) the relevant box:

Positive

Neutral

Overall impact:

Not known

Negative	<input type="checkbox"/>	
Evidence: No data is currently available.		
Sources used: N/A		

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: No information is collected on sexual orientation.		
Sources used: N/A		

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: No information is collected on gender reassignment.		
Sources used: N/A		

Marriage/civil partnership: Consider people in a marriage or civil partnership		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: No information is collected on marriage/civil partnership.		
Sources used: N/A		

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: No information is collected on pregnancy, maternity and paternity.		
Sources used: N/A		

Socio-economic status: Consider those who are from low income or financially excluded backgrounds		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It should be noted that under the proposed direct charging scheme overall annual costs will rise to fund the considerable increase in activity offered to HMS students. HMS currently invoices schools for 37 weeks' tuition a year and schools mostly pass this charge onto parents
Positive	<input type="checkbox"/>	
Neutral	<input checked="" type="checkbox"/>	

<p>Negative</p>	<p>in three termly payments. The proposed scheme will charge parents directly for 52 weeks per year but partners/carers will have the option to pay monthly thereby spreading the costs over twelve months.</p> <p>The Council therefore anticipates that, despite the annual costs increase, both HMS students and parents/carers will benefit from the proposed scheme: HMS students will enjoy a much wider and improved HMS programme offer and their parents/carers will be able to spread the costs over twelve payments which will make tuition more affordable and easier to budget for, particularly for lone parents and families on low incomes.</p> <p>School staff we have consulted all agree that monthly payments will be popular with parents. Informal feedback from parents whom we already invoice termly (for Saturday and Weekday Music Centres) is that monthly payment options would be welcome.</p> <p>At present, HMS is also not aware which of its students are eligible for the Borough's remission of fees scheme, as families apply directly and confidentially to the relevant Borough department and schools fund remissions. We will become more aware of this as we roll out the new scheme throughout the Borough.</p> <p>As the proposal will increase ensemble and theory opportunities during the week, groups who may be unable to participate on Saturdays will have increased opportunities at other periods. Furthermore, the new scheme will result in new ensembles and theory classes in schools all over the Borough, making these opportunities more accessible to less well-off families, who may otherwise have difficulty travelling to our Saturday and Weekday Centres in Hornchurch.</p>
<p>Evidence:</p> <p>No data currently available.</p>	
<p>Sources used:</p> <p>N/A</p>	

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
Age Gender Disability Religion Socio-economic disadvantage	Data is patchy so doesn't allow us to fully assess the impact on children with protected characteristics	As we roll out the new charging scheme across the borough, more data on students will be collected	Data provided will allow us to evaluate the impact of proposals on residents. It will also allow us to review the impact of the new scheme.	December and throughout 2015	Gary Griffiths

Equality Impact Assessment (EIA)

Document control

Title of activity:	Older Adults (Better Care Fund, Older Adults and Royal Jubilee Court)
Type of activity:	<p>Better Care Fund - Protection of adult social care spending in areas that support the delivery of improved health-related outcomes.</p> <p>Older Adults - Ensure that we are receiving maximum value for money and that services are person-centred and outcomes-focussed. Also, we will look to introduce a cap on the total cost of a care package / personal budget that is not more than the average cost of residential and nursing care.</p> <p>Royal Jubilee Court - Closure of the reablement and step-down service.</p>
Lead officer:	Barbara Nicholls, Head of Service, Children, Adults and Housing
Approved by:	Joy Hollister, Group Director, Children, Adults and Housing
Date completed:	18 th August 2014
Scheduled date for review:	January 2016

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

11. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@haverling.gov.uk

About your activity

1	Title of activity	Older Adults (Better Care Fund, Older Adults and Royal Jubilee Court)
2	Type of activity	<p>Better Care Fund - Protection of adult social care spending in areas that support the delivery of improved health-related outcomes.</p> <p>Older Adults – Ensure that we are receiving maximum value for money and that services are person-centred and outcome-focused. Also, we will look to introduce a cap on the total cost of a care package / personal budget that is not more than the average cost of residential and nursing care.</p> <p>Royal Jubilee Court - Closure of the reablement and step-down service.</p>
3	Scope of activity	<p>Better Care Fund - In 2015/16 the new Better Care Fund will launch. This pooled budget is aimed at supporting health and social care integration, through transforming services to work more closely together in local areas. The focus will be on enabling improved collaboration work, joint commissioning, better data-sharing, seven-day working across health and social care services, and the protection of social care services.</p> <p>For the Council this means that some services will be funded via the Better Care Fund to help achieve these aims. These services include the new Joint Assessment and Discharge, and Integrated Cluster Community Teams, reablement / enablement, assistive technology, and sign-posting services. The fund will also be used to support the implementation of the Care Act through sustainable service delivery models.</p> <p>Older Adults - We will review our operating model for older adults, and ensure that we are receiving maximum value for money and that services are person-centred and outcomes-focussed. In addition, we will look to introduce a cap on the total cost of a care package / personal budget that is not more than the average cost of residential and nursing care. This may be necessary in order to both deliver savings and help mitigate against</p>

		<p>future demand pressures from an ageing population.</p> <p>Royal Jubilee Court - Royal Jubilee Court (RJC) provides sheltered housing, retirement housing, and supported housing for older adults. There is also a reablement and step-down service that is provided through a contract with an external provider.</p> <p>We are proposing to close the reablement element of this Council-run service and will look at alternative uses for Royal Jubilee Court. People who would have accessed reablement through RJC will access this instead from the community teams.</p> <p>Also, it should be noted that improved integrated services resulting from the Better Care Fund could result in a drop in demand for Royal Jubilee Court.</p>
4a	Is the activity new or changing?	Yes - changing
4b	Is the activity likely to have an impact on individuals or groups?	<p>Better Care Fund – No</p> <p>Older Adults – Yes</p> <p>Royal Jubilee Court – No</p>
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	<p>Better Care Fund - Health-related spend will be funded via the Better Care Fund. It is anticipated that this activity will have no impact on individuals or groups.</p> <p>Royal Jubilee Court - People who would have accessed reablement through Royal Jubilee Court will access this instead from the community teams i.e. they will still receive the same level of service but not at this setting. For instance, they might receive reablement at their own home. It is anticipated that this activity will have no impact on individuals or groups.</p>
Completed by:		Barbara Nicholls, Head of Service, Children, Adults and Housing
Date:		18 th August 2014

12. Equality Impact Assessment

Background/context:

Increasing demographic pressures mean that the current operating model for older adults is unsustainable in the future. For example:

- Havering has the highest proportion of older people (18%) in London;
- People are living longer and are entering the system with more complex needs;
- Havering's population is predicted to rise by 13.5% by 2021, and is growing at a faster rate than the England average;
- The 65+ population in Havering is expected to grow the fastest overall in the future, increasing by 16% by 2021. The fastest growth is in the 90+ age, expected to increase by 70% by 2021;
- We are anticipating an increase in the numbers of people requiring a statutory assessment of need with the introduction of the Care Act in April 2015.

Our role is to focus on the person and their needs, their choices and what they want to achieve. We must improve the uptake and quality of personalised services by ensuring that personal budgets, direct payments, outcomes-based and needs-led assessment, self-directed support, health and well-being, family and community support, and care and support plans, are all prioritised in-line with the national agenda.

Within the [Care Act](#) - due to be implemented in April 2015), carers will (for the first time) be recognised in the law in the same way as those they care for, including carers' rights to assessments and support. Currently, carers do not have a legal right to receive support, although local authorities can provide support (e.g. respite care) at their discretion. This means that access to assessment and the range of support on offer can vary considerably.

The Care Act will, for the first time, establish national eligibility criteria. The guidance is currently in draft, and sets out the national minimum threshold for eligibility, which will be consistent across England. At the moment, each local authority sets its own eligibility threshold based on guidance. This means that the amount, and type, of care that is provided by a local authority can vary depending on where a person lives. While assessments tend to focus on what service should be provided, rather than on what the person actually needs or wants.

Havering is committed to reviewing our operating model to ensure that it is sustainable in the future, and supports as many people as possible to live independently in the community. We will focus on improving the outcomes and wellbeing of older adults living in Havering, and will work in partnership with other agencies to implement the Care Act.

However, we will look to introduce a cap on the total cost of a care package / personal budget that is not more than the average cost of residential and nursing care. This may be necessary in order to both deliver savings and help mitigate against future demand pressures from an ageing population (and during a time of unprecedented financial austerity across local government).

We will review this Equality Impact Assessment in January 2016, by which time the Care Act will be in the implementation phase, and we will start to see evidence and the impact of these changes.

Age: Consider the full range of age groups																						
<i>Please tick (✓) the relevant box:</i>																						
Positive	<p>Overall impact:</p> <p>The age groups that are most likely to be affected by this project are older adults (65+) who receive Adult Social Care services (5,545 people), The carers of these service users, many of whom are older adults will also be impacted (1,670 people).</p> <p>Of the affected age groups, older adults who are between the ages of 80-84 (23% of current service users), 85-89 (26%) and 90+ (22%) are more likely to receive a service from Adult Social Care, and will be disproportionately affected compared to other older adults from other affected groups (between the ages of 65-79). In total, 71% (3,937 people) of older adult service users are 80+, which is 28% of the total 80+ population living in Havering.</p> <p>It is anticipated that personalised services (such as personal budgets) will have a positive impact and will provide service users and their families/carers with choice and control over their services. However, for some people the proposed introduction of a cap on a care package / personal budget will result in them either meeting the difference in the cost themselves (if they would like the care package / personal budget to continue), or will mean they will need to move into a residential or nursing care home.</p>																					
Neutral																						
Negative ✓																						
<p>Evidence:</p> <ul style="list-style-type: none"> • There is a 5.7% projected growth in the overall Havering population between 2012-2017. • The 65+ population in Havering is expected to grow the fastest overall in the future, increasing by 16% by 2021. The fastest growth is in the 90+ age, expected to increase by 70% by 2021. • 80% of carers are aged 65+. • Breakdown of service users and residents by age group: <table border="1"> <thead> <tr> <th>Age Range</th> <th>% of Residents 65+</th> <th>% Service Users 65+</th> </tr> </thead> <tbody> <tr> <td>65-69</td> <td>29%</td> <td>6%</td> </tr> <tr> <td>70-74</td> <td>21%</td> <td>7%</td> </tr> <tr> <td>75-79</td> <td>19%</td> <td>16%</td> </tr> <tr> <td>80-84</td> <td>16%</td> <td>23%</td> </tr> <tr> <td>85-89</td> <td>10%</td> <td>26%</td> </tr> <tr> <td>90+</td> <td>5%</td> <td>22%</td> </tr> </tbody> </table> <p>The table clearly shows that service users aged 80+ are significantly over-represented compared to the 80+ older adults population living in Havering.</p> <p>Relevant benchmarking data shows that Havering is in the:</p> <ul style="list-style-type: none"> • Lowest quartile in England for 'overall satisfaction of people who use services with their care and support.' • Lowest quartile in England for 'social care-related quality of life.' • Lowest quartile in England for 'proportion of people who use services who have 		Age Range	% of Residents 65+	% Service Users 65+	65-69	29%	6%	70-74	21%	7%	75-79	19%	16%	80-84	16%	23%	85-89	10%	26%	90+	5%	22%
Age Range	% of Residents 65+	% Service Users 65+																				
65-69	29%	6%																				
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75-79	19%	16%																				
80-84	16%	23%																				
85-89	10%	26%																				
90+	5%	22%																				

control over their daily life.'

