

Background Information

Service area:	<u>Adult Social Care</u>
Directorate:	<u>Adults & Health</u>
Budget proposal reference number/s:	<u>AHH02E, AHH03E, AHH04E, AHH08E, AHH13E, AHH15E</u>
Completed by: Date:	Approved by: Kevin McDaniel Date: 15/11/2023

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

The budget proposals contained within this EQIA are derived from the options to continue to provide the right service at the right time to residents with the aim of enabling them to live independent lives for as long as possible while being safe. By definition these services are used by vulnerable people so are already used by a small number of residents whose individual situation, wishes and choices are taken into account.

AHH02E	OP - Nursing home development. It is proposed to explore developing a Council owned and Optalis run nursing home which gives an increased proportion of beds available for state-funding nursing care. The facility will focus on good quality nursing care, supporting the higher levels of need with a transparent cost which represent good value for the public purse.
AHH03E	Home First / Reablement advancement. It is proposed to take the elements of Home First which have supported good hospital discharge and apply them to the existing reablement service with the intended outcome that more people are active and mobile within 6 weeks of referral, increasing their chances of remaining independent.
AHH04E	Personalised support using Direct Payments and Individual Support Plans. It is proposed to invest in the resources to support a third of residents receiving non-residential services to plan and arrange their own care rather than being reliant on a more-rigid prescription of domiciliary care support. Evidence from other areas suggests this approach can improve independence and extend confidence for residents. The proportion of people using this method is expected to grow over the next three years.
AHH08E	Timely Domiciliary Care and 1:1 Reviews. National evidence indicates that good quality care delivered at home (domiciliary) can help people regain skill and confidence in the first few weeks. By investing capacity to review domiciliary care work after the first six weeks and after 1:1 work for all types of care we expect to be able to shape the longer-term care to the ongoing needs, allowing people to maintain their often hard-earned independence.

AHH13E	Use of community intervention at front door. We recognise that care comes at a cost and for many people, keeping out of that service is important so we will engage more community groups with the social care teams so that people can choose to be supported by local groups rather than statutory carers where that is safe to do so.
AHH15E	Practice development to keep more Older People living in their own home before moving to residential accommodation. The Borough has a good quality array of residential and nursing homes, however many residents tell us that they want to remain in their home, within their community and with their friends for as long as possible. We will look at alternatives to residential accommodation where it is safe and practical to do so, in order that (on average) people spend less time living in care home accommodation over time.

All of these proposals align with the Council's duty to assess and provide access to services which meet individual needs when those people cannot afford to pay for the entirety of their care.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	<p>The services described above are typically accessed by older residents, with 80% of the residents being 65+.</p> <p>With the exception of AHH02E, all of the proposals above are planned to ensure that all plans are tailored to individual needs, supporting the increased opportunity for people to stay in their home and within their community for longer. The focus of reviews and Individual Support Plans will be to enable more timely changes in plans to respond to the inevitable changes people undergo over time.</p> <p>The focus of reablement will work to reduce the impact of extended periods of immobility, reducing the likelihood of physical deterioration and the resultant lack of independence.</p>	X	

Disability	For a number of clients, their disability increases the challenge of retaining an appropriate level of independence. The focus of these services will give them more control of which services are offered. AHH02E will enable the local authority to carefully plan the level of services offered, especially for Nursing services which can be responsive to emerging trends.	X	
Sex	Not applicable		
Race, Ethnicity and Religion/Belief	Not applicable		
Sexual Orientation and Gender Reassignment	Not applicable		
Pregnancy and Maternity	Not applicable		
Care experience (children in care and care leavers)	Not applicable		
Socio-economic disadvantage (e.g. low income, poverty)	Most of these services are provided following a means test, naturally focusing the resources on those with lower income levels. The options AHH04E, AHH08E and AHH13E will enable support to be fine tuned, including access to some community services which can offer support beyond the statutory service offer.	X	
Marriage and Civil Partnership (in respect of employment discrimination only)	Not applicable		
Armed Forces Community (in respect of access to public services)	Not applicable		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

