

Addendum to the Report of the Assistant Director, Policy, Programmes and Change to the meeting of Executive to be held on 4th February 2014 (Document BB)

1 Summary

- 1.1 Executive considered the Budget 2014-16 Engagement and Consultation Programme on 04 February 2014. (Document BB).
- 1.2 Executive considered an addendum to that report at their meeting on 04 February 2014 which noted an alteration to an equality assessment, updated on the participation rates and provided additional consultation feedback.
- 1.3 Executive considered a further addendum to Document BB at the meeting on 18 February which provided the latest participation rates.
- 1.4 This further addendum to the report of the 04 February 2014 updates the equality assessments carried out for all of the Budget 2014/16 proposals, in the light of the amended budget proposals tabled by Executive on 18 February 2014.

2 Document BB Update

- 2.1 In addition to the qualitative consultation carried out, the following table updates on the consultation responses received (paragraphs 4.6-4.9):

As at 18 th February 2014		
Formal Consultation submissions		
	Freepost	2,171
	Website form	480
	Email	69
subtotal		2,720
Formal Petitions		
	Paper	11,346
	E-petition	1,221
subtotal		12,567
Lobbying campaign		
	Postcards	361
	Photographs	123
subtotal		484
Grand total		15,771

- 2.2 The additional petitions received:
Petition objecting to stopping of Mobile Library Cullingworth (additional 21 signatories)
- 2.3 (Document BB paragraph 3.19): An updated and full account of all equality assessments and the actions identified to mitigate potential disproportionate impact for each individual proposal is provided in the appendix. The appendix also shows EIA form reference numbers, which have been compiled wherever a disproportionate impact has been identified or where the proposal is highly relevant to equality.
- 2.4 Case law has confirmed that, in order to fulfill the duty under S149 of the Equality Act 2010, Elected Members need to read in full the Equality Impact Assessment (EIA) forms, as they need to have regard to all of the information contained in them. The EIA forms are available on the Council's website at [Bradford Metropolitan District Council | Council budgets and spending | Equality Impact Assessments](#)

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Budget 2014-16 Proposals

Equality Analysis Schedule – with reference to individual Equality Impact Assessment (EIA) forms

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
Adults and Community services					
A1	Access Service	Reduce staffing budget in the Access Service by using NHS funds to recruit extra staff and changing the balance of professionally registered social workers to increase numbers of vocationally qualified social care workers	This proposal includes using online referral routes to reduce demand on professionally registered social workers. There may be an effect on people who are not confident or conversant with using telephony and web based applications, and could disproportionately impact older people, people with learning disabilities or people with mental health needs, and on people who do not have easy access to the internet, including low income households.	Over 50% of calls are by professionals or IT confident carers. These calls will be directed to IT or self serve solutions and answered at less busy times. This will free up the service to answer calls from people who are not IT-confident, meaning that calls will be answered quicker incurring smaller charges, an important factor for those on limited incomes. There is no expectation that those whose first language is not English will be signposted to web solutions and interpreting is available.	EIA A1
A2	Assessment & Support Mental Health	Review processes and service configuration to deliver a 10% saving by deleting unfilled posts.	Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as the proposal is about changes to the way that the service is administered rather than changes to service delivery.	N/a.	N/a
A3	Assessment & Support Older People and Learning Disabilities	Current service improvement programme is under way. Its completion will deliver a 10% saving through increased efficiency, redesign of processes and alignment with related health services. The balance of professionally registered social workers to vocationally qualified social care workers will change to increase the latter.	Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as the proposal is about changes to the way that the service is administered rather than changes to service delivery.	While there is no disproportionate impact anticipated, quality assurance processes will be developed to monitor that there are no disproportionate affect on any characteristic group.	EIA A3
A4	Carers	Current service levels are retained but a 10% efficiency to be achieved through a re-tender of the carer's contracts.	Equality impact carried out indicates that there will be no disproportionate impact on people with protected characteristics, as the number of carers supported through respite care is not expected to reduce, and a more	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			effective service should be delivered by the combined service commissioned with the NHS.		
A5	Day Care	The Council will withdraw completely from the direct provision of older people's social day care. All Local Authority Social Day Care centres will over the next 3 years be closed and reduced levels of re-provision will be bought through the independent or voluntary sector. The Council will also explore opportunities to work in partnership with NHS to support people with complex needs.	In the short term, changes to older people's day services could have a potential disproportionate impact on older people during transition from one provider to another. In the longer term the proposal aims to have a positive impact by increasing the diversity and range of potential activities; and consultation with local service users and carers has shown a need for more flexible day opportunities, that is responsive, available out of hours and enables mainstream community access. This feedback was used to shape the initial draft budget proposal	Service users would be supported through the process of transfer to the Independent Sector by the in-house team. The team would work with the new provider, where this is necessary, until the service user has confidence in the new provider..	EIA A5
A6	Domiciliary Care	The main focus of the Council's in-house Domiciliary Care Services will continue to be on short-term enablement services. It is proposed that the Council continues to provide long term care through the independent sector. It is also proposed that a bigger contribution to re-ablement services is required from the NHS and a £1.5 million additional contribution is being sought.	This proposal could have a disproportionate impact in the short term on the older people and disabled people who use the service, as it may involve a change in provider to deliver their support plan. Therefore the impact could be high in the short term whilst people adjust to the change, but in the longer term there should be no negative effects as all external providers adhere to the CQC standards of care, and their quality is monitored by the Commissioning Team.	Service users would be supported through the process of transfer to the Independent Sector by the in-house team. The team would work with the new provider, where this is necessary, until the service user has confidence in the new provider.	EIA A6
A7	Equipment - Community Alarms	Introduce a charge for the Community Alarm Service - £3 per week is proposed	This could have a potentially disproportionate impact on older people, disabled people, and people with low incomes, particularly service users who are not in receipt of DLA/AA benefits and who are in receipt of basic pension. There may be some service users who choose to cancel the service due to the proposed charge. Sheltered hard wired/linked properties connections should be exempt from the charge and would be applied only to those with dispersed units regardless	To mitigate the disproportionately impact, an initial six week free service period could be retained for new customers to support discharge from hospital or prevent admission. All those with an assessed need are very likely to be in receipt of Attendance Allowance or DLA.	EIA A7