- Lowest quartile in England for 'proportion of people using social care who receive self-directed support, and those receiving direct payments.'

Havering has the highest proportion of older people (18% in London, and as such providing support for carers is critical to the successful delivery of this project

The aim of this project is to support as many as people as possible to live independently in the community, and help them to maintain/improve their health and wellbeing. These are major themes within the Care Act and the Better Care Fund.

The negative impact of this project will be mitigated by ensuring that:

- We focus on strengthening communities;
- We maximise the opportunities for improving services, outcomes and wellbeing through greater integration with Health via the Better Care Fund;
- We provide services for our most vulnerable older adults and those who have an assessed need, as well as supporting carers who meet the criteria for respite services to have a break from their caring role (improving support for carers is an important theme throughout the Care Act);
- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.

It is also worth noting that other concurrent projects are looking at how we can support and enable communities to become more resilient and self-sufficient, as well other projects that are focusing on early help, intervention and prevention initiatives. This is an acknowledgement that it is normally far better for the wellbeing of people to avoid entering the social care system in the first place.

Sources used:

- 2013 Round SHLAA population projections (based on Havering population of 241,289 in 2012), Greater London Authority
- 2011 Census
- Current list of older adults service users from Swift
- Adult Social Care Outcomes Framework (ASCOF) 2012/13
- 2013 Mid-year population estimates, Office of National Statistics

There is a great deal of evidence and research nationally around the positive impacts of the personalisation agenda in social care (and why traditional services often hinder people's ability to improve their outcomes and wellbeing), and we have used this to inform elements of this project. There are too many examples of evidence to list here, but the ['Care and Support Statutory Guidance'](#), issued under the [Care Act](#) 2014, provides a comprehensive evidence base and case studies.

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	
Positive	<p>Overall impact:</p> <p>87% of older adult service users have a physical disability (including 83% of older adult service users who are either frail or have a temporary illness), while 10% have a mental health problem (including 8% of older adult service users who have dementia) and 1% have a learning disability.</p> <p>As regards 'Disability', all older adults who receive Adult Social Care services have met the Council's eligibility criteria, and are considered to have a disability as defined by the Equality Act 2010. We will continue to provide services to individuals who are assessed as having needs that meet the new national eligibility criteria within the Care Act.</p> <p>80% of carers are 65+ and are themselves likely to require support themselves to continue in their caring role. As stated previously, however, improving support for carers is an important theme throughout the Care Act. For the first time, carers will be recognised in the law in the same way as those they care for, including carers' rights to assessments and support.</p>
Neutral	
Negative ✓	
<p>Evidence:</p> <p>Havering has the highest proportion of older people in London (18% or 44,815 people), and a significant number of people providing unpaid care (25,214 people), and as such providing support for carers is critical to the successful delivery of this project and any changes to our operating model.</p> <ul style="list-style-type: none"> • 22,320 (52%) of older adults (aged 65+) have a disability or long term illness/health condition. • 87% of older adult service users have a physical disability. Of these, 96% are frail or have a temporary illness, 3% have a visual impairment, and 1% have a hearing impairment. • 80% of carers are aged 65+. <p>Relevant benchmarking data shows that Havering is in the:</p> <ul style="list-style-type: none"> • Lowest quartile in England for 'overall satisfaction of people who use services with their care and support.' • Lowest quartile in England for 'social care-related quality of life.' • Lowest quartile in England for 'proportion of people who use services who have control over their daily life.' <p>As evident above, people are living longer and are entering the system with more complex needs. This trend is likely to continue, hence the need to review our operating model in-line with the recommendations of the Care Act. The negative impact of this project will be mitigated by ensuring that:</p> <ul style="list-style-type: none"> • We focus on strengthening communities; • We maximise the opportunities for improving services, outcomes and wellbeing through greater integration with Health via the Better Care Fund; • We provide services for our most vulnerable older adults and those who have an 	

assessed need, as well as supporting carers who meet the criteria for respite services to have a break from their caring role;

- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.
- Lowest quartile in England for 'proportion of people using social care who receive self-directed support, and those receiving direct payments.'

Sources used:

- Current list of older adult service users from Swift
- 2011 Census
- Adult Social Care Outcomes Framework (ASCOF) 2012/13

Sex/gender: Consider both men and women

Please tick (✓) the relevant box:

Overall impact:

Positive

67% of older adult service users are women, compared to 52% of the total female population of Havering. This means that female service users will be disproportionately affected by the project compared to male service users.

Neutral

Furthermore, 68% of carers of older adult service users are again female, which means that the negative impact of the project will disproportionately affect women both as service users and carers of service users.

Negative

✓

As stated previously, however, improving support for carers is an important theme throughout the Care Act. For the first time, carers will be recognised in the law in the same way as those they care for, including carers' rights to assessments and support. It is therefore envisaged that female carers will be positively impacted by the proposed legal changes related to carers.

Evidence:

52% of Havering's current population (125,848 people) are girls and women, while 48% of Havering's current population (116,232 people) are boys and men.

The larger percentage of females in Havering may in part be explained by the longer female life expectancy: 84.1 years for women compared to 79.1 years for men.

67% of older adult service users and 68% of carers of older adult service users are women, which means that the negative impact of the project will disproportionately affect women both as service users and carers of service users.

- Breakdown of older adult service users by gender:

Service User Group	% Male	% Female
Physical Disability	86%	87%

Learning Disability	1%	1%
Mental Health	10%	11%
Other	3%	1%

The negative impact of this project will be mitigated by ensuring that:

- We focus on strengthening communities;
- We maximise the opportunities for improving services, outcomes and wellbeing through greater integration with Health via the Better Care Fund;
- We provide services for our most vulnerable older adults and those who have an assessed need, as well as supporting carers (two thirds of which are female) who meet the criteria for respite services to have a break from their caring role;
- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.

Havinging has a significant number of people providing unpaid care (25,214 people), and as such providing support for carers is critical to the successful delivery of this project and any changes to our operating model.

Sources used:

- 2011 Census
- 2013 Mid-year population estimates, Office of National Statistics
- Current list of older adult service users from Swift

Ethnicity/race: Consider the impact on different ethnic groups and nationalities

Please tick (✓) the relevant box:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input checked="" type="checkbox"/>

Overall impact:

The comparative statistics (below) suggests that older adults who are White British are more likely to receive a service from Adult Social Care. Therefore White British older adults may be impacted disproportionately more as a result of this project.

Although only 7% of current service users are from Black and Minority Ethnic backgrounds, including White Other, these groups are also likely to be affected by this project, particularly in the context of a projected increase in ethnic diversity in the Borough.

Evidence:

Havinging is one of London's least diverse Boroughs, with 85.7% of Havinging's population being White British.

93% of older adult service users are White British, which is disproportionately higher than the Borough profile.

The comparative statistics therefore suggests that older adults who are White British are more likely to receive a service from Adult Social Care.

However, as stated above, although only 7% of current service users are from Black and Minority Ethnic backgrounds, including White Other, these groups are also likely to be affected by this project, particularly in the context of projected increase in ethnic diversity in the Borough.

Sources used:

- 2012 Round SHLAA ethnic group projection - final, Greater London Authority
- Current list of older adult service users from Swift

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Please tick (✓) the relevant box:

Overall impact:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Not known

Evidence:

According to the 2011 Census, 66% of Havering’s population has stated that they are Christian, followed by 23% who declared that they have no religion and just below 7% who preferred not to state their religion. Other religions in the borough are Muslim (2%), Hindu (1.2%), Sikh (0.8%), Jewish (0.5%) and Buddhist (0.3%).

Due to lack of service level data we cannot fully assess the impact on this protected characteristic. However, it is not expected that service users with this protected characteristic will be negatively affected.

Sources used:

- 2011 Census

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

Please tick (✓) the relevant box:

Overall impact:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Not known

Evidence:

There is no sufficient information on sexual orientation at national or local level.

We cannot fully assess the impact on this protected characteristic due to lack of data.

However, it is not expected that service users with this protected characteristic will be negatively affected.

Sources used:

- There is no sufficient information on gender reassignment at national or local level.

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

There is no sufficient information on gender identity at national or local level.

We cannot fully assess the impact on this protected characteristic due to lack of data. However, it is not expected that service users with this protected characteristic will be negatively affected.

Sources used:

- There is no sufficient information on gender reassignment at national or local level.

Marriage/civil partnership: Consider people in a marriage or civil partnership

<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

According to the 2011 Census, 49% of Havering residents are married while 33% are single (never married or never registered a same-sex civil partnership), 8% are divorced or formerly in a same-sex civil partnership which is now legally dissolved, 8% are widowed or a surviving partner from a same-sex civil partnership, 2% are separated (but still legally married or still legally in a same-sex civil partnership) and 0.1% are in a registered same-sex civil partnership.

Due to the lack of service level data we cannot fully assess the impact on this protected

characteristic. However, we recognise married people, civil partners and couples are more likely to be affected by this project as carers.

Sources used:

- 2011 Census

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave

Please tick (✓) the relevant box:

Overall impact:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Not known

Evidence:

We cannot fully assess the impact on this protected characteristic due to lack of data. However, it is not expected that service users with this protected characteristic will be negatively affected given that the project affects older adults aged 65+.

Sources used:

- N/A

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

Please tick (✓) the relevant box:

Overall impact:

Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Not known

Multiple disadvantage is a new measure in the Census and there is not sufficient information on socio-economic status at a service level. However, there may be a disproportionately negative impact on socio-economic status from this project (see below).

Evidence:

There is not sufficient information on socio-economic status at a national or service level.

Multiple disadvantage was a new 2011 Census measure defined as the proportion of households who have one or more of the following deprivation characteristics (dimensions): no qualifications, a long-term illness, unemployment, overcrowded housing.

- 35% of the population were recorded as having 1 dimension, 21% with 2 dimensions, 4% with 3 dimensions and 0.4% with 4 dimensions.

We recognise that this project might have a disproportionately negative impact on older adults, particularly women and disabled people, from disadvantaged backgrounds and deprived areas, particularly given that:

- 67% of older adult service users are women;
- 71% of older adult service users are aged 80+;
- 16% (or 6,960 people) of Havering's population of pensionable age claim Attendance Allowance in 2013;
- A significant number of people living in Havering provide unpaid care (25,214 people);
- 4% (or 9,855 people) of Havering's population claim Disability Living Allowance in 2013;
- 2% (or 2,825 people) of Havering's population claim Incapacity Benefits in 2013;
- 80% of carers are aged 65+; and
- 68% of carers of older adult services are women.