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Background Information

Service area:	<u>Adult Social Care</u>
Directorate:	<u>Adults & Health</u>
Budget proposal reference number/s:	<u>AHH06E, AHH07E, AHH10E, AHH11E</u>
Completed by: Date:	Approved by: Kevin McDaniel Date: 24/11/2023

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

The budget proposals contained within this EQIA are derived from the options to continue to provide the right service at the right time to residents with the aim of enabling them to live independent lives for as long as possible while being safe. By definition these services are used by vulnerable people so are already used by a small number of residents whose individual situation, wishes and choices are taken into account.

AHH06E Supported Living Accommodation. It is proposed to create up to 22 units of supported accommodation in Windsor which will allow residents with learning disabilities the chance to live independently within the community. It is proposed that half of this accommodation is targeted at young adult residents, offering them the chance to live and work within the Borough.

AHH07E Community Day Support. It is proposed to build on the strength of the Boyn Hill Day centre to provide all of the council's building based day services with an increased timetable of activities. We will also consult on reducing the support provided to non-statutory services which offer location based day services.

AHH10E Independent Living using "Shared Lives". We are working with an experienced Council to recruit "Shared Lives" carers who will offer a long term 'home' to a resident with Learning Disabilities. These options will support the residents to live 'more ordinary' lives within the Borough, compared to remote or residential options which reduce independence and cost more.

AHH11E Learning Disability and Mental Health reviews of independence. We propose to review the opportunities for independence for all of those residents we support because of their learning disabilities or mental health care needs so see what changes could be made to support them with the skills and resources to have more say over their daily lives, including changes in accommodation where that is positive and safe for the individual.

All of these proposals align with the Council's duty to assess and provide access to services which meet individual needs when those people cannot afford to pay for the entirety of their care.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	These services apply to residents of all ages who have learning disabilities or mental health care needs. It is expected that these proposals will be a particular benefit to younger adults where there is limited local provision for supported, independent living which results in a number of service users currently being offered accommodation a significant distance from their family home.	X	
Disability	These proposals are specifically designed to improve the options for independent living for those with learning disabilities. It is recognised that for some people the changes may be hard to understand and accept so there will be dialogue with residents and their carers to carefully plan any changes that result from the proposals. Proposal AHH07E plans to maximise the use of the existing Day Centre at Boyn Hill in Maidenhead and reduce the building based facilities in Windsor. The service will provide a number of transport options to facilitate access, however there will be a change in service timetabling and access which will be harder for some users. The service will continue to offer community based alternatives which can meet many needs.	X	X
Sex	Not applicable		
Race, Ethnicity and Religion/Belief	Not applicable		
Sexual Orientation and Gender Reassignment	Not applicable		
Pregnancy and Maternity	Not applicable		

Care experience (children in care and care leavers)	Not applicable		
Socio-economic disadvantage (e.g. low income, poverty)	<p>Most of these services are provided following a means test, naturally focusing the resources on those with lower income levels.</p> <p>The increased independence of some of the residential options will enable some people to access a wider range of national benefits to further support their costs.</p>	X	
Marriage and Civil Partnership (in respect of employment discrimination only)	Not applicable		
Armed Forces Community (in respect of access to public services)	Not applicable		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The Community Day support service has a range of transport options to support those who will have to travel further to access a different centre. These users may also benefit from the use of a personal budget to enable them more choice on transport and/or service options.

Background Information

Service area:	Trading Standards & Licensing
Directorate:	Place Services
Budget proposal reference number/s:	Fees and charges (Street Trading Consents)
Completed by: Greg Nelson Date: 30/11/2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

- What are the intended outcomes?

To increase the income target for street trading consents by £10 000 in 2024/2025

- Who will be affected by the proposal?

No existing holder of a street trading consent will be affected

- Does this conflict with any statutory responsibilities or requirements?