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			of tenure.		
A8	Learning Disability (LD)/Mental Health (MH)/Physical Disabilities (PD) Residential Care	<p>To reduce the numbers of MH/LD people in residential care by supporting transition into supported living.</p> <p>To renegotiate individual contracts across all client groups where these are relatively high cost placements.</p> <p>To pool funds with Clinical Commissioning Groups (CCG) saving £2.7m because current costs of care for people in receipt of free after care under Section 117 of the Mental Health 1983 is met by the Council.</p>	<p>This proposal aims to offer a wider range of choices to meet peoples assessed needs, and so ensuring where possible people with particular characteristics are not disproportionately affected. However, there could be a high disproportionate impact on the current services users with learning disability, mental health, and physical disabilities living at the care homes where closure is proposed.</p>	<p>To mitigate the effect of the proposal, service delivery would be personalised and services delivered more flexibly.</p>	EIA A8
A9	Older People Residential Care	<p>In line with existing policy and subject to formal statutory consultation, decrease provision by closing a further two in-house residential homes and reduce the number of older peoples' residential placements in the independent sector through promotion of independent living.</p>	<p>This proposal will result in wider range of choice to meet people's assessed needs, and to ensure where possible people with particular characteristics are not disproportionately affected.. However, there could be a disproportionate impact on older people currently using services at the care homes where closure is proposed in the short term.</p>	<p>To mitigate the potential impact, new schemes would offer a wider range of choices to meet peoples assessed needs. There would be extensive engagement with service users groups, stakeholders, and independent providers to ensure seamless transitions for existing service users.</p>	EIA A9
A10	Shared Lives/Timeout	<p>Efficiency gains of 10% on services that help people to stay living in the community.</p>	<p>Equality assessment carried indicates that there is no disproportionate impact on people with protected characteristics, as this proposal is to find efficiencies in the administering the service.</p>	N/a.	N/a
A11	Supporting People	<p>Continue to make contractual efficiencies through procurement. Manage demand and provide access to the service only to priority groups by developing a new framework agreement with providers that ensures a new eligibility assessment to access services.</p>	<p>This proposal will have a short term impact on current service users, as it aims to reduce demand by introducing a single gateway (including a standard assessment) to access housing-related support. Over time, this should result in the right people receiving the appropriate support at the right time, so minimise the need for service users to come back into the service, and result in greater</p>	<p>To mitigate the potential disproportionate impact, the service would undertake an analysis of current service users, particularly to develop access and/or eligibility criteria.</p>	EIA A11

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			equality of access.		
A12	Supported Accommodation - Learning Disability (LD)	Achieve savings through improved productivity and staff turnover. Use of assistive technology to promote more independent living and reduce the number of support hours required.	This proposal is to promote independent living through assistive technology, and changes in sleep-in arrangements, which will not result in an overall change in service. There is a potential short term, low impact as existing service users adjust to changes to sleep-in arrangements.	To mitigate potential disproportionate impact, the change would be implemented using learning from other local authorities who have made similar changes; implementation would include risk assessment and engagement with everyone affected. This has been trailed successfully at two local supported living properties.	EIA A12
A13	Commissioned Services	To implement a range of reviews to identify efficiencies and to decommission the following services - Slivers of Time service, Deaf Day Services, Handypersons service, HIV/Aids Support Grant, Stroke Grant, Dementia Project, District wide advocacy and Drugs and Alcohol.	The proposal includes a review of 13 commissioned services; six of these would have a potential disproportionate impact on older people, disabled people and people on a low income, due to changes in service delivery or in charging arrangements. Commissioned services where there would be a potential impact include the Handyperson Scheme, Community Deaf Day Services, Community Meals Service, Mental Health Grants and District Wide Advocacy and the Slivers of Time website.	To mitigate across each commissioned service, actions would include developing community capacity, development of alternative approaches to delivery, contract and quality monitoring, developing more flexible and generic models. The HIV/AIDS service is not being decommissioned. The funding for the service will continue by public health into the next financial year.	EIA A13
A14	Direct Payments	Look to significantly increase the number of people with personal budgets delivering efficiencies through more local and direct purchasing. Also, audit Direct Payments made to Service Users and claw back any unused funds.	Equality assessment carried out indicates that there will be no impact on people with protected characteristics, as this proposal will identify and draw-back unspent funds and stop overpayments to providers. The proposal aims to better ensure that all service users will have access to the correct funds.	N/a.	N/a
A15	Safeguarding	Increased contributions are sought from Police and CCG partners.	Equality assessment carried out indicates that there will be no impact, as this proposal is to secure funding for the Safeguarding service, and to improve partnership commitment to adult safeguarding. This proposal will have a positive effect on older people, who are disproportionately represented in the 'vulnerable adults' group.	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
A16	Interpreting Service	Streamline the service by taking out administration costs and transfer the budget for the Interpretation and Translation to the end using Department.	Equality assessment carried out indicates no impact on people with protected characteristics, as interpreting and translation services, including the same range of languages and level of service, will still be available to support staff. Quality assurance measures will be in place to ensure that there is no adverse effect.	N/a	N/a
A17	Community Care Finance and Welfare Rights	A combination of efficiencies, deleting vacant posts and negotiation of increased income from NHS.	This proposal may reduce the level of in-house financial and benefit advice services available to social care clients and may have a low disproportionate effect on people on low income, disabled and older people, and families with children.	To mitigate any potential disproportionate impact, clients who need support would be prioritised based on their circumstances, and those with assessed needs who are at immediate risk will be prioritised for support.	EIA A17
A18	Nursing Care	Improve efficiency of commissioning with the NHS and reduce demand for nursing care by supporting people in their own homes where possible.	Equality assessment carried out indicates that there will be no impact on service users or to the public, as the proposal to change nursing placements through collaboration with health should enable more people to live independently.	N/a.	N/a
A19	Voluntary and Community Sector (VCS)	There are a number of services funded by Adults that meet health outcomes and funding is to be obtained from Public Health Grant.	Equality assessment carried out indicates there will be no impact on people with protected characteristics, as the proposal is to review funding streams.	N/a.	N/a
A20	Asylum and Immigration	To reduce expenditure in line with reducing numbers of children requiring support.	Equality assessment carried out indicates that there is no impact anticipated, as this proposal is in line with projected demand which has reduced over the past two years, and as a result of changes to legislation which have led to a significant reduction in the numbers of children needing support.	N/a	N/a
A21	Community Funding budgets.	25% reduction in Council funding for infrastructure support in Voluntary Sector organisations. 10% reduction in community funding budgets excluding Domestic Violence, Advice Services and Community Centre core costs.	The proposal includes a review of 10 commissioned services. The assessment has been changed from a low impact across all protected characteristics to noting that there is a potential disproportionate impact on young people, disabled people and people on a low income, people from BME communities	Mitigating actions would include developing community capacity, development of alternative approaches to delivery, contract and quality monitoring, developing more flexible and generic models.	EIA A21

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			for six of these commissioned services.		
Children's services					
C1	Behaviour and Attendance	Reconfigure nature of Education Social Work Service. Increase trading of Education Social Work services to schools.	Equality Assessment carried out indicates no disproportionate impact on service users who share the protected characteristics as schools are now expected to make sure that their pupils attend school while the Behaviour and Attendance team concentrate on Court action at the request of schools. There would be no reduction in the legal support available or disproportionate impact, the work would just be undertaken by different people which would save money.		N/a
C2	Diversity and Cohesion	Increase income generation from schools and utilisation of external grant funding	Equality Assessment carried out indicates no disproportionate impact on service users, as specialist advice, training and support will continue so that schools can support all children. The proposal will have a positive effect on the ability of schools and local communities to promote equality, diversity and community cohesion.	N/a.	N/a
C3	Early Childhood Services: Dedicated Schools Grant (DSG) Funded Services	Reconfigure the support of Equality and Access service to childcare settings by a reduction in staffing and allocation of grant funding.	The Equality Assessment carried out indicates that there is a potential to have a negative impact on children aged two to five years who have Special Educational Needs & Disability. The impact may be greater on children who have additional needs but without an identified disability. The DSG-funded early education places particularly allow children in the most deprived areas of the district to access early learning, and so low wage/low income households may be affected.	The Education, Health and Care Plans (operational from September 2014) can recognise both special educational needs and disability, and so provide reassurance that those with recognised needs will have access to appropriate services. Through these Plans, parents can also request personal budgets which they can use for direct care or education, and will contribute to targeted and timely intervention for children with special needs. The proposed savings in this area are £370,000. The total budget for child care is £17 million, and front line services for childcare are being protected.	EIA C3
C4	Early Childhood	Withdraw from seven Phase 3	Equality Assessment indicates that there may	The introduction of Education, Health	EIA C4