The negative impact of this project will be mitigated by ensuring that:

- We focus on strengthening communities;
- We maximise the opportunities for improving services, outcomes and wellbeing through greater integration with Health via the Better Care Fund;
- We provide services for our most vulnerable older adults and those who have an assessed need, as well as supporting carers (two thirds of which are female) who meet the criteria for respite services to have a break from their caring role;
- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.

Sources used:

- 2011 Census
- Current list of older adult service users from Swift
- DWP data, Q02 2013

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
All	The data we hold is patchy so doesn't allow us to fully assess the impact on service users with protected characteristics	Address the gaps in service user data Use consultation feedback to inform final budget saving proposals	Final budget saving proposals are informed by service users' diversity profile and feedback EIA will be reviewed in Jan 16 and finalised action plan agreed Additional service-specific EIAs will be produced as necessary as future plans are further developed	Consultation Jan 15 EIA review Jan 16 As required	Barbara Nicholls Barbara Nicholls Barbara Nicholls

Equality Impact Assessment (EIA)

Document control

Title of activity:	Budget Proposals for the Parks Service
Type of activity:	Budget Proposals
Lead officer:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Approved by:	Cynthia Griffin, Group Director, Culture, Community and Economic Development
Date completed:	September 2014
Scheduled date for review:	Following a review of the proposals, the EIA will be revised in January 2015.

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

13. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Budget Proposals for the Parks Service
2	Type of activity	Budget Proposals
3	Scope of activity	The savings proposals for the Parks Service include the proposal to increase the charges for car parking and the number of car parks this applies to in the Borough.
4a	Is the activity new or changing?	Yes - changing Yes
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	N/A

Completed by:	Kayleigh Pardoe, Policy, Marketing and Administration Manager, Culture and Leisure, Culture, Community and Economic Development
Date:	September 2014

14. Equality Impact Assessment

Background/context:

The savings proposals for the Parks Service include the proposal to increase the charges for car parking and increase the number of car parks where the charging arrangements apply to in the Borough as set out below.

The Borough has over 100 parks and open spaces with many being amenity parks that are accessed primarily on foot by residents in neighbouring areas. This analysis focuses on the impact of those who choose or need to drive to a park

Parking restrictions in unrestricted car parks are designed to prevent long term parking by residents, commuters or shoppers which could be to the detriment of parks users. However, we recognise that parking restrictions do have the potential to displace parking to adjacent areas and also have cost implications attached to them, if people wish to park and visit the park for more than 30 minutes. This may be detrimental to others, particularly to disabled residents and people from specific socio-economic groups.

In July 2012, parking charges were introduced in Cottons Park, Lodge Farm Park (in both Carlton Road and Main Road car parks) and at Upminster Park (in both the New and Old Windmill Hall car parks) at the following times:

Cottons Park Car Park (Cottons Approach):

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 18:00 hours)

Lodge Farm Park (Main Road end):

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 18:00 hours)

Lodge Farm Park (Carlton Road end):

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 13:00 hours)

New Windmill Hall Car Park (St. Mary's Lane):

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 13:00 hours)

Old Windmill Hall Car Park (St. Mary's Lane):

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 13:00 hours)

Charges start at 20p for 0-2 hours and go up to £8.00 for 8-12 hours. There is no charge from 6pm to 8am. Saturday afternoons are free from 1pm (due to sporting events) apart from Main Road Lodge Farm Park. Sundays are free of charge.

It is proposed that parking charges are applied consistently to the four car parks mentioned above and to the car parks listed below at the following times.

Monday – Friday (8:00 – 18:00 hours)

Saturday (8:00 – 18:00 hours)

Charges start with no charge for 20 minutes and a 10 minute grace period, then up to 3 hours for £1 and go up to £8 for 8-12 hours.

The purpose of the revised tariff is to provide affordable parking for those who visit parks for a short visit or to play sport.

The car parks in the following parks and open spaces would be affected by the proposals:

- Bedfords Park
- Bretons Outdoor Recreation Centre (main)
- Bretons Outdoor Recreation Centre (overflow)
- Brittons (Ford Lane)
- Brittons (Rainham Rd)
- Broxhill Centre
- Central Park
- Cranham Brickfields
- Dagnam Park
- Gidea Park Sports Ground Depot
- Gidea Park Bowls
- Hacton Parkway and Playsite
- Harold Wood Park (Harold View)
- Harold Wood Park (Recreation Ave)
- Harrow Lodge Park (Sports Centre)
- Harrow Lodge Park (Rainham Rd)
- Harrow Lodge Park (Warren Drive)
- Haynes Park (Slewins Lane)
- Haynes Park (Northumberland Ave)
- Hornchurch Country Park (Sqn App)
- Hornchurch Country Park (South end Rd)
- Hylands Park
- King Georges Playing Field (r/o café)
- King Georges Playing Field (f/o café)
- Parklands
- Rise Park
- Rainham Recreation Ground
- The Dell
- Tylers Common
- Upminster Hall Playing Field
- Westlands Playing Fields

Age: Consider the full range of age groups	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	No data on the age of users is held. Parking restrictions in unrestricted car parks are designed to prevent long term parking by residents, commuters or shoppers which could be to the detriment of parks users.
Neutral	
Negative	

	people, people with disabilities and parents / carers with young children; as they will have greater chance of being able to park their cars in the parks where charges are to be introduced.
Evidence:	
No data on the age of park users in available – comments are based on anecdotal evidence only.	
Sources used:	
N/A	

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: No data on use of parks by people with disabilities is kept. Parking restrictions in unrestricted car parks are designed to prevent long term parking by residents, commuters or shoppers which could be to the detriment of parks users. It is envisaged that the proposals will impact positively on all age groups who wish to use the Borough’s parks, but particularly older people, people with disabilities and parents / carers with young children; as they will have greater chance of being able to park their cars in the parks where charges are to be introduced. Disabled Badge Holders must pay for parking unless the vehicle is exempt from road tax and has a tax classification DISABLED in which case 3 hours free parking is permitted with normal charges applying after 3 hours. Disabled customers are not restricted to using disabled bays only and may use any car parking bay in a car park, excluding of course, motorcycle bays if not used for the purpose of parking such a vehicle, or bays set aside for permit holders only.
Neutral	
Negative	
Evidence:	
No data on the disability of park users in available – comments are based on anecdotal evidence only.	
Sources used:	
N/A	

Sex/gender: Consider both men and women		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: We do not hold data on the sex / gender of park users.		
Sources used: N/A		

Ethnicity/race: Consider the impact on different ethnic groups and nationalities		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: We do not hold data on the ethnicity / race of park users but it is envisaged that the proposals will not have a disproportionate impact on ethnic groups.		
Sources used: N/A		

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

<p>Evidence:</p> <p>We do not hold data on the religion / faith of park users but it is envisaged that the proposals will not have a disproportionate impact on this protected characteristic.</p>
<p>Sources used:</p> <p>N/A</p>

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual							
<p><i>Please tick (✓) the relevant box:</i></p> <table border="1"> <tr> <td>Positive</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Neutral</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Negative</td> <td><input type="checkbox"/></td> </tr> </table>	Positive	<input type="checkbox"/>	Neutral	<input type="checkbox"/>	Negative	<input type="checkbox"/>	<p>Overall impact:</p> <p>Not known</p>
Positive	<input type="checkbox"/>						
Neutral	<input type="checkbox"/>						
Negative	<input type="checkbox"/>						
<p>Evidence:</p> <p>We do not hold data on the sexual orientation of park users but it is envisaged that the proposals will not have a disproportionate impact on this protected characteristic.</p>							
<p>Sources used:</p> <p>N/A</p>							

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth							
<p><i>Please tick (✓) the relevant box:</i></p> <table border="1"> <tr> <td>Positive</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Neutral</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Negative</td> <td><input type="checkbox"/></td> </tr> </table>	Positive	<input type="checkbox"/>	Neutral	<input type="checkbox"/>	Negative	<input type="checkbox"/>	<p>Overall impact:</p> <p>Not known</p>
Positive	<input type="checkbox"/>						
Neutral	<input type="checkbox"/>						
Negative	<input type="checkbox"/>						
<p>Evidence:</p> <p>We do not hold data on gender reassignment of park users but it is envisaged that the proposals will not have a disproportionate impact on this protected characteristic.</p>							

Sources used:
N/A

Marriage/civil partnership: Consider people in a marriage or civil partnership	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Not known
Neutral	
Negative	
Evidence:	
We do not hold data on marriage/civil partnership of park users but it is envisaged that the proposals will not have a disproportionate impact on this group.	
Sources used:	
N/A	

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Parking restrictions in unrestricted car parks are designed to prevent long term parking by residents, commuters or shoppers which could be to the detriment of parks users.
Neutral	
Negative	It is envisaged that the proposals will impact positively on all age groups who wish to use the Borough's parks, but particularly older people, people with disabilities and parents / carers with young children; as they will have greater chance of being able to park their cars in the parks where charges are to be introduced.
Evidence:	
No data on the pregnancy, maternity and paternity of park users in available – comments are based on anecdotal evidence only.	
Sources used:	
N/A	

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

<i>Please tick (✓) the relevant box:</i>		Overall impact: An introduction or increase of charges for car parking and the number of car parks this applies to in the Borough could have a negative impact on people on low incomes or who are from financially excluded backgrounds. The introduction of a free period could mitigate this for those that live and visit parks using cars as a means of transport in the most deprived areas of the Borough, including older and disabled residents and their carers.
Positive		
Neutral		
Negative	✓	

Evidence:

The table below lists the new parks and open spaces (in addition to those that already have car parking charges) to be affected, the ward of the park and the Ward's deprivation rank. Residents who live and visit parks using a car as a means of transport, rather than walking or cycling, in the more deprived areas of the borough such as Gooshays, Heaton, Havering Park and Brooklands, may be disproportionately affected by the proposal if they stay for more than 30 minutes.

Park	Ward	Deprivation Rank of Ward
Central Park	Gooshays	1
Dagnam Park	Gooshays	1
Broxhill Park	Heaton	2
Bedfords Park	Havering Park	4
Westlands Playing Fields	Brooklands	5
Harold Wood Park	Harold Wood	7
Tylers Common	Harold Wood	7
Rainham Recreation Ground	Rainham and Wennington	8
King Georges Playing Field	Mawneys	9
Bretons Outdoor Recreation Centre	Elm Park	10
Brittons	Elm Park	10
The Dell	St Andrews	11
Harrow Lodge Park	Hylands	12
Hylands Park	Hylands	12
Gidea Park Sports Ground Depot	Pettits	13
Rise Park	Pettits	13

Haynes Park	Squirrels Heath	14
Hacton Parkway and Playsite	Hacton	15
Hornchurch Country Park	Hacton	15
Cranham Brickfields	Cranham	17
Upminster Hall Playing Field	Cranham	17
Parklands	Upminster	18

N.b. Rank 1 = Most deprived ward, rank 18 = least deprived ward.

Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards. Department of Communities and Local Government, 2011

No further data on the socio-economic status of park users is available.

Sources used:

Table of Index of Multiple Deprivation by Lower Super Output Area in Havering Wards. Communities and Local Government, 2011

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
Socio – economic status	Introduction of higher charges after an initial free period and an increase in the number of car parks this applies to in the Borough may impact people on low incomes or who are from financially excluded backgrounds	Monitoring use of Park Car Parks, particularly in the more deprived areas of the Borough	From this action Parks staff will be able to gauge if the introduction and/or increase in charges has led to a decrease in car park usage.	1 year from the introduction of charges	Martin Stanton

Equality Impact Assessment (EIA)

Document control

Title of activity:	Voluntary and Community Sector (VCS) Review
Type of activity:	The Review will incorporate the development of a new strategy, a review of Council's VCS grants allocation arrangements and also a review of its commissioning practices.
Lead officer:	Claire Thompson, Corporate Policy and Community Manager, Culture, Community & Economic Development
Approved by:	Cynthia Griffin, Group Director Culture, Community & Economic Development
Date completed:	August 2014
Scheduled date for review:	Following an initial 3 month consultation period, this EIA will be revised and updated to reflect consultation feedback.

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

15. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@haverling.gov.uk

About your activity

1	Title of activity	Voluntary and Community Sector (VCS) Review
2	Type of activity	The Review will incorporate the development of a new strategy, a review of Council's VCS grants allocation arrangements and also a review of its commissioning practices.
3	Scope of activity	<p>It is likely that the review will incorporate four workstreams addressing the following:</p> <ol style="list-style-type: none"> 1. A new Voluntary Sector Strategy – this will set out the outcomes the Council wants to achieve in terms of how it works with the VCS 2. A review of Infrastructure (support provided to the voluntary sector for capacity building, funding, training, strategic engagement, etc.) – outputs will include a recommendation on how infrastructure services are provided in future, and to what specification 3. A review of the Council's VCS grants allocation arrangements 4. A review of the Councils' VCS commissioning arrangements (mainly within social care where services are commissioned the most). <p>The review needs to achieve savings of £1.145m (as set out in the Cabinet report of 3rd September 2014).</p> <p>The review will not seek to change the discretionary rate relief or equitable rents policy at this time.</p>
4a	Is the activity new or changing?	Yes - changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes

5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
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Completed by:	Claire Thompson, Corporate Policy and Community Manager, Culture, Community & Economic Development
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Date:	August 2014
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16. Equality Impact Assessment

Background

The Council is undertaking a review of its strategic and funding relationship with the voluntary and community sector (VCS), to ensure that the investments it makes into community projects and voluntary sector services address residents' needs, reduce demand on public services and provide value for money for the taxpayer. This will include reviewing the grants and contracts currently in place with community groups and voluntary sector organisations, including the services provided by Havering Association of Community and Voluntary Organisations (HAVCO). A new voluntary sector strategy will also be developed, and consulted on as part of this review.

The review will aim to save the Council at least £1m. The review may also result in changes to the way infrastructure support is provided to the voluntary sector, depending on the outcome of consultation with the sector.

Once the review is completed, further Equality Impact Assessments will be carried out before any recommendations are submitted to Members for consideration.

Funding

In 2013/14, the Council spent approximately £8.7m funding services from the voluntary and community sector, including:

- Core funding grants to organisations (e.g. HAVCO and Citizens Advice Bureau)
- Small grants for community projects
- Larger contractual arrangements for specific commissioned services (mainly in social care).

Not all the £8.7m comes from the Council's general fund – £1.2m of this is external funding for specific purposes (e.g. MOPAC grant) that it uses to commission voluntary sector providers to deliver specific services. As well as grants and other funding arrangements, historically, the Council has also provided subsidies to the voluntary sector, by way of:

- "equitable rents", set at one-third of open market commercial rents, amounting to a subsidy of £300,000 per annum, to 19 community organisations renting Council premises.
- £223,802 in discretionary rate relief to 94 organisations with charitable status.

The review will not seek to change the discretionary rate relief or equitable rents policy at this time.

Strategy

During the consultation that will be taking place as part of this review, the voluntary sector will have an opportunity to develop a new vision and shape the strategic outcomes we want to achieve in the new Voluntary Sector Strategy.

It is envisaged that the strategy will have a focus on responding to pressures caused by the national policy agenda, such as the Care Act implications, and the continued public sector funding reductions.

The strategy is intended to articulate the transformation required in the way that the Council works with the voluntary sector, and indeed how the sector itself currently operates – away from traditional models of grant dependence towards income generation and tapping into new markets and new income streams.

Consultation

The first phase of the voluntary sector review will be a period of at least three months' consultation, in line with our commitment to the Voluntary Sector Compact.

The consultation will seek to reach as many community groups and voluntary sector organisations as possible – including those that the Council has a funding relationship with and some of those that it does not.

Consultation will be carried out in a range of ways including:

- Face-to-face interviews with voluntary organisations
- Focus groups
- Online surveys
- Meetings with Boards of Trustees

We will also seek the views of users of voluntary and community sector services.

The EIA

It is difficult at this stage to determine the potential impact that the review might have on individuals and groups with protected characteristics. However, the Council will need to reduce its funding to the sector by over £1m, which represents an 11% reduction on current expenditure. Whilst this is proportionate (and indeed a lot less) than the funding cuts which the Council is facing over the next four years, it is inevitable that some organisations may see their funding withdrawn.

Therefore the Council needs to be able to understand what the likely impact might be of an 11% funding reduction on VCS services that cater for people with different protected characteristics.

Until detailed consultation and assessment has been carried out on the criteria that will be used to determine which grants will be affected, it is difficult to say what the likely impact will be. The assessments below are based on data that we have on the **current** picture of the voluntary sector in Havering, taken from HAVCO's community portal, as well as a recent study carried out by the National Council for Voluntary Organisation (NVCO) to compile data on the Voluntary Sector in London. This study included a breakdown for each borough, although it only captured organisations that are registered charities. Also included is evidence from the 2010 National Survey of Charities and Social Enterprises (NSCSE) carried out by Ipsos MORI on behalf of The Office for Civil Society. 440 charities, voluntary groups and social enterprises within Havering were asked to take part in the 2010 NSCSE, of that, 186 organisations responded to the survey (a 42% response rate).

Local Context: Havering's Voluntary Sector

Havering has a fairly large voluntary sector, believed to be in excess of 800 organisations. These range from larger voluntary organisations, such as the Citizens Advice Bureau, Age Concern Havering, the Carers Trust, YMCA, etc., through to small neighbourhood-level groups of residents - local people giving up their spare time to make a difference in their neighbourhood. It is estimated that around £200m each year is brought into the local economy by Havering's VCS².

Because of the informal nature of much of the community sector, it is very difficult to get a complete picture of how many organisations there are and what types of services they provide.

- **Number of Organisations registered on Charities Commission website**

	Local	National	National & Overseas	Overseas	Not Known	Total
Number	242	25	10	16	26	319
Income	£39.9m	£3m	£2.4m	£1.4m	£0	£46.9m
Expenditure	£38.6m	£3.1m	£2.4m	£1.5m	£0	£45.6m
Employees	579	25	57	9	0	670

² This includes larger organisations who may also operate outside the borough as well as within Havering

- **Overview of charities registered on Charities Commission website**

Type of charitable organisation	Number
Charities	319
Community Interest Companies	6
Industrial and Provident Societies	6
Companies Limited by Guarantee	146
Total charitable organisations	477

The registered charities data used in all tables have been filtered using a 'third sector test'. Included are organisations generally considered to be part of the third sector, we have removed organisations not traditionally seen as third sector but still registered as charities, such as housing associations, independent schools, government bodies, trade associations and faith groups whose main objective is the promotion of religion.

The list of Companies Limited by Guarantee has been filtered to remove registered charities (to avoid double counting) as well as organisations not traditionally viewed as third sector, such as management companies of blocks of flats.

- **Finances**

Item	Number
Income	£46.9m
Expenditure	£45.6m
Assets*	£54.5m
Employees*	670
Organisations	319
Trustees	1,736

The figures for assets and employees are based **only** on those organisations with incomes greater than £500,000 per year, so will be lower than for the whole sector. Local includes organisations working at any level below national – i.e. regional, cross-borough, single borough or smaller.

- **Charities based outside of Havering that operate in the Borough**

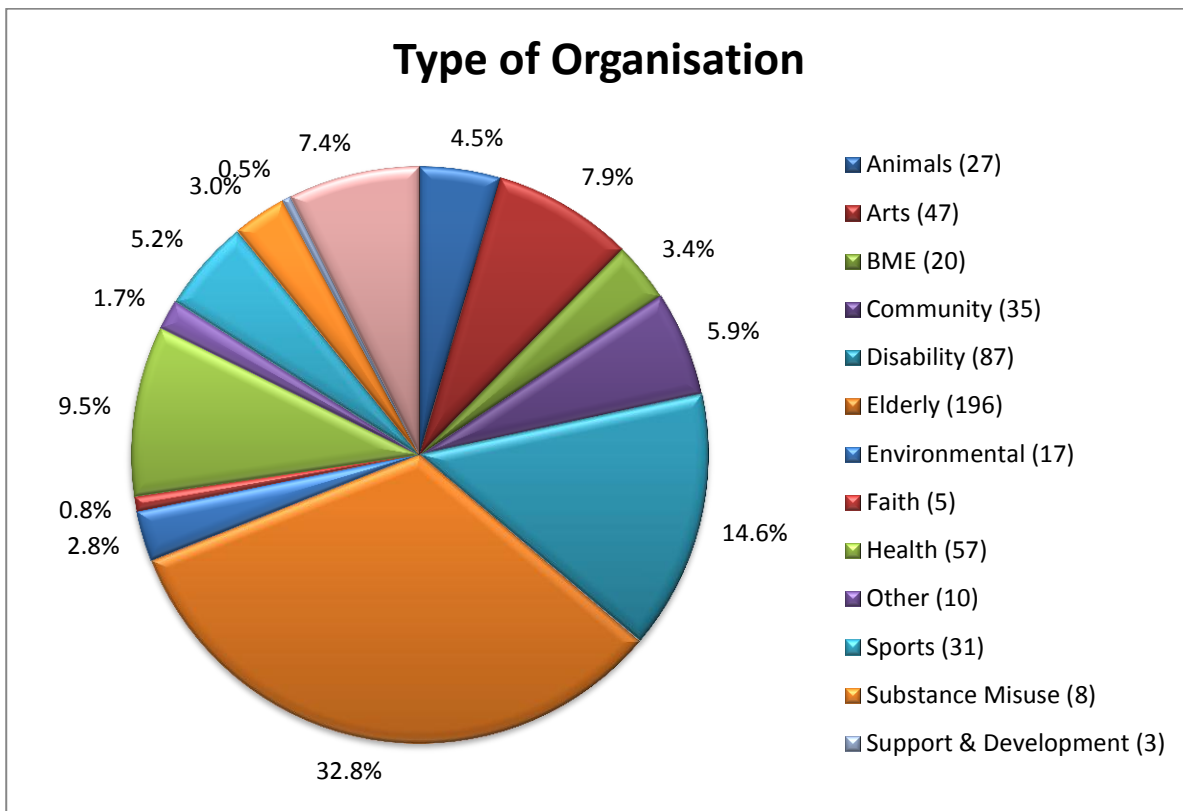
Item	Number
Count (Havering only)	44
Income (Havering only)	£6.1m
Count (throughout London)	896
Income (throughout London)	£346.6m

<http://data.ncvo-vol.org.uk/areas/london/intro>.