No

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	N/A		
Disability	N/A		
Sex	N/A		
Race, Ethnicity and Religion/Belief	N/A		
Sexual Orientation and Gender Reassignment	N/A		

Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	N/A		
Socio-economic disadvantage (e.g. low income, poverty)	N/A		
Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

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Background Information

Service area:	Housing
Directorate:	Place Services
Budget proposal reference number/s:	Projects relating to temporary accommodation – John West House.
Completed by: Amanda Gregory Date: 04/12/2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

- What are the intended outcomes?

To ensure:

Availability of temporary accommodation in the borough for those who are homeless, including those rough sleeping.

- Who will be affected by the proposal?

Any person who qualifies for temporary accommodation.

- Does this conflict with any statutory responsibilities or requirements?

No

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	Homelessness can affect anyone at any age. Provision in the borough will enable children to maintain their school place and access to current services.	x	
Disability	There is a limited amount of adapted accommodation at the moment. A proportion of the accommodation sourced will be adapted.	x	
Sex	Homelessness can affect anyone irrespective of sex. Provision of the John West facility will ensure that there are male/female designated areas if required.	x	

	Safe accommodation (from those suffering domestic abuse) will also be considered.		
Race, Ethnicity and Religion/Belief	Homeslessness can affect anyone irrespective of religion/belief. 2023 has seen an increase of asylum seekers who are now presenting as homeless/roughsleeping. Provision of more accommodation within the borough will benefit this protected characteristic.	x	
Sexual Orientation and Gender Reassignment	Homeslessness can affect anyone irrespective of sexual orientation or gender reassignment.	x	
Pregnancy and Maternity	Provision of accommodation within the borough will enable this protected characteristic to continue healthcare in the borough.	x	
Care experience (children in care and care leavers)	Provision of accommodation within the borough will enable this protected characteristic to continue with their support in the borough.	x	
Socio-economic disadvantage (e.g. low income, poverty)	Homelessness is more likely to affect those with low income. This proposal will increase availability in the borough and ensure that those individuals still have access to their current jobs/schools etc without additional travel costs.	x	
Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	Homelessness can affect anyone.	x	

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

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Background Information

Service area:	Trading Standards & Licensing
Directorate:	Place Services
Budget proposal reference number/s:	Withdrawal of the Hackney Carriage/PH non statutory appeals
Completed by: Greg Nelson Date: 30/11/2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

- What are the intended outcomes?

To cease providing a non-statutory and non- constitutional appeals process currently provided to RBWM licenced hackney carriage and private hire drivers, and applicants for such licences, should an application be refused, or an existing licence be suspended or revoked. This internal appeals process is in addition to the statutory right of appeal that will remain in place for those affected

This will not provide a direct cost saving but will free up officers from Licensing, Democratic Services and Legal, providing efficiencies and extra staffing resources for higher priority areas of work

- Who will be affected by the proposal?

RBWM licenced hackney carriage and private hire drivers, and applicants for such licences

- Does this conflict with any statutory responsibilities or requirements?

No – there is a statutory right of appeal that will not be affected by this proposal

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	N/A		
Disability	N/A		

Sex	N/A		
Race, Ethnicity and Religion/Belief	<p>Ceasing the internal appeals process is likely to have a disproportionate impact on drivers who are from ethnic and religious minorities because a very high proportion of licenced drivers are from ethnic and religious minorities.</p> <p>Nearly 100% of people using the internal appeals process in the last five years have been from an ethnic or religious minority</p>		✓
Sexual Orientation and Gender Reassignment	N/A		
Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	N/A		
Socio-economic disadvantage (e.g. low income, poverty)	N/A		
Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

All those affected will have a statutory right to appeal to a magistrate's court should their application for a licence be refused, or an existing licence be suspended or revoked

Background Information

Service area:	Environmental Health
Directorate:	Place
Budget proposal reference number/s:	
Completed by: Obi Oranu Date: 30 November 2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Due to budgetary pressures and a review of service delivery, the accompanying briefing paper outlines the proposal to terminate the Out of Hours Noise Service currently provided by Inside Housing Solutions (IHS).