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
	Services: Children Centres	Children's centres. Reconfigure remaining Children's Centres in the District by reducing and consolidating the remaining service into the areas of highest need, subject to the outcome of statutory consultation. <i>A £1.2m contribution in 2014-15 from the Schools Forum has been allocated to support through ongoing dialogue the transition to a new delivery model for Children's Centres.</i>	be a potential impact on vulnerable families and those children with identified special needs.	and Care Plans in September 2014 will mitigate any potential impact against this. Travel issues for families would have to be reassessed. Multi-professional processes and information sharing have improved and makes it easier to identify vulnerable families and target them and will also help to mitigate the impact. The Families Information Service is being maintained at previous levels, which will mean that families can access information and resources.	
C5	Early Childhood Services - Early Years Activities	Move Early Childhood Services provision from 4 locations to 2. Reconfigure and reshape the delivery of Early Childhood functions in the district, including reductions in response to new OFSTED framework and functions in relation to quality.	Equality Assessment indicates no disproportionate impact on protected characteristics, as the delivery of services to children and families will not change. The proposal is as a result of a transfer of responsibility for quality to Ofsted – reduced infrastructure support required for Children's Centres.	N/a.	N/a
C6	Health and Well Being Team	Increase income generation and utilise public health grant funding	Equality assessment carried out indicates no impact on service users who share protected characteristics. As this proposal is to increase the level of traded services to schools on advice to reduce health inequality, it could have a positive effect by advancing equality of opportunity between different groups.	N/a.	N/a
C7	Outdoor Learning Centres	Remove Council's contribution to outdoor learning centres and implement a commercial business plan for all operations	Equality assessment carried out indicates no impact on service users who share protected characteristics as the proposal is for Outdoor Learning Centres to be self funding following refurbishment, and to increase participation and usage. The policy for access to the Centres by any pupils sharing protected characteristics, including low income, will not be changed. The proposal will not change	N/a	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			current practice where schools should and do consider the how the costs for poorer children are mitigated by their own schools budgets to enable these children to take part in this type of activity. The refurbishment will have a positive impact on service users with reduced mobility, as the buildings will be more user-friendly and accessible.		
C8	Psychological Service	Develop a traded service with schools	Equality assessment carried out indicates no disproportionate impact on service users who share protected characteristics as the proposal is to run the service on a more commercial model. Services will continue to be provided to the most vulnerable pupils.	N/a.	N/a
C9	Special Educational Needs (SEN) - Learning Support Service	Remodel Management of SEN Service	Equality assessment carried out indicates no disproportionate impact on service users due to protected characteristics, as the proposal is to protect the delivery of SEN services by reducing management costs. As the Learning Support Services encourage the inclusion of all pupils – and particularly assist pupils with general learning difficulties, speech and language difficulties, or autistic spectrum disorders – this proposal will advance equality of opportunity of children with protected characteristics.	N/a.	N/a
C10	Education Buildings Team	The Council's contractual arrangements with Integrated Bradford to build new schools under Building Schools for the Future (BSF) Phase1 and 2 included a 5 year ICT contract for each phase to which the Council made a financial contribution. This support will be withdrawn as schools make their own arrangements following expiry of the 5 year period.	Equality Assessment carried out indicates no disproportionate impact on protected characteristics, as the proposal a financial contribution that was held as a contingency, which is no longer required as schools make their own arrangements.	N/a.	N/a
C11	14-19 Services	Increase traded income from schools both within district and	Equality assessment carried out indicates no disproportionate impact on service users who	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		neighbouring authorities	share protected characteristics as the proposal is to run the service on a more commercial model, through contract management and traded services. It will help to eliminate discrimination and advance equality of opportunities through supporting our most vulnerable, including disabled and Black and Minority Ethnic (BME) young people to move from learning into work.		
C12	Curriculum ICT	Increasing trading activity with schools	Equality assessment carried out indicates there will be no disproportionate impact on people who share protected characteristics, as the proposal concerns ICT support to schools to deliver the curriculum.	N/a.	N/a
C13	Education ICT	Increasing trading activity with schools	Equality assessment carried out indicates there will be no disproportionate impact on people who share protected characteristics, as the proposal concerns support for data management.	N/a.	N/a
C14	Necessitous Clothing	Cease free school uniform grant payment. Financial assistance to be provided directly by schools and academies, from 1 April 2014, as agreed by the Schools Forum.	This proposal could impact on children from low income households, and on deprived areas of the district, who are more reliant on a grant to purchase a school uniform. It may also disproportionately impact upon BME communities, who tend to be over-represented in poorer or deprived areas in the district.	The Council is working with schools, through the Schools' Forum in which schools funding and financial policy is discussed, to develop closer working and explore how schools can support their poorer families around the issue of school uniforms, in order to mitigate the impact of this proposal. Individual schools could decide to support children from low income families, through the £900 Pupil Premium. Schools could take account of financial impact by re-designing uniform so that the uniform is cheaper, or consider 'nearly new' provision to recycle some items. If the voucher scheme does cease, parents would be able to benefit from the lower cost of uniforms on sale in large supermarket chains, rather than the smaller school uniform shops that participate in the school uniform voucher	EIA C14