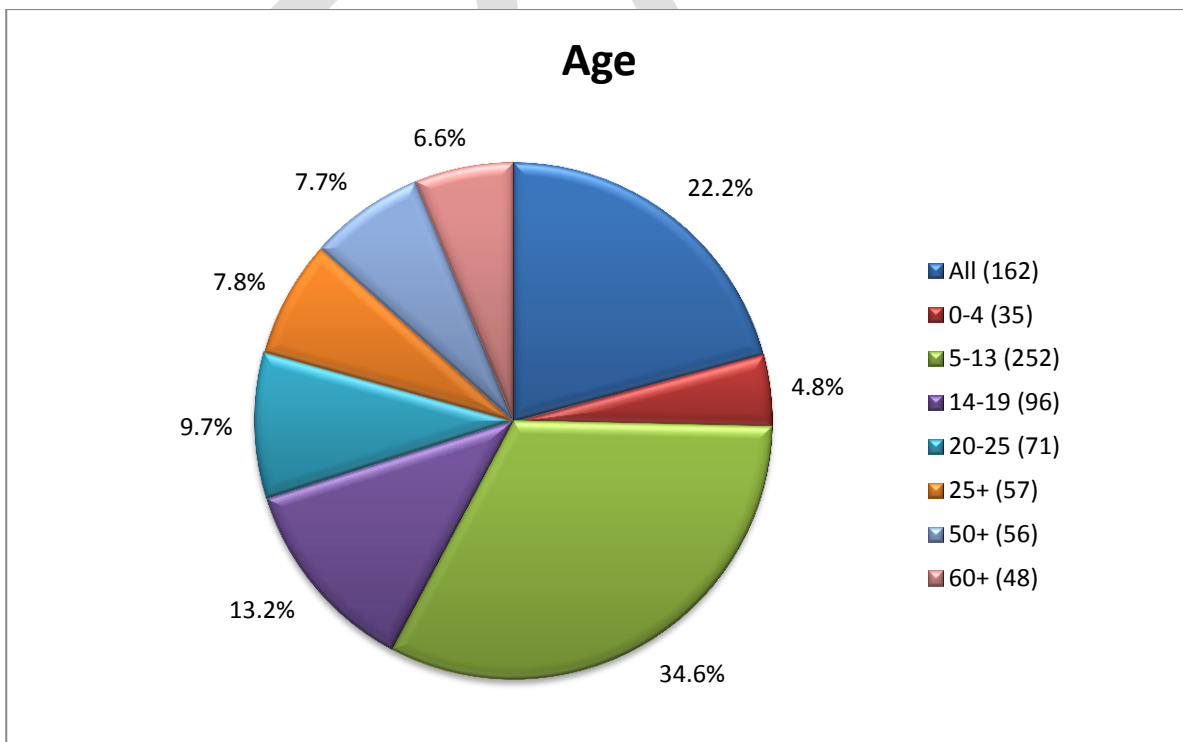
- **Organisations listed on the HAVCO Community Portal**

We know that the research carried out into organisations listed on the Charities Commission is not the full picture of, particularly, some of the smaller organisations working at a community level. Havering Association of Community and Voluntary Organisations (HAVCO), has 597 organisations on its Community Portal database.

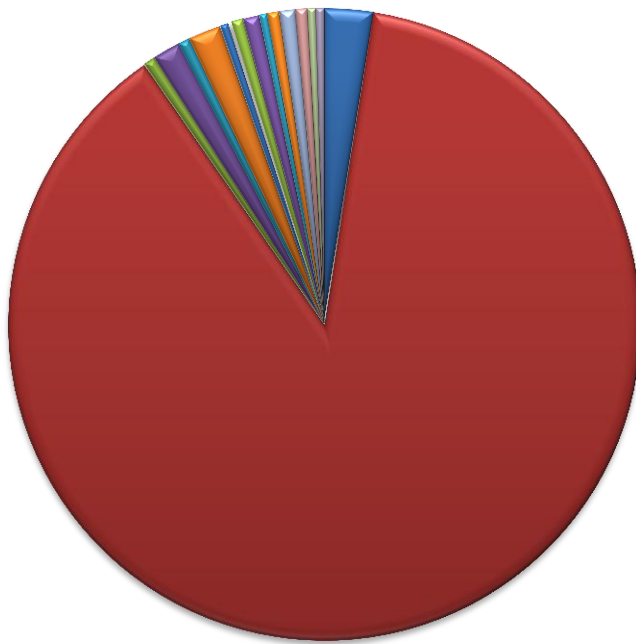
The information contained on the Portal tells us that these organisations operate in the following fields:



And their beneficiaries are of the following ages and ethnicities:



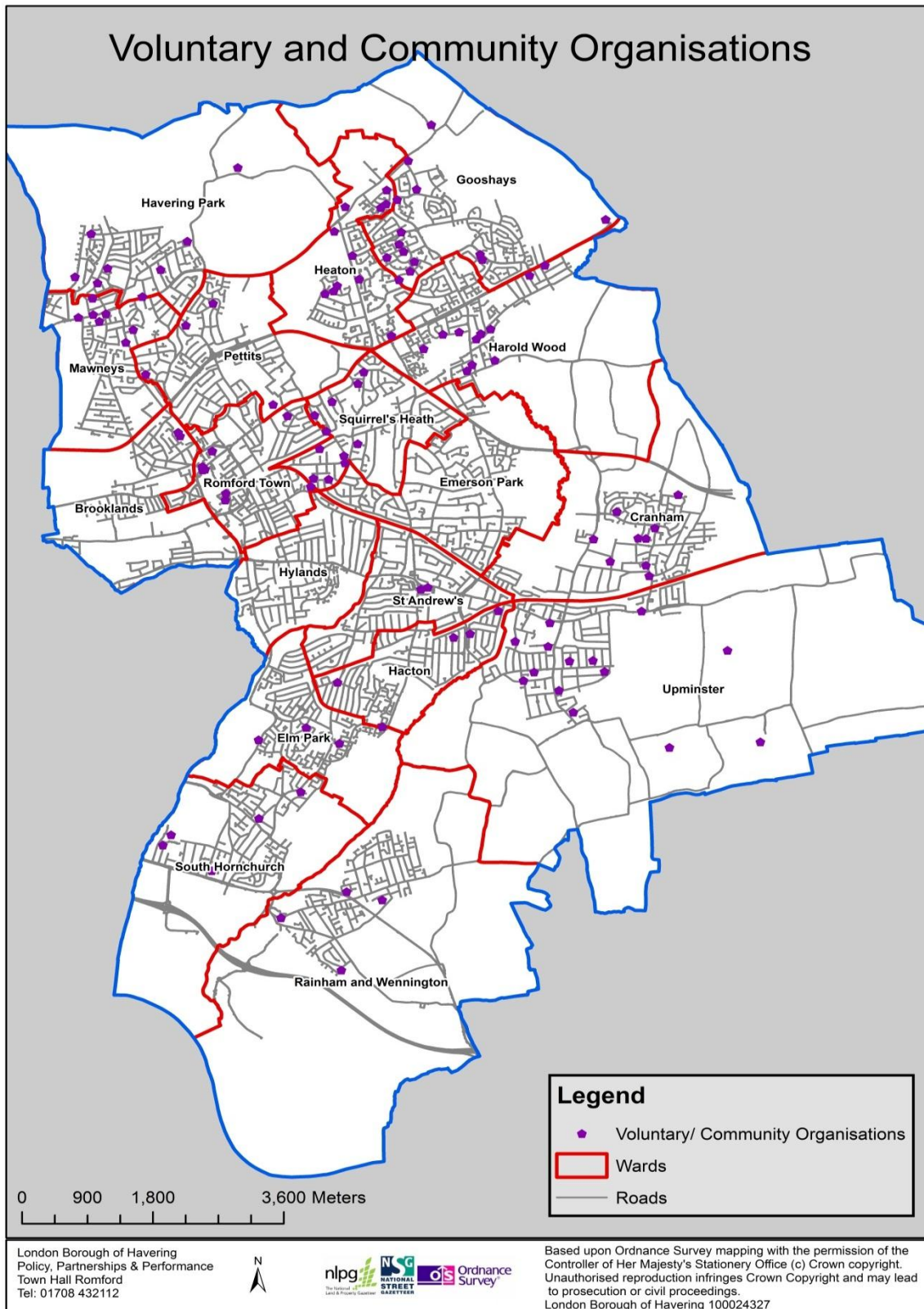
Race



- African (2.5%, 12)
- All (87.9%, 428)
- Bangladeshi (0.6%, 3)
- Black (1.4%, 7)
- British (0.6%, 3)
- Caribbean (1.6%, 8)
- Eastern European (0.4%, 2)

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And have bases located fairly evenly across the borough:



- **The Findings of the 2010 National Survey of Charities and Social Enterprises (NSCSE)**

The 2010 NSCSE asked organisations to identify the *main* clients, users or beneficiaries of their organisation. Of the 440 charities, voluntary groups and social enterprises in Havering invited to take part in the survey, 186 responded (a 42% response rate).

Users or beneficiaries of organisations

Havering		
Rank	Main clients, users or beneficiaries	%
1 st	The general public / everyone	38
2 nd	Children (aged 15 or under)	31
3 rd	Young people (aged 16 to 24)	23
4 th	Women	16
5 th	Older People	14

Main areas that organisations work in

Havering		
Rank	Main areas for organisations	%
1 st	Education and Lifelong Learning	27
2 nd	Leisure (including sport and recreation)	26
3 rd	Religious / Faith-based Activity	25
4 th	Community Development and Mutual Aid	17
5 th	Health and Well-being (e.g. medical, health, sickness, disability, mental health, counselling)	15

The top five main areas identified by organisations in Havering mirrored that of our nearest statistical neighbours in London. Organisations in Bexley, Hillingdon and Bromley all documented the same main areas in the 2010 NSCSE - the only exception being Hillingdon who also listed culture (including arts and music) as a main area of their organisations in the 2010 NSCSE.