Historically, RBWM have provided a contracted Out of Hours (OOH) Noise Service through Inside Housing Solutions (IHS). IHS provides a telephone and occasional in-person response to noise complaints made outside of the normal office hours of 8:45 to 17:15/16:45 on Fridays and weekends. This service is accessed through RBWM's general OOH service contact number.

The proposal is for the OOH service provided by IHS to be discontinued and replaced with a hybrid approach using the Noise App, an additional Sound Level Meter that doubles as a recording device to assist with following up genuine statutory nuisance noise cases and an exceptional service provided by existing Environmental Protection staff.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	There is no demographical data for residents that currently use the OOH service. Generally, the proposal will affect all residents within RBWM although the proposal is likely to affect older residents unfamiliar with smart phone use/technology. From the 2021 Census,		/

	<p>18% of RBWM's residents are 65 or older. There is some evidence to suggest older people are more sensitive to noise. It is assumed residents in this age demographic would be more likely to use the OOH service, although there is no current data to support this.</p> <p>The proposals seeks to remove the OOH Noise Service, which is currently accessed by phone. Telephone contact would typically be the preferred method of contact from older residents. The proposal seeks to move towards the use of an app using an iOS or Android device in conjunction with the current online form, use of physical diary sheets. Older residents are typically unlikely to have a smartphone or be technologically comfortable using an app to record noise evidence.</p>		
Disability	The move to an app-based service in place of a telephone/in-person service may impact disabled individuals depending upon the accessibility of the app and their ability to use smart phone technology.		
Sex	n/a		
Race, Ethnicity and Religion/Belief	n/a		
Sexual Orientation and Gender Reassignment	n/a		
Pregnancy and Maternity	n/a		
Care experience (children in care and care leavers)	n/a		
Socio-economic disadvantage (e.g. low income, poverty)	n/a		
Marriage and Civil Partnership (in respect of employment discrimination only)	n/a		
Armed Forces Community (in respect of access to public services)	n/a		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

There will be an improvement to the RBWM website outlining the approach to statutory nuisances, including explaining the process for residents to take their own action under section 82 of the Environmental Protection Act 1990; this provision highlights parliament accept local authorities are unable to investigate every alleged statutory nuisance. There will be a case review mechanism to speedily identify cases that require an out of hours visit to witness the alleged nuisance.

The discontinuation of the OOH service will mean residents will no longer be able report or request a response out of hours. There will be a mechanism by which exceptional noise cases, cases where there is a genuine suggestion a statutory nuisance exists outside of normal office hours, will be subject to proactive visits and noise monitoring equipment installed by Environmental Protection Officers. Visits to witness a statutory noise nuisance outside of office hours will be on an exceptional case-by-case basis.

Information on the RBWM website will be re-configured to clearly explain the process for investigating noise nuisance complaints that take place outside office hours. Any complaints relating to difficulties accessing the service will be picked up as part of the annual service review and forward service planning, as well as corporate complaints data/referrals.

Background Information

Service area:	Environmental Health
Directorate:	Place
Budget proposal reference number/s:	
Completed by: Obi Oranu Date: 30 November 2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Due to budgetary pressures Environmental Health have increased the fees for HMO Licences for 2024/25. Whilst an increase in fees may bring in additional modest income, the fees are borne by the landlord, who may in turn, pass on the cost through increased rent to their tenants.

The private rented sector, of which (HMOs) form part, has undergone significant growth. It is now the second largest tenure in the UK and houses around 4.5 million households in England. HMOs offer accommodation that is typically cheaper than other private rental options and often house vulnerable tenants. There were an estimated 497,000 HMOs in England and Wales at the end of March 2018.