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
				scheme.	
C15	School Organisation and Place Planning Team	Review work provided by the service and deliver management efficiencies	Equality Assessment indicates no impact on people with protected characteristics, as the proposal relates to management and administrative changes only.	N/a.	N/a
C16	Children's Specialist Services	Reduce the number of Looked After Children in District from 900 to 800 resulting in a saving in the care system across children's specialist services (see C18 to C20)	Equality assessment carried out indicates no disproportionate impact on people with protected characteristics, as this proposal is to keep children at home with their families wherever possible and safe to do so, by improving the way that Looked After Children services work together, and that all children at risk of harm get a timely assessment to make sure that they are safe. The proposal will support more children to live in their family and friend network, giving them security, and families should receive early help.	N/a.	N/a
C18	Children and Young People Team	Staffing efficiencies within children and young people team as a result of reductions in the number of Looked After Children	Equality assessment carried out indicates no disproportionate impact on people with protected characteristics, as this proposal is to keep children at home with their families wherever it is possible and safe to do so, by improving the way that Looked After Children services work together, and that all children at risk of harm get a timely assessment to make sure that they are safe. The proposal will support more children to live in their family and friend network, giving them security, and families should receive early help.	N/a.	N/a
C19	Looked After Team	Staffing efficiencies within looked after team as a result of reductions in the number of Looked After Children	Equality assessment carried out indicates no disproportionate impact on people with protected characteristics, as this proposal is to keep children at home with their families wherever possible and safe to do so, by improving the way that Looked After Children services work together, and that all children at risk of harm get a timely assessment to make sure that they are safe. The proposal will support more children to live in their family	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			and friend network, giving them security, and families should receive early help.		
C20	Fostering	Reduction in fostering costs due to the reduction in the number of Looked After Children.	Equality assessment carried out indicates no disproportionate impact on people with protected characteristics, as this proposal will support more children to live in their family and friend network, wherever possible and safe to do so, giving them security, and by ensuring families receive early help.	N/a.	N/a
C21	Residential Homes	Closure of one residential children's home as a consequence of a reduction in demand for places for Looked After Children through better care planning.	Equality assessment for this proposal shows that there will be no disproportionate impact, as the proposal aims to ensure more children live in their family and friend network wherever possible and safe to do so. This will result in the closure of a residential children's home.	N/a	EIA C21
C22	Family Centres	Legislative changes to the maximum length of family justice cases halve the time the Council has to offer contact for children and families and accelerates court proceedings – this reduces the amount of staff resource required in its statutory contact service.	Equality Assessment carried out indicates that this proposal will not have discriminatory impact and may have a positive impact for children involved in care proceedings as Family Court Case would be dealt with more quickly and will reduce the number of children living with uncertainty.	N/a.	N/a
C23	Disabled Children	Staffing efficiencies within the service	Equality assessment carried out indicates there will be a positive result as this proposal is to find efficiencies across three specialist services teams who provide for disabled children, children with complex health needs, and children with Special Educational Needs. The proposal is to better integrate service delivery, and reduce existing duplication of assessment, care plans and reviews, which can be time consuming for the families and offer a disjointed support package.	N/a.	N/a
C24	Purchased Placements	Improve the efficiency of commissioning by reducing purchased placements in children's	Equality assessment indicates there should be a positive impact as the proposal is to keep more children in the district and reduce	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		homes and increasing monitoring of external placement provision.	the need to send children outside the district in order to meet care plans.		
C25	Prevention and Support Services	Make better use of Public Health grant and reconfigure Children's mental health services to better meet needs in the community.	There could be a potential impact on young people with emotional/mental health difficulties as the proposed changes to the services are implemented, and a potential disproportionate impact on LGBT young people who can have a higher proportion of emotional issues.	The proposal is designed to move the service to a community based model, rather than a medical health appointment model, which will reduce stigma for the individual young person, and to focus reduced resources at areas of greatest need within communities. Making services more community focused should enhance the access for vulnerable groups including LGBT young people. Through its commissioning of services the Council and Clinical Commissioning Groups will ensure that providers are also sensitive to these needs.	EIA C25
C26	Residential Homes	Review terms and conditions of waking night staff in residential units	Equality assessment indicates that there should be no disproportionate impact, as children in care will continue to receive a residential care service with two members of staff available if there is need. Evidence for this has been drawn from the incidents logs for all homes, which have been scrutinised and show that there are minimal occasions where two staff are required to be awake all night.	N/a.	N/a
C27	Youth Service	Youth Services delivery to be reduced within the District. The reduced service will be delivered through two locations in Keighley and Bradford. Each parliamentary constituency will have two youth workers to deliver priority work. A central commissioner will also assist Area Committees in delivering local priorities. <i>In response to the consultation the proposed £3.2m cut to Youth</i>	This proposal may have a direct impact on young people due to their age, those who are from BME backgrounds and who are vulnerable, not in education, employment & training. It is likely to impact on young people who have a disability, and on young people with different sexual orientations. It is likely to impact on pregnant young women, and on young women at risk of teenage pregnancy. The proposal will reduce management and protect front line jobs, and will ensure that all Youth Workers have appropriate professional supervision.	To mitigate the potential disproportionate impact, delivery through a neighbourhood structure with a central commissioning function will help better local intelligence to be used to target areas of greatest need anywhere within the district. The provision of a centrally retained commissioning budget will ensure that any emerging longer term problems can be tackled, while the youth workers in each constituency area will be able to respond to emerging local needs and priorities. The new model will involve continuing to strengthening the	EIA C27