Main roles undertaken

Havering		
Rank	Main roles your organisation undertakes	%
1 st	Delivery of other services (e.g. business services, financial services, leisure, retail, manufacturing, community support, sports coaching/club, and recreation),	28
2 nd	Advancing religion and / or spiritual welfare by supporting religious or spiritual practice	24
3 rd	Delivery of public services (e.g. social housing, health care, day centre, counselling, community safety, education, childcare)	22
4 th	Community development and mutual aid	13
5 th	Provides advice to individuals	12

Geographic areas of operation

Havering		
Rank	Top five geographic areas	%
1 st	Your local authority area	40
2 nd	Your neighbourhood	31
3 rd	Regionally	12
4 th	Nationally	11
5 th	Internationally	7

Approximate number of full-time equivalent employees

Over half of the organisations in Havering reported no full-time equivalent employees currently in their organisation. This is either due to mostly part-time staff or a large proportion of volunteer workers or both.

Havering		
Rank	Number of full-time equivalent employees	%
1 st	None	56
2 nd	No answer provided	10
3 rd	One	9
4 th	Two	8
5 th	Three to Five	6

Approximate total number of volunteers, including committee / board members

Havering		
Rank	Volunteers, including committee / board members	%
1 st	1 to10	36
2 nd	11 to 20	32
3 rd	No answer provided	11
4 th	21-30 / 31-50 / 101 to 500	6
5 th	51 to 100	2

Approximate annual turnover or income from all sources

Havering		
Rank	Annual turnover / income	%
1 st	£10,001 - £30,000	19
2 nd	£5,001 - £10,000	17
3 rd	£100,001 - £500,000	12
4 th	More than £500,000	9
5 th	£30,001 - £60,000	8

Top five sources of income

Havering		
Rank	Sources of income	%
1 st	Donations and fundraising activities	75
2 nd	Membership fees / subscriptions	43
3 rd	Grants from non-statutory bodies	23
4 th	Earned income from training including retail	20
5 th	Earned income from contracts	10

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Age: Consider the full range of age groups		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	At this moment in time it is not possible to fully assess the impact of the review on age groups as no recommendations have yet been made. However, based on the data currently available we have identified that further work is needed to stimulate the provider market in the older people's sector. This will be explored further during consultation.
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
Havering's age profile is as follows:		
2013	Number	Percentage of population (%)
All persons	242,080	100.0
0-4 years	14,808	6.1
5-10 years	16,867	7.0
11-17 years	20,445	8.5
18-24 years	21,048	8.7
25-64 years	124,097	51.3
65-84 years	38,306	15.8
85+ years	6,509	2.7
<p>The HAVCO Community Portal suggests that the organisations listed with HAVCO work with users across all age groups, but that more organisations work with younger people than older residents.</p> <p>This evidence is also supported by the 2010 National Survey of Charities and Social Enterprises (NSCSE), which showed that 31% of organisations in Havering work with younger people and only 14% with older people.</p> <p>The number of children and young people (0-17) in Havering is expected to grow by 22% by 2019, so it could be seen as an encouraging sign that this age group is well represented across and catered for by Havering's voluntary sector.</p> <p>However the evidence also suggests that further work needs to be done to stimulate the provider market in the older people's sector, particularly as the 65+ population in Havering is expected to grow the fastest overall in the future, increasing by 18.5% by 2019, and that that there will be a sharp increase in the over 85s – from 6,975 (in 2014) to 8,040 (in 2019).</p>		

Sources used:

2013 Mid-year population estimates, Office of National Statistics

HAVCO Community Portal (data accessed 12/8/14)

2013 Round SHLAA population projections (based on Havering population of 241,289 in 2012), Greater London Authority

2010 National Survey of Charities and Social Enterprises (NSCSE)

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions

*Please tick (✓)
the relevant box:*

Overall impact:

Positive

Neutral

Negative

At this moment in time it is not possible to fully assess the impact of the review on people disabilities or long-term health conditions as no recommendations have yet been made. However, based on the data currently available we have identified that **more work needs to be done to stimulate the voluntary sector market in this area.**

This will be explored further during consultation.

Evidence:

According to the definition of 'disability' under the Equality Act 2010, a person has a disability if they have a physical or mental impairment; and the impairment has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities.

Havering's disability profile is as follows:

- 31,400 (21%) working age (16-64) people living in Havering have a disability or long term illness/health condition
- 22,320 (52%) of older people (65+ years old) have a disability or long term illness/health condition

According to the HAVCO Community Portal, 18 of their member organisations (only 3%) work in the disability sector.

According to the 2010 National Survey of Charities and Social Enterprises (NSCSE), 15% of organisations work in the health and wellbeing sector (including medical, health, sickness, disability, mental health, counselling, etc.).

The above data clearly shows there are gaps in VCS provision that need to be addressed for the disability sector.

Sources used:

2012/13 Annual Population Survey, Office of National Statistics

2011 Census, Office of National Statistics

HAVCO Community Portal (data accessed 12/8/14)

2010 National Survey of Charities and Social Enterprises (NSCSE)

Sex/gender: Consider both men and women														
<i>Please tick (✓) the relevant box:</i>		Overall impact:												
Positive	<input type="checkbox"/>	At this moment in time it is not possible to fully assess the impact of the review on this protected characteristic as no recommendations have yet been made. However, a basic analysis of the evidence indicates that there are many more organisations working with women than men in Havering. This could reflect a higher support needs for women, or it could reflect differences in service uptake, or demand for community-based services, between men and women. This will be explored further as part of the consultation.												
Neutral	<input type="checkbox"/>													
Negative	<input type="checkbox"/>													
Evidence:														
The gender profile of Havering is as follows:														
<table border="1"> <thead> <tr> <th>2013</th> <th>Number</th> <th>Percentage of population (%)</th> </tr> </thead> <tbody> <tr> <td>All persons</td> <td>242,080</td> <td>100.0</td> </tr> <tr> <td>Male</td> <td>116,232</td> <td>48.0</td> </tr> <tr> <td>Female</td> <td>125,848</td> <td>52.0</td> </tr> </tbody> </table>			2013	Number	Percentage of population (%)	All persons	242,080	100.0	Male	116,232	48.0	Female	125,848	52.0
2013	Number	Percentage of population (%)												
All persons	242,080	100.0												
Male	116,232	48.0												
Female	125,848	52.0												
<p>According to the HAVCO portal, 303 organisations have stated that they work with both sexes, 12 specifically with men and 129 with women, while the 2010 National Survey of Charities and Social Enterprises (NSCSE) suggests that 16% of organisations from Havering who responded to the survey work with women.</p> <p>This could reflect a higher support needs for women, or it could reflect differences in service uptake, or demand for services, between men and women.</p> <p>This will be further explored during the consultation period.</p>														
Sources used:														
<p>Source: 2013 Mid-year population estimates, Office of National Statistics 2010 National Survey of Charities and Social Enterprises (NSCSE) HAVCO Community Portal (data accessed 12/8/14)</p>														

Ethnicity/race: Consider the impact on different ethnic groups and nationalities		
<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive	<input type="checkbox"/>	It is not possible to fully assess the impact of the review on different ethnic groups as no recommendations have yet been made. However, at this moment in time there does not appear to be a disproportionate provision of VSC services targeted specifically at ethnic minorities.
Neutral	<input type="checkbox"/>	

Negative	<p>Given that Havering's Black and Minority Ethnic (BME) population has grown significantly and is expected to continue to grow during the next five years, this may be an area of growth for the voluntary sector in future.</p> <p>The provision of voluntary sector services for people of different ethnicities will be explored further as part of the consultation.</p>
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Evidence:

Havering's ethnicity profile is as follows:

2014 (projection)	Number	Percentage of population (%)
All ethnicities	246,269	100.00
White	211,126	85.7
Black Caribbean	3,335	1.4
Black African	9,485	3.9
Black Other	4,524	1.8
Indian	5,813	2.4
Pakistani	1,820	0.7
Bangladeshi	1,205	0.5
Chinese	1,662	0.7
Other Asian	4,467	1.8
Other	2,833	1.2
BAME ³	35,144	14.3

According to the HAVCO Portal, which is the only local data source we have on ethnicity, organisations working specifically with ethnic minorities are fairly well represented in Havering's voluntary sector. However, given that Havering's Black and Minority Ethnic (BME) population has grown by 20% since 2011, and is expected to grow further 25% by 2019, this may be an area of growth for the voluntary sector in future.

As the GLA projection data incorporates the White: Other groups (such as Eastern Europeans, Gypsies, Roma and Irish Travellers) within the wider 'White' category, it is difficult to analyse VCS services provision and take-up by White: Other groups. For example, according to 2011 Census at least 3% (or 7,580 people) of the population living in Havering belong to the White: Other category, and yet, only 2 organisations cater for Eastern European residents. It is therefore required to carry out specific focus groups with these communities and use School Census data to inform our proposals and ensure that their needs are met.

³ The GLA define BAME differently to the ONS. The GLA does not include a 'White Other' Group. Instead they have one category 'White' that includes 'White British' and 'White Other'.

Sources used:

2012 Round SHLAA ethnic group projection - final, Greater London Authority
 HAVCO Community Portal (data accessed 12/8/14)

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Please tick (✓)
 the relevant box:

Overall impact:

Positive

Neutral

Negative

At this moment in time it is not possible to fully assess the impact of the review on people with this protected characteristic as no recommendations have yet been made.

The data available on beneficiaries by faith is very limited. However, based on the data currently available to us there does not appear to be any under-representation.

Evidence:

In the 2011 Census, Havering's religious profile was:

2011	Number	Percentage of population (%)
All religions	237,232	100.0
Christian	155,597	65.6
Muslim	4,829	2.0
Hindu	2,963	1.2
Sikh	1,928	0.8
Jewish	1,159	0.5
Buddhist	760	0.3
Other religion	648	0.3
No religion	53,549	22.6
Religion not stated	15,799	6.7

According to the 2010 NCSCE, 25% of respondents from Havering stated that their main purpose was religious / faith-based activity.

According to the HAVCO portal, the majority of organisations said they worked with 'all' faiths, with a small number (32) being Christian, 3 Jewish, 3 Muslim, and 2 Sikh.

This is unlikely to be a full and accurate picture of Havering's faith sector.

There does not appear to be any significant under-representation in terms of faith. However, we will further explore this during the consultation period.

Sources used:

2011 Census, Office of National Statistics
 HAVCO Community Portal (data accessed 12/8/14)
 CET faith database

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

*Please tick (✓)
 the relevant box:*

Positive**Neutral****Negative****Overall impact:**

There is little information available at national and local levels to make an assessment on the impact of the review on this protected characteristic.

This apparent gap will be explored further as part of consultation.

Evidence:

There is no sufficient information on sexual orientation or gender identity at national or local level.