People who live in HMOs are at more risk than those who occupy a property as a family unit. This is because an HMO is often occupied by more people than a single-family home. HMOs that are poorly managed and badly maintained can put an extra burden on local services and have a negative impact on the area. Local authorities have a statutory duty to regulate HMOs and charge fees to process and administer the licensing process.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	Younger people (including university students), although not exclusively, are likely to reside in HMOs. Given the fee increases will apply equally to all HMO		/

	licence applications we do not consider there will be any direct discrimination of age as a result. There is a potential negative impact in relation to licence fees being passed onto tenants through rental charges. Tenants unable to pay may be forced to seek other accommodation or may become homeless. Applying a charging approach that does not differentiate individuals based on protected characteristics is fair. It would be disproportionate to pursue a differentiation fee policy.		
Disability	n/a		
Sex	n/a		
Race, Ethnicity and Religion/Belief	Minority ethnic groups are more likely to rent privately, including in HMOs. The licence fee applies equally to all applicants, so there is a no direct discrimination of tenants based on race. Circumstances of tenants across ethnicity are likely to be materially different. There is a potential negative impact in relation to licence fees being passed onto tenants through rental charges. Tenants unable to pay may be forced to seek other accommodation or may become homeless. Applying a charging approach that does not differentiate individuals based on protected characteristics is fair. It would be disproportionate to pursue a differentiation fee policy.		/
Sexual Orientation and Gender Reassignment	n/a		
Pregnancy and Maternity	n/a		
Care experience (children in care and care leavers)	n/a		
Socio-economic disadvantage (e.g. low income, poverty)	The licence fee applies equally to all applicants, so there is a no direct discrimination of tenants based on socio-economic considerations. Circumstances of tenants are likely to be materially different. There is a potential negative impact in relation to licence fees being passed onto tenants through rental charges. Tenants unable to pay may be forced to seek other accommodation or may become homeless. Applying a charging approach that does not		/

	differentiate individuals based on protected characteristics is fair. It would be disproportionate to pursue a differentiation fee policy.		
Marriage and Civil Partnership (in respect of employment discrimination only)	n/a		
Armed Forces Community (in respect of access to public services)	n/a		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The fee applies to all applicants – tenants with protected characteristics will not be specifically disadvantaged.

Local authorities must not use surplus fee income from one licensing scheme to fund other council activities. A separate narrative explains how the fees have been determined in line with guidance published by the Local Government Association.



HMO Fees and Charges narrative .d

Fees are required to be kept under constant review and should the scheme be operating at a deficit at the end of its five-year duration the expenditure of the scheme will be reduced accordingly. Conversely if, at review, the scheme is operating in surplus consideration will need to be made in respect of refunding landlords a proportion of their fees.

Background Information

Service area:	Communications
Directorate:	<u>Chief Executive</u>
Budget proposal reference number/s:	
Completed by: Date: Rebecca Hatch	Approved by: Date: 1 st December 2023

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Around the Royal Borough is the council's magazine distributed once a year (November) to every household across the borough to help update residents on council work and seasonal information. Due to the council's tight financial position in 2023/24, the Communications Service was asked to stop producing the November 2023 magazine in order to deliver in-year savings. Ceasing publication of Around the Royal Borough is also included as a proposed saving in the 2024-25 budget proposals.

The magazine is a non-statutory, discretionary service. In the last decade many councils have discontinued routine printed communications to all households, as print costs have increased significantly, awareness has grown around environmental impacts and new digital communications channels have become available and better used among communities for regular updates. The Royal Borough's digital channels – resident e-newsletter, website and social media – are a popular, cost-effective and environmentally-sustainable way of communicating regular, timely updates with residents. The required lead-in times and significant costs of producing, printing and distributing a printed magazine to every household has meant it has never been a channel that can practically be used for regular and/or responsive updates. In addition, over the years, Around the Royal Borough has reduced in frequency from quarterly to annually in order to make savings, making it even less suitable for timely communications.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal?	Potential positive impact	Potential negative impact
	How might these characteristics affect the impact of the proposal?		