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		<i>Service has been reduced by £1.75m to £1.45m over the next two years. This will allow the Council to deliver significantly more Youth Services than originally proposed.</i>		relationship with voluntary and third sector providers and building capacity to deliver within these organisations.	
C28	Home to School Transport	Home to school transport savings (see C29 to C31 for detail)	This proposal could have a potentially disproportionate impact on children and young people from specific religious groups, and on vulnerable groups including children and young people attending Pupil Referral Units (PRUs) and pupils with Special Educational Needs (Covers proposals C28-31).	The disproportionate effects of this proposal may be mitigated by offering families the option to purchase a bus pass. Changes would only apply to new applicants. Support would continue to be provided to those families currently in receipt of it, until the child/young person leaves school. For children attending faith schools, the schools may chose to pay for the pupil's transport arrangements. For children attending PRUs, any risk associated with disruptive behaviour could be mitigated by the Safer Schools Partnership.	EIA C28 – C31
C29		Changes to transport provision agreed by Council's Executive Committee in April 2013	See Above	See Above	EIA C28 – C31
C30		Retendering of transport contract	See Above	See Above	EIA C28 – C31
C31		Removal of discretionary transport entitlement to travel to Faith Schools	See Above	See Above	EIA C28 – C31
C32	Investment in Bradford Achievement Service		N/a.	N/a.	N/a
C33	Investment in Leaving Care Services		The service provides a broad range of support and advice (personal, financial, housing, employment, training, educational and health) to vulnerable young people leaving care and moving on to independence. This proposal would promote equality of opportunity for a vulnerable group of young people who need the best possible support to	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			live independently as adult citizens.		
C34	Children Services Underspends 2013-14	Children's Services are forecasting to underspend by £1.5m which is available to support the service in the 2014-15 financial year. The underspend has been generated through vacancy control, income generation and through service efficiency.	N/a.	N/a.	N/a
Additional Savings Proposed 18 Feb 2014					
C35	Director's Office	Reduction in supplies and services budget.	Equality assessment carried out indicates no disproportionate impact on service users as the proposal relates to back office facilities.	N/a	N/a
C36	Education ICT	Increase traded income with Schools.	Equality assessment carried out indicates that there will be no disproportionate impact, as the proposal concerns support for data management.	N/a	N/a
C37	School Organisation and Place Planning Team	Reduction in supplies and services budget across the services.	Equality assessment indicates no disproportionate impact, as the proposal relates to efficiencies and will not impact on service delivery.	N/a	N/a
C38	14-19 Service	Efficiencies savings built into the Connexions Service contract.	Equality assessment carried out indicates no disproportionate impact on service users as the proposal is to deliver efficiency savings in the way that the contract is administered and managed, and will continue to target young people who are at risk of becoming NEET.	N/a	N/a
C39	Deputy Director's Office	Further management efficiencies within the Deputy Director service area.	Equality assessment carried out indicates no disproportionate impact as the proposal relates to management efficiencies, and the work will continue through the delivery of traded services to schools as part of the normal business for these services.	N/a	N/a
Regeneration and Culture					
R1	Senior Management	Reduce operational and technical	Equality impact assessment carried out	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
	& Support	budgets available to address in year issues across Regeneration	indicates no disproportionate impact on people who share protected characteristics, as the proposal concerns the management and administration of the service.		
R2	Libraries	<p>Cease Mobile Library Service. Continue with the progress we have made on the co-location of library services so that at the end of Year 1 we will have co-located 6 libraries with other services. In year 2 it is proposed that we seek to transfer 4 libraries to community management.</p> <p><i>The original saving proposal has been reduced by £40,000 in order to continue to provide a home delivery service, at a reduced level.</i></p>	The proposal to reduce the number of council-managed libraries will affect all users of library services, and so has no disproportionate impact on people with protected characteristics. The Home Library Service (part of Mobile Library Delivery) may have a disproportionate impact on older customers or disabled people unable to visit libraries buildings.	The original saving proposed for the Home Library Service has been reduced by £40,000 in order to continue to provide a home delivery service, at a reduced level. The equality impact has been reassessed to have a low potential impact on older people and disabled people. To mitigate the disproportionate impact, the library service will continue to explore the potential for different forms of service delivery.	EIA R2
R3	Museums	Continue the current plan to consolidate services from the current 7 sites to 5 museum sites including development of one community managed museum at Manor House, Ilkley	Equality assessment carried out indicates there will be no disproportionate impact, as the service will continue through a different delivery method. As the preferred approach in this proposal is to transfer to community management, there would not be a loss of community space.	N/a	N/a
R4	Theatres	Trading efficiencies - Additional Income from improved programming and theatre sales	Equality assessment carried out indicates there will be no disproportionate impact as the proposal is to increase income through trading.	N/a.	N/a
R5	Markets	Trading efficiencies to increase surpluses through additional income and/or reduced expenditure. Ministry of Food Project to continue with support from redirection of funds	Equality assessment carried out indicates that there is no disproportionate impact on people with protected characteristics, as this option relates to increasing efficiencies through improved trading.	N/a.	N/a
R6	Tourism	Efficiency savings including increased retail income and paid services	Equality assessment carried out indicates that there is no disproportionate impact on people with protected characteristics, as the service will be maintained.	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
R7	Festivals & Support	Reduction in the number of festivals receiving council funding as part of a 3 year programme to withdraw from festival support. The actual number of events affected will be dependent upon a new commissioning model for council investment and also the potential to leverage funding from other sources.	The reduction in funded events may have a disproportionate impact on people who share a protected characteristic as some of the activities supported fall outside mainstream provisions, and support communities of interest.	To mitigate any potential disproportionate impact, the service would work with festival organisers to support and assist them in securing other sources of funding. Festivals, which are already organised by organisations other than the Council, receive differing levels of investment based on a range of factors and there is no 'common' funding level. Criteria for reduction of funding levels will be considered as part of any overall reduction in the current global investment.	EIA R7
R8	Economic Delivery & Economic Programmes	Merging and reduction of delivery teams to focus on delivery of the city centre and key projects across Airedale and the wider District. Cease providing accountable body support to third parties.	This proposal may have a low impact on communities located outside of the city centre - this could include older people, who tend to live outside the city centre; and on young people who live outside the city centre and are seeking employment elsewhere in the district.	Any disproportionate impact would be mitigated by economic and regeneration activities that take place in other areas of the district.	EIA R8
R9	Master plans & Town Centres	Develop Business Improvement Districts as an alternative delivery model. Reduce staffing support for Airedale Masterplan. Manningham Masterplan will be managed out of the Neighbourhoods service to better streamline its objectives with locally determined desired outcomes	The proposal may have a low impact on low wage/low income people. As a result of consultation, it has been agreed to transfer responsibility for the Manningham Masterplan to the Neighbourhoods Service and to continue with the work of the Masterplan Board.. The impact on Race as a protected characteristic has been changed from no impacted to Low.	The disproportionate impact would be mitigated by other regeneration activities that take place in other parts of the district.	EIA R9
R10	Business Enterprise and Inward Investment	In year 2: To reduce inward investment activity. Reduction in match funding for business support.	The proposal may have a low impact on low wage/low income people.	To mitigate the potential impact, areas of economic under performance would be targeted.	EIA R10
R11	Bradford City Centre	The City Centre team to concentrate on operational activity with development activity being addressed solely through economic delivery and programmes – see (R8)	Equality assessment carried out indicates that this proposal will not have a disproportionate impact on people who share the protected characteristics.	N/a.	N/a
R12	Admin Buildings &	Additional changes to the current	Equality assessment carried out indicates that	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
	Office Services	property programme, reducing costs and achieving energy efficiencies through continued reduction and more efficient servicing of offices and work places	there should be no disproportionate impact on people who share protected characteristics as this proposal concerns the catering and cleaning services carried out within the Council's work places.		
R13	Building & Technical Services	Reduce revenue expenditure on maintenance of buildings and capitalise improvements	Equality assessment carried out indicates that there is no disproportionate impact on people who share protected characteristics, as this proposal concerns efficiencies in the Council's estate, and will promote accessibility for building users, customers and service users.	N/a.	N/a
R14	Housing Operations	Use Public Health grant to help meet increasing demand for home adaptations	Equality assessment carried out indicates that there is no disproportionate impact on people who share protected characteristics as there is no change proposed to core service delivery.	N/a.	N/a
R15	Homelessness Service	Use Public Health Grant to support the increasing demand placed on the Service.	Equality assessment carried out indicates that there is no disproportionate impact on people who share protected characteristics as there is no change proposed to core service delivery.	N/a.	N/a
R16	Employment & Skills (Commissioning)	Use Public Health grant to sponsor twelve month employment contracts for local people.	Equality assessment carried out indicates that there is no disproportionate impact on people who share protected characteristics as there is no change proposed to core service delivery.	N/a.	N/a
R17	Employment & Skills (Delivery)	Continue current reform plan to rationalise delivery. Maintaining service delivery and contracts but from a reduced number of council sites. There will be no detrimental impact on service delivery	Equality assessment carried out indicates that there will be no disproportionate impact on people who share protected characteristics, as the proposal is to reduce the number of buildings occupied and for staff to work in schools and other public facilities where customers are already used to going.	N/a.	N/a
R18	Corporate Utility costs	Deliver energy savings through more efficient procurement and through continued reduction in energy usage	Equality assessment carried out indicates that this proposal has no impact on service users or the public, as it relates to reducing energy and other utility costs incurred by the Council.	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
R19	Corporate	Utility savings from closure of inefficient buildings as council services are reshaped	Equality assessment carried out indicates that this proposal has no disproportionate impact on people with protected characteristics as it relates to reducing utility costs.	N/a.	N/a
R20	Environmental Sustainability	Make use of Public Health grant to support fuel poverty work	Equality assessment carried out indicates that there is no disproportionate impact, as there is no change proposed to core service delivery.	N/a.	N/a
R21	Planning & Transportation Strategy	Reduce work on non-statutory strategies and supplementary plans, potentially impacting on quality of development and future plan preparation	Equality assessment carried out indicates that there will be no disproportionate impact as the proposal is to change the way that the Council develops transport strategies and plans, including engaging with service users.	N/a.	N/a
R22	Building Control Service	Efficiency savings through revised delivery processes, with possibility of forming a West Yorkshire Building Control Shared Service.	Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as services will be maintained at current levels.	N/a.	N/a
R23	Development Management & Land Drainage Service	Rationalise and reduce service and grow income through new arrangements being approved by government in relation to sustainable drainage service funding	Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as services will be maintained at current levels.	N/a.	N/a
R24	Countryside and Rights of Way	Reduction in service to meet statutory obligations, reducing countryside management and enforcement of rights of way	This proposal may reduce pro-active and enforcement work to make the countryside accessible, and so may have a disproportionate impact on disabled people and older people who have mobility issues.	To mitigate this potential impact, there could be increased use of voluntary resources to improvement rights of way. The service could promote accessible routes and maintain these to a sustainable standard.	EIA R24
R25	Highways Asset Management including Highways Streetscene	Reform services following on from highways delivery review. Reduce lighting costs and energy consumption through reduced and/or varied street lighting levels across the district's modern lighting stock. Securing a reduced highways insurance premium due to application of new legislation.	The proposal to reduce or vary the street lighting levels may lead to increased fear of crime which is likely to be felt by people who may already feel vulnerable within their communities especially for older people, vulnerable people, women, LGBT people, people with sight loss and the deaf.	To mitigate the potential impact identified, variable lighting levels would provide the correct amount of light for the traffic flow and pedestrian footfall, and based on the time of day. The lighting levels would be 100% during the peak periods (especially in the winter months), and would only be reduced when traffic and pedestrian usage declines	EIA R25