There is no local data on this protected characteristic, in terms of voluntary sector provision.

There are no organisations listed on the HAVCO portal which specifically work with LGBT people living in Havering.

Sources used:**Gender reassignment:** Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

*Please tick (✓)
 the relevant box:*

Positive**Neutral****Negative****Overall impact:**

There is no information available to make an assessment on the impact of the review on this protected characteristic.

This apparent gap will be explored further as part of consultation.

Evidence:

There is no local data on this protected characteristic, in terms of voluntary sector provision.

There are no organisations listed on the HAVCO portal which specifically work with LGBT people living in Havering.

Sources used:

Marriage/civil partnership: Consider people in a marriage or civil partnership

<i>Please tick (✓) the relevant box:</i>		Overall impact: There is no information available to make an assessment on the impact of the review on this protected characteristic.
Positive		
Neutral		
Negative		

Evidence:

According to the 2011 Census, Havering's profile at a Borough level is:

2011	Number	Percentage of population (%)
All persons	192,844	100.0
Single (never married or never registered a same-sex civil partnership)	63,549	33.0
Married	93,587	48.5
In a registered same-sex civil partnership	196	0.1
Separated (but still legally married or still legally in a same-sex civil partnership)	4,699	2.4
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	15,492	8.0
Widowed or surviving partner from a same-sex civil partnership	15,321	7.9

There is no information available to make an assessment on impact against this group.

Sources used:

2011 Census

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is no information available to make an assessment on the impact of the review on this protected characteristic. This will be explored further as part of the consultation.
Neutral	
Negative	
Evidence: There is very little evidence available on the number of organisations falling under this category. An internet search unveils community support groups around breastfeeding e.g. http://www.latchon.org.uk/about-us/ . The Community Centre-based Breastfeeding Café's are run by Children's Services. <u>Home-Start Havering</u> caters for children under five and their families. Home-Start recruits and trains volunteers from the London Borough of Havering, then carefully matches the volunteer with an appropriate family. All of the families they support must have at least one child under five. The volunteer visits the family in their own home once a week. They run groups in conjunction with children centres; including messy play and music and movement and multicultural sessions. There may be other groups without an online presence, however this is unknown at this time. This area should therefore be further explored during consultation.	
Sources used: LatchOn Netmums.org Home-Start Havering	

Socio-economic status: Consider those who are from low income or financially excluded backgrounds	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is no information available to make an assessment on the impact of the review on people from low income or financially excluded backgrounds.
Neutral	
Negative	

Evidence:

Multiple disadvantage was a new 2011 Census measure defined as the proportion of households who have one or more of the following deprivation characteristics (dimensions):

- No qualifications
- A long-term illness
- Unemployment
- Overcrowded housing

2011	Number	Percentage of population (%)
1 Dimension	33,711	34.68
2 Dimensions	20,248	20.83
3 Dimensions	4,272	4.4
4 Dimensions	401	0.41

Havering has relatively low levels of deprivation. Havering is ranked 177th out of 326 local authorities (1st being most deprived, 326th being least deprived)

However there are pockets of deprivation - two small areas of Havering falling into the 10% most deprived areas in England (an area in Gooshays and an area in South Hornchurch)

Overall, **Gooshays remains the most deprived** ward in Havering, with **Hylands ward being the least** deprived.

An analysis of the map of organisations listed on the HAVCO Community Portal suggests that both areas are covered by voluntary and community sector organisations.

In addition to the HAVCO portal, other local intelligence shows that there are groups who specifically work with people living in poverty, such as the three Food Banks.

The consultation will ensure that these groups are represented and involved.

Sources used:

HAVCO Community Portal (data accessed 12/8/14)

Index of Multiple Deprivation, Communities and Local Government, released 2011

Local knowledge

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
All	The data we hold is patchy so doesn't allow us to fully assess the impact on people with protected characteristics	Address the gaps in service user data Use consultation feedback to inform final budget saving proposals	Final budget saving proposals are informed by service users' diversity profile data and feedback	Consultation runs 24 th September – 24 th December 2014	Claire Thompson / Anita McDade

Equality Impact Assessment (EIA)

Document control

Title of activity:	Younger adults - minimum statutory levels of service for younger adults (18-64)
Type of activity:	Statutory review of current service provision for younger adults (18-64)
Lead officer:	Barbara Nicholls, Head of Service, Children, Adults and Housing
Approved by:	Joy Hollister, Group Director, Children, Adults and Housing
Date completed:	18 th August 2014
Scheduled date for review:	January 2016

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

17. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Younger adults - minimum statutory levels of service for younger adults (18-64)
2	Type of activity	Statutory review of current service provision for younger adults (18-64)
3	Scope of activity	<p>We will review services for younger adults, with a view to shaping more cost effective services and/or meeting statutory requirements through personalised services.</p> <p>Services for younger adults (between the ages of 18 and 64) are very expensive and do not offer the personalised provision required. We will review all areas of spend (e.g. residential care, care packages, respite and day care) to ensure that we are receiving maximum value for money and that services are person centred and outcomes-focussed.</p> <p>We will re-commission where necessary to meet statutory requirements through personalised services, and will look to apply the minimum statutory levels of service using the new national eligibility criteria within the Care Act.</p> <p>As we complete person centred plans, move to personal budgets and strictly apply eligibility criteria it is likely that we will not require some of the current provision. We will ensure any changes to how services are offered will include full consultation and impact assessment prior to any recommendations being finalised, and ensure viable alternatives are available.</p> <p>Havering spends relatively more on services for younger adults compared to other local authorities. The review will particularly focus on high cost placements and services, as well as services where unit costs are much higher than average.</p>

4a	Is the activity new or changing?	Yes -changing
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	N/A

Completed by:	Barbara Nicholls, Head of Service, Children, Adults and Housing
Date:	18 th August 2014

DRAFT

18. Equality Impact Assessment

Background/context:	
<p>Despite the national drive towards personalisation since the turn of the century (starting with Valuing People in 2001, Putting People First in 2007, and now the Care Act in 2014 - due to be implemented in April 2015), services in Havering for younger adults (between the ages of 18 and 64) are very traditional, expensive and do not offer the personalised provision required.</p> <p>As a result Havering spends relatively more on services for younger adults (particularly people with a learning disability) compared to other local authorities. Yet comparative benchmarking data shows that service users and carers are relatively unhappy with the services they receive. Some of this can be explained by the relatively low numbers of people who receive self-directed support, and those who are receiving direct payments.</p> <p>Our role is to focus on the person and their needs, their choices and what they want to achieve. We must improve the uptake and quality of personalised services by providing service users and their families with personal budgets, direct payments, outcomes-based and needs-led assessment, self-directed support, health and well-being, family and community support, and care and support plans, in-line with the national agenda.</p> <p>Within the Care Act, carers will (for the first time) be recognised in the law in the same way as those they care for, including carers' rights to assessments and support. Currently, carers do not have a right to receive support, although local authorities can provide support (e.g. respite care) at their discretion. This means that access to assessment and the range of support on offer can vary considerably.</p> <p>The Care Act will, for the first time, establish national eligibility criteria. The Guidance is currently in draft, and sets out the national minimum threshold for eligibility, which will be consistent across England. At the moment, each local authority sets its own eligibility threshold based on guidance. This means that the amount, and type, of care that is provided by a local authority can vary depending on where a person lives. While assessments tend to focus on what service should be provided, rather than on what the person actually needs or wants.</p> <p>Havering is committed to applying the minimum statutory levels of service using the new national eligibility criteria within the Care Act. This will both help to improve the personalisation of services, and to tackle our high spend areas during a time of increasing demographic demand and unprecedented financial austerity across local government.</p> <p>We will review this Equality Impact Assessment in January 2016, by which time the Care Act will be implemented or in its implementation phase, and we will start to see evidence and the impact of these changes.</p>	
Age: Consider the full range of age groups	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	The age groups that are most likely to be affected by this statutory review are younger adults (between the ages of 18 and 64) who

Neutral		receive adult social care services. The carers of these service users, many of whom are older people will also be impacted.
Negative	✓	<p>For some service users and carers the application of the new national eligibility criteria within the Care Act will either result in no service, or a reduced service compared to what they have been used to.</p> <p>It is expected that personalised services (such as personal budgets) will have a positive impact and will provide service users and their carers with choice and control over their services. However, for some people such a change is likely to be seen as a negative impact and/or a significant reduction in service, as they have become accustomed to receiving more traditional services from the Council over the years.</p>

Evidence:

Havering spends relatively more on services for younger adults (particularly people with a learning disability) compared to other local authorities. Yet the comparative benchmarking data shows that service users and carers are relatively unhappy with the services they receive.

Relevant benchmarking data shows that Havering is in the:

- Lowest quartile in England for ‘overall satisfaction of people who use services with their care and support.’
- Lowest quartile in England for ‘social care-related quality of life.’
- Lowest quartile in England for ‘proportion of people who use services who have control over their daily life.’
- Lowest quartile in England for ‘proportion of people using social care who receive self-directed support, and those receiving direct payments.’

Havering has the highest proportion of older people (18%) in London, and as such providing support for carers is critical to the successful delivery of this project. Currently, a very small proportion of carers in Havering receive support compared to the average nationally. Support given to carers includes advice services or receiving a carer’s break.

- 11% (or 25,214 people) of Havering’s residents provide unpaid care. 7% (or 16,094 people) of those people provide care of between 1-19 hours of unpaid care per week and further 3% (5,835 people) provide 50 hours and over of unpaid care per week. Both categories are higher than England and London averages.

The aim of this project is to support people to live as independently as possible in the community and help them to maintain/improve their health and wellbeing.

The negative impact of applying the minimum statutory levels of service will be mitigated by ensuring that:

- We focus on strengthening communities;
- We provide services for our most vulnerable younger adults and those who have an assessed need, as well as supporting carers who meet the criteria for respite services to have a break from their caring role (improving support for carers is an important theme throughout the Care Act);
- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.

It is also worth noting that other concurrent projects are looking at how we can support and enable communities to become more resilient and self-sufficient, while other projects that are focusing on early help, intervention and prevention initiatives. This is an acknowledgement that it is normally far better for the wellbeing of people to avoid entering the social care system in the first place.

Sources used:

- 2011 Census, Office of National Statistics
- 2013 Mid-year population estimates, Office of National Statistics
- Adult Social Care Outcomes Framework (ASCOF) 2012/13

There is a great deal of evidence and research nationally around the positive impacts of the personalisation agenda in social care (and why traditional services often hinder people’s ability to improve their outcomes and wellbeing), and we have used this to inform this project. There are too many examples of evidence to list here, but the ‘[Care and Support Statutory Guidance](#)’, issued under the [Care Act](#) 2014, provides a comprehensive evidence base and case studies.

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

This project will have a negative impact on people with disabilities. Many of the services we currently provide to this group are very traditional and are not personalised, and therefore it is expected that this group will be the most impacted.