	(If no influence on impact, state 'N/A')	(Tick where relevant)	(Tick where relevant)
Age	There is no data indicating how well read the magazine is, or who reads it. However, the Resident Survey, undertaken in 2022, indicates that residents' top choices for receiving information about council services or local issues are the council's e-newsletter, printed information and the council website. Printed information was a higher priority for residents over 55, those with a disability and those finding it hard financially. Older people may therefore be more impacted by not receiving the magazine.		X
Disability	There is no data indicating how well read the magazine is, or who reads it. However, the Resident Survey, undertaken in 2022, indicates that residents' top choices for receiving information about council services or local issues are the council's e-newsletter, printed information and the council website. Printed information was a higher priority for residents over 55, those with a disability and those finding it hard financially. Disabled people may therefore be more impacted by not receiving the magazine.		X
Sex	N/A		
Race, Ethnicity and Religion/Belief	N/A		
Sexual Orientation and Gender Reassignment	N/A		
Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	N/A		
Socio-economic disadvantage (e.g. low income, poverty)	There is no data indicating how well read the magazine is, or who reads it. However, the Resident Survey,		X

	undertaken in 2022, indicates that residents' top choices for receiving information about council services or local issues are the council's e-newsletter, printed information and the council website. Printed information was a higher priority for residents over 55, those with a disability and those finding it hard financially. People on lower incomes and at socio-economic disadvantage may therefore be more impacted by not receiving the magazine.		
Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The council fully recognises that not everyone has easy access to the internet, and this audience is considered in planning communications. Already, some content that had been originally planned for the November 2023 edition of Around the Royal Borough has been printed in smaller quantities and made available in libraries for the benefit of these audiences.

Where budget is available, and where required to best reach a specific audience, the council take a proportionate approach to producing printed materials for individual projects – posters, letters, flyers, leaflets and pull-up banners are all still used to help reach certain audiences. Often these printed materials, produced in smaller volumes, are distributed via community partners to better reach target groups. For example, information about cost of living support or skills courses.

The key council news stories that appear in the resident e-newsletter are also shared with the local media as a matter of routine, for them to cover in their printed newspapers and via local radio. Printed copies of consultation materials are made available from libraries upon request, or there are public-access computers available at all local libraries, where staff are happy to help people get online if needed. Key information such as concerning bin collection changes over the holiday period is also communicated through libraries, parishes and wider channels.

Background Information

Service area:	<u>Library and Resident Contact</u>
Directorate:	<u>Resources</u>
Budget proposal reference number/s:	
Completed by: Angel Date: 24/11/2023	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Remove the Inclusions Post

Currently the Inclusions Post has an income target against it of £15Kpa

The overall cost for this Grade 5 post is £35Kpa. With the £15K income the savings are £20Kpa.

The post aims to ensure that all residents are able to benefit from a comprehensive and efficient library service that meets their needs, drives aspiration and remains accessible to all including the most vulnerable. The income target against the post was applied to ensure value for money for the council taxpayer. Partners contribute to this post to ensure their priorities are met.

The post works with targeted groups to encourage uptake of library services in order to increase the opportunities for less advantaged children and their families as well as for adults with mental, physical or emotional challenges in the Royal Borough of Windsor and Maidenhead.

The post works with colleagues in Adult Social Care, Children's Services and Health to identify targeted groups and in particular with Education and schools to ensure that activity targets the most vulnerable young people.

- It aims to ensure stock is provided sufficient in number, range, and quality to meet any special requirements of adults and children who meet identified deprivation indices, encouraging those adults and children to make full use of library services.
- It manages a programme of activity both digital and physical that includes identified targets individuals and groups to reflect the four national universal offers: Reading, Information & Digital, Culture & Creativity and Health & Wellbeing
- It ensures all Royal Borough children have access to library services including reading for enjoyment.
- It develops positive relationships with stakeholders, partners and potential customers to increase opportunities to promote the Service to disadvantaged groups.
- It also manages the Bookstart and BookAhead initiatives

Some examples of the activities that may stop as a result of the removal of this post:

- The Army Covenant work (fully funded - £10K from the Army Covenant Fund)
- Good Grub Club in Dedworth (fully funded)
- Accessibility library services