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
R26	Transportation Development Group	Continuation of Highway Review to extend process improvements in highways and street lighting. Introduce Bradford/Calderdale/Kirklees joint permit scheme to improve control over work undertaken by utility providers on the Districts highways. Road safety service maintained with support from redirection of Public Health grant	Equality assessment carried out indicates there will be no disproportionate impact on people who share protected characteristics, as the proposal is to improve coordination of roadwork by utility providers.	N/a.	N/a
R27	Capital Team	Proposals to form a single capital team generating staffing and other cost efficiencies.	Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as the proposal concerns Council administration	N/a.	N/a
Additional Savings Proposed 18 Feb 2014					
R28	Homelessness Service	Reduce the homelessness budget by £50,000 through savings in accommodation costs by InCommunities and further reduction in Bed and Breakfast costs.	Equality assessment carried out shows that there will be no disproportionate impact to service delivery, as the proposal is to make further efficiencies through opportunities provided by the reduction of people being placed in Bed and Breakfast accommodation.		N/a
R29	Buildings Maintenance	Further reduced maintenance undertaken on council buildings. (See R13).	Equality assessment carried out shows that there will be no disproportionate impact to the public or service users. Accessibility to buildings for the public will remain a priority.		N/a
R30	Libraries	Further staffing efficiencies.	Proposal R30 for further efficiency does not change the original equality assessment that reducing the number of council-managed libraries will affect all users. Changes to the Home Library/Mobile The original saving proposed for the Home Library Service has been reduced by £40,000 in order to continue to provide a home delivery service, at a reduced level. The equality impact has been reassessed to have a low potential impact on older people and disabled people.	The original saving proposed for the Home Library Service has been reduced by £40,000 in order to continue to provide a home delivery service, at a reduced level. The equality impact has been reassessed to have a low potential impact on older people and disabled people. To mitigate the disproportionate impact, the library service will continue to explore the potential for different forms of service delivery.	EIA R2 updated 18 Feb 2014

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
R31	Planning Development Services	Reduction in staffing administration costs.	Equality assessment carried out indicates that there will be no disproportionate impact as this proposal relates to further efficiencies and will not impact on service delivery.		N/a
R32	Other	Additional efficiency savings across Regeneration and Culture Services.	Equality assessment carried out indicates that there will be no disproportionate impact as this proposal relates to further efficiencies and will not impact on service delivery.		N/a
Environment and Sport					
E1	Environmental health	Align public health funding with outcomes supported and delivered via Environmental Health Services. This will maintain a viable Environmental Health function which is able to meet statutory responsibilities around health protection and food safety.	Equality assessment indicates that there will be no disproportionate impact to people with protected characteristics as there will no change to core service delivery.	N/a.	N/a
E2	Emergency planning	Combine the Council's emergency planning function with the emergency planning function of Public Health. Ensures efficiencies, resilience and a service able to meet the statutory responsibilities of emergency planning.	Equality assessment indicates that there will be no disproportionate impact on people with protected characteristics as there will not be a significant change to core service delivery.	N/a	N/a
E3	Recycling / Waste Collection / Waste Disposal	Continue weekly collection of residual waste and progress improvements to kerbside recycling - increasing recycling collection frequency to two-weekly and expanding materials collected to include plastics - and garden waste collections. Cease collection of waste left at the side of bins and require that bins are closed at the point of collection to drive up kerbside recycling, limit residual waste, improve efficiency	Equality assessment carried out indicates there will be no disproportionate impact on people who share protected characteristics, as the proposal anticipates the need to accommodate larger household sizes and elderly or disabled users & includes means to provide additional support.	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		<p>and reduce the amount of uncontained waste in the environment and the cost of dealing with it. Together these actions/policies on residual waste, recycling and garden waste collections will result in an overall reduction in the amount of waste for disposal and will deliver savings linked to the cost of disposal and treatment.</p> <p>Income from the sale of an increasing amount of recycled material and lower costs from reduced amounts of waste going to treatment and landfill partly mitigates the higher cost of the service (extra recycling collection rounds) in 2014-15 and produces a net saving from 2015-16 onwards.</p>			
E4	Waste Disposal - Household Waste sites	<i>Following consultation the proposal to reduce opening hours and close all sites two days per week has been withdrawn</i>	N/a.	N/a.	N/a
E5	Government grant for retaining weekly collections of household waste in the district.	The balance of grant funding for extra recycling is available to support the service for 2014-15	Equality assessment carried out indicates no impact on protected characteristics, as the proposal concerns grant funding to continue the core service.	N/a.	N/a
E6	Street Cleaning	Full year effect of the revised shift working patterns implemented in 2013-14.	This proposal is likely to lead to an increase in litter and detritus. The neighbourhoods that have been most impacted on when street cleansing resources have been reduced, have been areas with high density housing, however this will not have a disproportionate impact on people sharing protected characteristics.	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
E7	Street Cleaning	Reduce staffing on mechanical sweeping to align with machine availability	This proposal is likely to lead to an increase in litter and detritus. The neighbourhoods that have been most impacted on when street cleansing resources have been reduced, have been areas with high density housing, however this will not have a disproportionate impact on people sharing protected characteristics.	N/a.	N/a
E8	Street Cleaning	Reduce the resources of the Ward Clean Teams by reducing working hours to a standard 37 hour week.	This proposal is likely to lead to an increase in litter and detritus. The neighbourhoods that have been most impacted on when street cleansing resources have been reduced, have been areas with high density housing, however this will not have a disproportionate.	N/a.	N/a
E9	Street Cleaning	To close all the public toilets except City/Tourist centres. Retained public toilets would be City Park and City Hall, Bradford, Brook Street, Ilkley, Bronte Parsonage, Haworth, and Saltaire. Facilitate public access to toilets in public/civic buildings. <i>Following the consultation the proposals to close public toilets at Haworth Central Park, Baildon, Ilkley Town Centre and Lister Park have been withdrawn.</i>	The proposal may disproportionately impact on older people, pregnant women, young children and people with disabilities. The consultation feedback also identified potential impact on Gender Reassignment as a protected characteristic, and impacts on baby changing facilities	To mitigate this, the service would encourage nearby businesses to allow people to use their facilities. The Council would review access for the public to toilets in Council and other public buildings, to make sure the facilities are available when the buildings are open.	EIA E9
E10	Customer Services	Review Customer Service provision across the Council including the Revenues and Benefits department and Children's and Adults departments, who also provide advice services. A rationalisation of service provision and staffing structures is proposed.	This proposal could have a disproportionate impact on older people, and people in low income/low wage groups if they do not have access to the internet or email. It could disproportionately impact on BME people who do not read English, and on disabled people who need accessible information.	To mitigate the potentially disproportionate impact the Council remains committed to the Five Principles of Producing Better Information for Disabled People, and will also continue to make sure the Council website is accessible. Greater self service access will provide the majority of citizens with a more efficient service; thereby freeing up the limited resources to focus on those who need additional support.	EIA 10