We recognise, however, that service users with a learning disability will be disproportionately affected compared to other disabled service users, as the majority of Adult Social Care expenditure on younger adults is spent on people with a learning disability.

By moving to more personalised services it is anticipated that the performance in these relevant indicators will improve over time. Having said that, some younger adults with a mild or moderate learning disability could end up with no statutory services as a result of the national eligibility criteria introduced by the care Act. We therefore must ensure that we support those people to find suitable alternatives locally and within the community. This is where our strengthening communities, and early help, intervention and prevention initiatives will be key in enabling younger adults to be as independent as possible.

✓

Evidence:

- It is estimated that more than 31,400 (21%) working age (16-64) people living in Havering have a disability or long term illness/health condition.
- More than 1,100 residents are registered as being blind or partially sighted in Havering.
- It is estimated that more than 14,000 adults (aged 18 - 64) in Havering have a

moderate or severe disability, with the number of adults with learning disabilities increasing by roughly the same amount. The number of adults (aged 18 – 64) with moderate or severe disabilities will rise by around 7% in the next ten years, with more than 15,000 adults in Havering having a physical disability by 2021.

- The most common categories of learning disability are Moderate Learning Disability (30%), Behaviour, Emotional and Social Difficulties (19%), and Speech, Language and Communication Needs (17%).
- There are approximately 20,000 adults in Havering who have a common mental health issue. It is estimated that there are more than 600 adults in Havering with a Borderline Personality Disorder, nearly 600 people with Psychotic Disorder and around 500 people with Antisocial Personality Disorder. Predicted future population growth means that the number of adults (aged 18-64) experiencing each of these mental illnesses is expected to increase by 6% in the next ten years (by 2021) in Havering.
- Adults in Havering that are receiving treatment for severe mental health problems are less likely to be in employment or in stable accommodation: less than 4% are in employment and less than 50% are in stable accommodation. These percentages are below the average in England and London.

Currently, there are 723 service users with a physical disability, 304 service users with mental health problems and 591 services users with a learning disability. It is therefore estimated that Adult Social Care provide a service to 1 in 20 younger adults with a disability or long term illness/health condition.

Havering spends relatively more on services for younger adults (particularly people with a learning disability) compared to other local authorities. Yet the comparative benchmarking data shows that service users and carers are relatively unhappy with the services they receive.

Although the proportion of service users with a learning disability is lower than the proportion of services users with a physical disability or mental health problem, the majority of spend on younger adults in Havering is on learning disability services (£16m net for 2014/15). Average gross weekly cost (2012/13) on supporting adults with a learning disability in residential and nursing care (incl. full cost paying and preserved rights residents) is £1,489 per adult in Havering, which is slightly higher than the London average of £1,439 and the England average of £1,341.

The proportion of adults with a learning disability in paid employment is 8% in Havering, compared to 9.3% across London and 7.1% across England.

The aim of this project is to support people to live as independently as possible in the community and help them to maintain/improve their health and wellbeing. For example, we will encourage and support younger adults to gain employment, and to take full advantage of opportunities so as to be able to fully participate in their communities.

The negative impact of applying the minimum statutory levels of service will be mitigated by ensuring that:

- We focus on strengthening communities;
- We provide services for our most vulnerable younger adults and those who have an assessed need, as well as supporting carers who meet the criteria for respite services to have a break from their caring role (improving support for carers is an important theme throughout the Care Act);

- We focus on maximising the quality of our personalised services; and
- We ensure that assessments and care and support plans (support plan in the case of carers) are person-centred, outcomes-focused, and completed using an asset-based approach, where the needs and wellbeing of the individual are paramount.

Sources used:

- 2012/13 Annual Population Survey, Office of National Statistics
- Current list of younger adult service users from Swift
- 2014/15 Budgets Social Care PPSEX1 2012/13 Benchmarking Tool
- Adult Social Care Outcomes Framework (ASCOF) 2012/13
- 2011/12 Joint Strategic Needs Assessment data

Sex/gender: Consider both men and women

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

Overall, there is an even 50-50 split of male and female younger adult service users.

The majority of current service users with a physical disability are women (60%), while the majority of current service users with a learning disability (60%) or mental health problem (57%) are men.

Also, due to the new national eligibility criteria adults with mild or moderate learning disabilities could end up with no statutory services. This will have an impact on their carers, the majority of whom are women (76%), particularly older women.

As stated previously, however, improving support for carers is an important theme throughout the Care Act. For the first time, carers will be recognised in the law in the same way as those they care for, including carers' rights to assessments and support.

Evidence:

52% of Havering's current population (125,848 people) are girls and women, while 48% of Havering's current population (116,232 people) are boys and men.

The larger percentage of females in Havering may in part be explained by the longer female life expectancy: 84.1 years for women compared to 79.1 years for men.

50% of younger adults who receive a service are female; 50% are male. 76% of carers of these service users are female.

A significant number of people living in Havering provide unpaid care (25,214 people), and as such providing support for carers is critical to the successful delivery of this project.

<p>Sources used:</p> <ul style="list-style-type: none"> • 2011 Census • 2013 Mid-year population estimates, Office of National Statistics • Current list of younger adult service users from Swift
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Ethnicity/race: Consider the impact on different ethnic groups and nationalities	
Please tick (✓) the relevant box:	
Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input checked="" type="checkbox"/>
<p>Overall impact:</p> <p>While the comparative statistics (below) suggests that White British service users are likely to be disproportionately affected by the proposed changes, their proportion is comparable to the ethnic profile of the Borough.</p>	
<p>Evidence:</p> <p>86.4% of service users are White British which is comparable to the ethnic profile of the Borough (85.7%).</p> <p>13.6% of current service users are from Black and Minority Ethnic (BME) backgrounds, including White Other which is slightly lower than the proportion of BME communities in the Borough (14.3%). However, in light of the projected increase in ethnic diversity in the Borough, BME groups are also likely to be affected by the new national eligibility criteria.</p>	
<p>Sources used:</p> <ul style="list-style-type: none"> • 2012 Round SHLAA ethnic group projection - final, Greater London Authority • Current list of younger adult service users from Swift 	

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief	
Please tick (✓) the relevant box:	
Positive	<input type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>
<p>Overall impact:</p> <p>Not known</p>	
<p>Evidence:</p> <p>According to the 2011 Census, 66% of Havering’s population has stated that they are Christian, followed by 23% who declared that they have no religion and just below 7% who preferred not to state their religion. Other religions in the borough are Muslim (2%), Hindu (1.2%), Sikh (0.8%), Jewish (0.5%) and Buddhist (0.3%).</p> <p>Due to lack of service level data we cannot fully assess the impact on this protected</p>	

characteristic. However, it is not expected that service users with this protected characteristic will be negatively affected.
Sources used:
<ul style="list-style-type: none"> 2011 Census

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Not known
Neutral	
Negative	
Evidence:	
There is no sufficient information on sexual orientation at national or local level.	
We cannot fully assess the impact on this protected characteristic due to the lack of data. However, it is not expected that service users with this protected characteristic will be negatively affected.	
Sources used:	
<ul style="list-style-type: none"> There is no sufficient information on sexual orientation at national or local level. 	

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth	
<i>Please tick (✓) the relevant box:</i>	Overall impact:
Positive	Not known
Neutral	
Negative	
Evidence:	
There is no sufficient information on gender identity at national or local level.	
We cannot fully assess the impact on this protected characteristic due to the lack of data. However, it is not expected that service users with this protected characteristic will be negatively affected.	
Sources used:	
<ul style="list-style-type: none"> There is no sufficient information on gender reassignment at national or local level. 	

Marriage/civil partnership: Consider people in a marriage or civil partnership		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
<p>According to the 2011 Census, 49% of Havering residents are married while 33% are single (never married or never registered a same-sex civil partnership), 8% are divorced or formerly in a same-sex civil partnership which is now legally dissolved, 8% are widowed or a surviving partner from a same-sex civil partnership, 2% are separated (but still legally married or still legally in a same-sex civil partnership) and 0.1% in a registered same-sex civil partnership.</p> <p>Due to the lack of service level data we cannot fully assess the impact on this protected characteristic. However, we recognise married people, civil partners and couples are more likely to be affected by the statutory review as carers.</p>		
Sources used:		
<ul style="list-style-type: none"> • 2011 Census 		

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave		
<i>Please tick (✓) the relevant box:</i>		Overall impact: Not known
Positive	<input type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
<p>Due to the lack of service level data we cannot fully assess the impact on this protected characteristic. However, we recognise that parents, particularly mothers and lone parents are more likely to be affected by the statutory review as carers.</p>		
Sources used:		
<ul style="list-style-type: none"> • There is no sufficient information on gender reassignment at national or local level. 		

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

<i>Please tick (✓) the relevant box:</i>		Overall impact:
Positive		Not known.
Neutral		Multiple disadvantage is a new measure in the Census and there is not sufficient information on socio-economic status at a service level. However, there may be a disproportionately negative impact on socio-economic status from this project. For instance, only 8% of people with a learning disability who receive a service are in paid employment, and many of our service users will receive some form of benefits.
Negative		<p>Also, due to the new national eligibility criteria adults with mild or moderate learning disabilities could end up with no statutory services. This will again have an impact on their carers, the majority of whom are women, particularly older women.</p> <p>As stated previously, however, improving support for carers is an important theme throughout the Care Act. For the first time, carers will be recognised in the law in the same way as those they care for, including carers' rights to assessments and support.</p>
Evidence:		
<p>There is not sufficient information on socio-economic status at a national or service level.</p> <p>Multiple disadvantage was a new 2011 Census measure defined as the proportion of households who have one or more of the following deprivation characteristics (dimensions): no qualifications, a long-term illness, unemployment, overcrowded housing.</p> <ul style="list-style-type: none"> • 35% of the population in Havering were recorded as having 1 dimension, 21% with 2 dimensions, 4% with 3 dimensions and 0.4% with 4 dimensions. • Proportion of adults with a learning disability in paid employment is 8% in Havering, 9.3% across London and 7.1% across England. • A significant number of people living in Havering provide unpaid care (25,214 people). • 4% (or 9,855 people) of Havering's population claim Disability Living Allowance in 2013. • 2% (or 2,825 people) of Havering's population claim Incapacity Benefits in 2013. 		
Sources used:		
<ul style="list-style-type: none"> • 2011 Census • Adult Social Care Outcomes Framework (ASCOF) 2012/13 • DWP data, Q02 2013 		

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
All	The data we hold is patchy so doesn't allow us to fully assess the impact on service users with protected characteristics	Address the gaps in service user data Use consultation feedback to inform final budget saving proposals	Final budget saving proposals are informed by service users' diversity profile and feedback EIA will be reviewed in Jan 16 and finalised action plan agreed Additional service-specific EIAs will be produced as necessary as future plans are further developed	Consultation Jan 15 EIA review Jan 16 As required	Barbara Nicholls Barbara Nicholls Barbara Nicholls