- Partnerships with Stand Up for Autism and Learning Disability partners
- Bookstart offer – funded by AfC (£5000pa)
- Blood Pressure Monitoring in Libraries
- Parallel events (we expect this to be funded next year, £1000)
- Men’s Health event
- IAS partnership (AfC)
- Dyslexia partnerships
- Vision and Print Impaired library services
- Participation in Dementia Friendly Borough
- Participation in Aging Well

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state ‘N/A’)	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	This post focuses on babies (Bookstart), children who meet the criteria in terms of multiple indices of disadvantage, and those with Dementia which predominantly impacts older people.		√
Disability	This post prioritises the library’s accessibility offer which may be greatly reduced as a result of the deletion of the role. https://www.rbwm.gov.uk/home/leisure-and-culture/libraries/accessible-services-royal-borough-libraries		√
Sex	This role ensures activities such as Men’s Health are covered by the Library Service		√
Race, Ethnicity and Religion/Belief			
Sexual Orientation and Gender Reassignment			
Pregnancy and Maternity			
Care experience (children in care and care leavers)			

Socio-economic disadvantage (e.g. low income, poverty)	The main focus of this role is to ensure everyone, regardless of disability or means, is able to benefit from a comprehensive and efficient library service		√
Marriage and Civil Partnership (in respect of employment discrimination only)			
Armed Forces Community (in respect of access to public services)	This role has delivered many initiatives (fully funded) to support the Armed Forces.		√

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

This is a savings proposal. To remove the post would remove the opportunity to bid for the funding associated with it and will bring to a halt the work undertaken by the post holder. Due to year on year reductions to the library staff cohort it will not be possible to minimise the impact as services are already stretched and volunteers are already used extensively.

Background Information

Service area:	<u>Infrastructure, Sustainability and Economic Growth</u>
Directorate:	<u>Place</u>
Budget proposal reference number/s:	<u>PLA29S</u>
Completed by: Chris Joyce Date: 28/11/23	Approved by: Chris Joyce Date: 28/11/23

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

The proposals seek to maximise the cost recovery and income generation of our Economic Growth team to reduce the overall cost to the Council. This will include restructuring the team to focus on areas with highest cost recovery and income generation. This will include a change in service delivery model for some services to reduce the cost to the council.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	Some users may prefer a face to face service and there is a risk that this will be reduced with changes to the team.		X
Disability	Some users may prefer a face to face service and there is a risk that this will be reduced with changes to the team.		X
Sex	N/A		
Race, Ethnicity and Religion/Belief	N/A		
Sexual Orientation and Gender Reassignment	N/A		

Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	N/A		
Socio-economic disadvantage (e.g. low income, poverty)	N/A		
Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The proposals will seek to maintain the services in some form with the ability to provide face to face services where possible.

Background Information

Service area:	<u>Various</u>
Directorate:	<u>Various</u>
Budget proposal reference number/s:	
Completed by: Nikki Craig Date: 30/11/23	Approved by: Date

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

The potential service redesign or restructure of a service within the council leading to a reduction in headcount. In this event, any formal process would need to consider the protected characteristics of the individual or individuals affect by the redesign/restructure within the context of the wider workforce profile to assess if there are any disproportionate impacts to certain groups. For the purposes of the redesign/restructure, all employees will be treated equally regardless of protected characteristics.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	All staff will be treated equally regardless of Age		
Disability	'If any affected colleagues have a disability, reasonable adjustments will be available to enable them to participate fully in the process		
Sex	All staff will be treated equally regardless of sex		