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
E11	Neighbourhoods Engagement, Safer, Stronger	Reduction in number of ward officers.	The reduction in ward officers may impact on the ability of Area Committees to respond to issues highlighted within localities – this could disproportionately impact on neighbourhoods with high numbers of people with low incomes/ wages.	The remaining ward officers will ensure that there is no disproportionate impact on groups with protected characteristics.	EIA E11
E12	Neighbourhoods Engagement, Safer, Stronger	Subject to negotiation and agreement with West Yorkshire authorities, reduce cost of Police Community Support Officer contract. (See also E18)	The reduction in Police uniformed street presence could lead to increased antisocial behaviour and increased fear of crime, which is likely to be felt by people who already feel vulnerable within their communities, including older people and people with disabilities. It was perceived that a reduction in uniformed officers could lead to an increase in anti social behaviour and re-offending leading to women, older people and LGBT people being most impacted due to personal safety fears.	The additional funding identified at E18 will reduce the potential impact. To mitigate any impact, the Neighbourhood Service would continue to work with West Yorkshire Police through Ward Officer teams, to ensure that the remaining PCSO resource is used effectively, and continues to link with Council Wardens. In mitigation, services will focus on areas of greatest need to ensure no disproportionate impact on any one sector of the community.	EIA E12
E13	Area Action	The proposal is to end the Area Action Plan funding which is available to Area Committees for local projects and schemes.	The proposal will affect the ability of Area Committees to respond to issues highlighted within localities – this will impact on everyone, but is likely to have a slightly higher impact on neighbourhoods with high numbers of people with low incomes/ wages.	N/a.	EIA E13
E14	Warden Services	Reductions in number of community wardens.	This proposal may lead to increased fear of crime particularly by people who already feel vulnerable within their communities. The proposal may impact on fostering good relations across different groups, which would be felt disproportionately by groups who are already affected by hate crimes - race and ethnicity, faith and belief, lesbian and gays, disabled people, and people with learning disabilities. It was perceived that women and older people could be disproportionately affected.	To mitigate the disproportionate impact, the Neighbourhood Service would continue to work with West Yorkshire Police through Ward Officer teams, to ensure that the remaining PCSO resource is used effectively, and continues to link with Council Wardens. Services will focus on areas of greatest need to ensure no disproportionate impact on any one sector of the community.	EIA E14
E15	Sports Facilities and	Re-focus sports services work to	This proposal to change the way sports	To mitigate the potential negative impact,	EIA E15

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
	sports and swimming development.	<p>areas that will bring more customers to use the Council's sports facilities and increase income by reviewing the sessions offered to maximise customer uptake.</p> <p>To consider alternative delivery models for sports development work, sports hall, dual use sites, diving/swimming coaching and outdoor activities.</p>	<p>services are provided aims to better meet the needs of the district's growing population and enable funding for improved facilities and services to be more easily secured. In the short term, however, the proposal will impact on existing service users, and may have a disproportionate impact upon older people, disabled people, and low income households who may experience barriers to travelling further.</p>	<p>programmes would be developed to encourage more people to exercise, including targeting specific groups.</p>	
E16	Parks and Woodlands	<p>Review the workforce to reflect seasonal variations, which will reduce the core level of staff for the winter period and increase the workforce with seasonal staff to support the level of grass cutting and other soft landscape works in the spring/summer months.</p> <p>Engage and support clubs and community organisations to develop more sustainable self help models for future delivery of service linked to the maintenance of facilities dedicated to clubs.</p>	<p>Equality assessment carried out indicates that there will be no disproportionate impact on people with protected characteristics, as this proposal will maintain the existing quality and quantity of visible green spaces, and provide continuing opportunities for formal and informal sport & events.</p>	N/a.	N/a
Additional Savings Proposed 18 Feb 2014					
E17	Environmental Health	<p>Further staffing efficiencies within Environmental Health.</p>	<p>Equality assessment carried out indicates that there will be no disproportionate impact on service users as work will be prioritised to ensure there is no change to core service delivery.</p>	N/a	N/a
E18	Neighbourhoods	<p>Additional contribution by Police and Crime Commission to Police and Community Support Officers.</p>	<p>Equality assessment indicates there will be no disproportionate impact, as the proposal relates to resource contribution from PCC.</p>	N/a	N/a
Finance					
F1	Financial Services	<p>Reduction in size of the Finance function by staffing efficiencies. The</p>	<p>Equality assessment carried out indicates that there will be no disproportionate impact on</p>	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		coverage of the service will remain similar but resources will be deployed to the highest value / risk areas.	the council's service users or customers, as the proposal concerns the way in which accounting, audit and insurance services, and management of financial systems, controls and procedures are governed and administered.		
F2	Revenue & Benefits	Introduce crisis payments on a loan basis to partially replace the existing grant system. This will recycle funding and allow for assistance to vulnerable residents living in supported accommodation to be included. Reduce demand for crisis awards and community care grants. Remove Council contribution to the discretionary housing payment fund.	The proposals will have a potentially disproportionate impact on vulnerable people, people living on low income/low wage, and particularly vulnerable people who are disabled, who have a learning disability, and, because of overrepresentation in low wage jobs or deprived areas, some BME groups.	To mitigate, the changes will be supported with plans to reduce demand; & the Discretionary Support Payments scheme criteria will be reviewed to ensure that the crisis loans are targeted at the most vulnerable/needy applicants. Changing the scheme to loans, rather than grants, with the support of the Credit Union will also help to promote ways that people can improve their household budgeting and financial literacy.	EIA F2
F3	Commissioning and Procurement	Reduction in size of the Commissioning & Procurement function by staffing efficiencies. The coverage of the service will remain similar but resources will be deployed to the highest value / risk areas.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers, as this proposal is to make the back office support functions for commissioning and procurement more efficient.	N/a.	N/a
F4	Commissioning - Adults	In Adult Services where the commissioning team operate make staffing efficiencies.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers, as this proposal is to make the back office support functions for commissioning and procurement more efficient.	N/a.	N/a
F5	Commissioning - Children's	In Children's Services where the commissioning team operate make staffing efficiencies.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers, as this proposal is to make the back office support functions for commissioning and procurement more efficient.	N/a.	N/a
Additional Savings Proposed 18 Feb 2014					

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
F6	Financial Services	Further staffing efficiencies within Financial Services.	Equality assessment carried out shows there will be no disproportionate impact on service users as the proposal relates to the way in which accounting, audit & insurance services, and the management of financial systems, controls & procedures are governed and administered.	N/a	N/a
Chief Executive					
X1	Chief Executive's Office	Efficiencies across the Chief Executive's Office, including staffing efficiencies in the three Political Group Offices.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office support to the council's strategic functions/other council Departments.	N/a.	N/a
X2	Strategic Support - Policy Programme & Change	Re-design a prioritised corporate service focused on the delivery of corporate and strategic priorities and support to Departments.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office support to the council's strategic functions/other council Departments..	N/a.	N/a
X3	Public Affairs & Communications	Reduce corporate printing and marketing costs. Stop producing Community Pride.	Reducing the Council's use of printed materials, and providing more information online/electronically, could have a disproportionate impact on older people, and people in low income groups, if they do not have access to the internet or email. It could disproportionately impact on people, including from BME groups, who do not read English, and on some disabled people, who may require specific printed accessible information.	To mitigate the potential disproportionate impact, the Council will remain committed to the Five Principles of Producing Better Information for Disabled People, and to producing Braille, audio and easy read versions of printed materials when requested. The Council would also continue to make sure its website is accessible. Information about key Council services, events and activities would continue to be produced in different formats when requested or where this is essential to accessing and delivering vital services.	EIA X3 updated
Additional Savings Proposed 18 Feb 2014					
X4	Public Affairs and Communication	Staffing efficiencies within Public Affairs and Communication.	The equality assessment for the original Public Affairs & Communications proposal	To mitigate any potential disproportionate impact, the Council will remain	EIA X3 updated

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			(X3) is not altered by this proposal for further efficiencies: this could have a disproportionate impact on older people, and people in low income groups; on people, including from BME groups, who do not read English, and on disabled people.	committed to the Five Principles of Producing Better Information for Disabled People, and to producing Braille, audio and easy read versions of printed materials when requested.	include proposal X4
X5	Strategic Support	Reduce business support across the Council, secure increased income to fund specific projects in 2014-15 and make further staffing efficiencies in 2015-16.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office support to the council's strategic functions & to other council Departments.		N/a
Human Resources					
H1	Human Resources & Transactional Support	Streamlining of service and staffing efficiencies.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office support to the council's strategic functions/other council Departments.	N/a.	N/a
Public Health					
Additional Proposal 18 Feb 2014					
P1	Public Health	Additional support for Council services delivering health outcomes within Adults Services.	Equality assessment indicates there will be no disproportionate impact as this proposal will support the delivery of health outcomes.	N/a	N/a
City Solicitor					
L1	Legal & Democratic Services	Staffing efficiencies	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office.	N/a.	N/a
L2	Registry Office	Staffing efficiencies	The proposal may have a disproportionate impact on some faith communities, as the reduced service in the Registry Office may result in difficulty in obtaining death certificates promptly, which is of particular significance to the Muslim, Jewish and Hindu	The out of hours service will be maintained, and the appointments system will be operated in a way that leaves afternoon appointments vacant to accommodate families who need urgent death certificates.	EIA L2

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			faiths.		
L3	Elections Office	Staffing efficiencies	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office.	N/a.	N/a
L4	Committee Secretariat	Staffing efficiencies <i>The original saving in 2015-16 has been reduced by £30,000</i>	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office.	N/a.	N/a
L5	Members' Support	Merge Members' Support with Committee Secretariat	Equality assessment carried out indicates there will no disproportionate impact on the council's service users or customers as this is a change in the back office.	N/a.	N/a
L6	Civic Affairs	Reduce the function of the Civic Office	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office.	N/a.	N/a
Additional Savings Proposed 18 Feb 2014					
L7	Members Expenses	Reduction in Members' expenses.	Equality assessment shows that there will be no disproportionate impact as the saving does not affect services to the public		N/a
Cross-cutting					
Z1	Capital financing costs	Reduce the current capital investment plan by £20m and then undertake a period of consolidation so that no new capital investment activity is undertaken unless it is - fully funded; - invest to save with a short payback period.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers. Any future capital investment activity will be subject to equality assessment before it is undertaken.	N/a.	N/a
Z2	Senior Management Arrangements	Further realignment and streamlining of management arrangements to improve efficiencies.	Equality assessment carried out indicates there will be no disproportionate impact on the council's service users or customers as this is a change in the back office support to	N/a.	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
			the council's strategic functions/other council Departments		
Z3	Transport Review	To undertake a comprehensive review of the transport provision provided to Children's Services and Adult & Community Services. This will be through a combination of efficiencies and revised eligibility criteria for the provision of transport.	This proposal to review transport provided to some current service users is likely to have a positive affect and greater choice through personalisation of budgets. However, a review of discretionary aspects of the transport policy may have a disproportionate impact on children and adults with disabilities.	To mitigate any disproportionate impact, service users could be offered the opportunity to purchase a bus pass, or to receive of travel training to promote their independence. Changes in transport provision to children and young people would only apply to new applicants. For some children effected, their school may determine to meet any travel costs.	EIA Z3
ICT					
S1	Strategic ICT	<p>The current contract concludes in 2015. Savings from the current contract will be a result of ongoing commercial negotiations. Subject to successful conclusion of commercial negotiations there is a proposal to more closely integrate the Strategic ICT function and the ICT Contractors function.</p> <p>As part of the option the net cost of the Information Governance Function will be reduced, potentially through sales to other public sector bodies.</p> <p>After the Council contract concludes all Council wide IT functions will be consolidated with the aim of a £4m reduction by 2016-17.</p>	Equality assessment carried out shows there will be no disproportionate impact on service users or general public, as the proposal concerns ICT support	N/a.	N/a
Non-service Costs					
N1	Parish Councils	Reduce the budget allocated for Parish Councils in their first year of operation.	Equality assessment carried out shows there will be no disproportionate impact on service users or general public	N/a	N/a
N2	External Audit	On-going savings in external audit	Equality assessment carried out shows there	N/a	N/a

REF	Function	Description	Equality Assessment	Mitigation	EIA form reference
		fees as a result of new arrangements.	will be no disproportionate impact on service users or general public		
N3	Joint Committees	5% efficiency saving in services delivered through the West Yorkshire Joint Services model.	Equality assessment carried out shows there will be no disproportionate impact on service users or general public	N/a	N/a
N4	Miscellaneous	Saving in subscriptions to national bodies.	Equality assessment carried out shows there will be no disproportionate impact on service users or general public	N/a	N/a
N5	General contingency	Reduction in general contingency budgets.	Equality assessment carried out shows there will be no disproportionate impact on service users or general public	N/a	N/a
Additional Savings Proposed 18 Feb 2014					
N6	Pension Costs	Reduction in pension costs.	Equality assessment shows that there will be no disproportionate impact as the saving does not affect services to the public	N/a	N/a
N7	Corporate subscriptions	Withdraw from Local Government Yorkshire and Humberside (LGYH) with effect from 1 April 2015 and further reduce corporate subscription budget.	Equality assessment shows that there will be no disproportionate impact as the saving relates to subscription costs	N/a	N/a
N8	Joint Services	Further efficiencies in West Yorkshire Joint Services – Trading Standards and Archives.	Equality assessment shows that there will be no disproportionate impact as the saving relates to external costs, and does not affect services to the public.	N/a	N/a