Race, Ethnicity and Religion/Belief	All staff will be treated equally regardless of race, ethnicity and religion or belief.		
Sexual Orientation and Gender Reassignment	All staff will be treated equally regardless of sexual orientation and gender reassignment.		
Pregnancy and Maternity	All staff will be treated equally regardless of pregnancy or maternity. If any affected colleagues were on maternity leave, efforts would be taken to ensure they were appropriately engaged and informed about the process		
Care experience (children in care and care leavers)	All staff will be treated equally regardless of care experience.		
Socio-economic disadvantage (e.g. low income, poverty)	All staff will be treated equally regardless of socio-economic disadvantage.		
Marriage and Civil Partnership (in respect of employment discrimination only)	All staff will be treated equally regardless of marriage or civil partnership.		
Armed Forces Community (in respect of access to public services)	All staff will be treated equally regardless of any connection with armed forces community.		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

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Background Information

Service area:	<u>Social Care & Early Help</u>
Directorate:	<u>Achieving for Children - Children's Services</u>
Budget proposal reference number/s:	<u>CHI01E / CHI05E / CHI06E</u>
Completed by: Louise Dutton Date: 16/11/2023	Approved by: Lin Ferguson Date 05/12/2023

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Containment of the Children in Care

Work will focus on the right children and young people coming into the care of the local authority and at the right time. This will mean a greater focus on 'Family First' support, working with extended family and friends as alternative carers (when appropriate) and greater challenge in respect of children in care placements. The proposal will impact on children not in care. This will not conflict with any statutory responsibilities or requirements.

Children in Care Placement Review

Implementation of a 'Child by Child' Savings Plan identifying planned moves and/or rate reductions – enhanced scrutiny and challenge of this overseen by the Resource Panel. This should result in the right children and young people being in the right placements to meet their needs. The proposal will impact on Children in Care. This will not conflict with any statutory responsibilities or requirements.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	The placements and savings does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	
Disability	N/A		
Sex	N/A		
Race, Ethnicity and Religion/Belief	The placements and savings does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	
Sexual Orientation and Gender Reassignment	N/A		
Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	The placements and savings does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	
Socio-economic disadvantage (e.g. low income, poverty)	N/A		

Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The placements and placements savings will be met through child by child reviewing and assessment of Children in Care packages, identifying any changes needs.

Background Information

Service area:	<u>Special Education Needs and Disabilities Service</u>
Directorate:	<u>Achieving for Children - Children's Services</u>
Budget proposal reference number/s:	<u>CHI02E</u>
Completed by: Louise Dutton Date: 16/11/2023	Approved by: Lin Ferguson Date 05/12/2023

Provide a brief explanation of the budget proposal/s:

- What are the intended outcomes?
- Who will be affected by the proposal?
- Does this conflict with any statutory responsibilities or requirements?

Review of School Transport to provide an offer of statutory requirement only

Statutory offer includes removing non statutory travel support to over 16s, review offer to excluded pupils, and review fare payer transport offer.

The proposal does conflict with statutory requirements with risk that policy is overruled at tribunal due to general duty to support young people in education / training. This would potentially leave some high need 16+ young people at risk.

Equality Impact Analysis

	How do the protected characteristics influence the needs of individuals within this proposal? How might these characteristics affect the impact of the proposal? (If no influence on impact, state 'N/A')	Potential positive impact (Tick where relevant)	Potential negative impact (Tick where relevant)
Age	The Special Educational Needs & Disabilities saving does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	
Disability	The Special Educational Needs & Disabilities saving does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	
Sex	N/A		
Race, Ethnicity and Religion/Belief	N/A		
Sexual Orientation and Gender Reassignment	N/A		
Pregnancy and Maternity	N/A		
Care experience (children in care and care leavers)	N/A		
Socio-economic disadvantage (e.g. low income, poverty)	The Special Educational Needs & Disabilities saving does impact on this protected characteristic, however, children will be supported as set out in accordance with statutory responsibilities.	✓	

Marriage and Civil Partnership (in respect of employment discrimination only)	N/A		
Armed Forces Community (in respect of access to public services)	N/A		

Where a potential negative impact has been identified, what measures would be put in place to mitigate or minimise it?

The Special Educational Needs & Disabilities Services savings will be driven through process savings and efficiencies whilst ensuring statutory responsibilities are met, however, inevitably there may be some reduction in service response rate.