

Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of Council to be held on 25th February 2016.

Q

Subject:

Engagement and Consultation Programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget.

Summary statement:

This report and appendices provide feedback from the public engagement and consultation programme and sets out the equality impact assessments carried out on the Executive's Budget proposals for 2016-17 and 17-18. There is particular reference to the Council's responsibilities under Equality legislation, to enable the Council to have due regard to the Public Sector Equality Duty when considering the Executive's recommendations to Council on a budget for 2016-17 & budget savings proposals for 17-18.

| | |
|---|---|
| Sam Plum, Interim Assistant Director: Policy, Programmes and Change. | Portfolio: Leader and Strategic Regeneration |
| Report Contact: Imran Rathore, Interim Programme Lead Phone: (01274) 431730 E-mail: imran.rathore@bradford.gov.uk | Overview & Scrutiny Area: Corporate. |

1. SUMMARY

- 1.1 This report and appendices provide details of the feedback received from the public engagement and consultation programme and sets out the equality impact assessments carried out on the Executive's Budget proposals for 2016-17 and 17-18. There is particular reference to the Council's responsibilities under Equality legislation, to enable the Council to have due regard to the Public Sector Equality Duty when considering the Executive's recommendations to Council on a budget for 2016-17 & budget savings proposals for 17-18.

2. BACKGROUND

- 2.1 On 1st December 2015 the Executive approved new budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions. These budget proposals, together with the savings proposals agreed at February 2015 Budget Council, were based on the Council having to find £53m from either savings or additional income in 2016-17 and 17-18.
- 2.2 This report and appendices provide feedback from the public engagement and consultation programme and sets out the equality assessments (detailed in the Equality Impact Assessment form (EIAs)) carried out on the Executive's Budget proposals for 2016-17 & 17-18. There is particular reference to the Council's responsibilities under equality legislation, to enable the Council to have due regard to the Public Sector Equality Duty when considering the Executive's recommendations to Council on a budget for 2016-17 & budget savings proposals for 17-18.
- 2.3 In order to fulfil the Public Sector Equality Duty under S149 of the Equality Act 2010, Elected Members need to read in full and have due regard to the Equality Impact Assessment (EIA) forms. The documents are too bulky to append to this report and are available at http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

The EIAs provide details of the equality impact assessments on the budget proposals and state where a potential disproportionate impact on people who share protected characteristics amongst service users or the general public has been identified. The EIAs also detail the mitigation that will be put in place to address the potential disproportionate impact should the proposal be taken forward.

- 2.4 The EIAs have been revised and updated during the consultation and engagement programme. They are being updated as additional evidence is gathered through the public consultation and engagement programme together with the responses from the relevant Council departments. A revised version of the EIAs was published on 16th February 2016 prior to the Executive meeting on 23rd February 2016. Elected Members need to have regard to all the information contained in them when considering Executive's recommendations to Council on a budget for 2016-17 and budget savings proposals for 17-18.

3. SUPPORTING THE 2016-17 AND 17-18 BUDGET-SETTING PROCESS

- 3.1 The public engagement and consultation programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget was agreed by the Executive at their meeting on 1st December 2015.

At the meeting the Executive reaffirmed its commitment to a public engagement and consultation programme designed to meet the legislative duties and to fulfil the following objectives

- support the 2016-17 and 17-18 budget setting process in as fair and as transparent a way as possible.
- ensure that the Council meets its specific duties under equality legislation, in particular that the potential impact of the proposals on groups or individuals who share protected characteristics are considered, assessed and consulted upon as required.
- ensure that Trade Unions and staff are consulted with appropriately and in a timely manner.
- meet Best Value Statutory Guidance regarding the way local authorities should work with Voluntary and Community Sector (VCS) organisations and small businesses when facing difficult funding decisions.
- comply with the principles on consulting and engaging with the VCS contained in Bradford District Partnership's Compact.
- ensure the Council complies with all other legal duties to consult.

3.2 Appendix one to this report, document AV, is the report of the Interim Assistant Director, Policy, Programme and Change to the Executive for their meeting on 9th February 2016 which was published on 1st February 2016. This report and its appendices provide information from the public engagement and consultation programme in relation to the 2016-17 and 17-18 budget proposals. The report gives details of feedback as follows:

- the public consultation and engagement sessions to the end of 31st January 2016,
- the written sessions both postal and via the website to the end of 31st January 2016
- the responses from Council Officers until the end of 31st January 2016.

The report, document AV, has four appendices which contain the following information:

- Appendix one to document AV provides an analysis of the Equality Impact Assessments and the potential disproportionate impact before mitigation on the new proposals. Table one summarises the details of the overall impact of the budget proposals against the protected characteristics by Department. Table two provides an analysis of the EIAs with the highest impact areas on protected characteristic groups.
- Appendix two to document AV provides analysis of the number of completed EIAs for each department and whether a potential disproportionate impact on protected characteristics and/or low income has been identified on the budget proposals.
- Appendix three to document AV provides a summary of the number of written responses, postal and web site and what their concern is related to. This is colour coded to each department or service area.
- Appendix four to document AV is the Equality Analysis Schedule. This focuses on the equality assessments undertaken to support the budget setting process. It brings together the original equality assessments undertaken on the initial budget proposals, and highlights additional equality evidence obtained during the public consultation programme. Finally, it sets out responses from relevant Council departments to that equality feedback.

- 3.3 Appendix two to this report is the first Addendum to the report document AV which was presented to the Executive at their meeting on 9th February 2016 and published on 9th February 2016. This first addendum provides an update on feedback received through the budget consultation programme from 1st February 2016 to 4th February 2016.

This addendum has one appendix which provides a summary of information gathered from the written response both via the web and postal since the consultation began until the end of 4th February 2016.

- 3.4 Appendix three to this report is the second Addendum to the report document AV. This addendum will be presented to the Executive at their meeting on 23rd February 2016 and was published on 15th February 2016. It contains feedback received through the budget consultation programme from 5th February 2016 to 12th February 2016.

The second addendum to document AV has two appendices which contain information as follows:

- Appendix one - a table which details version 4 of the EIA forms that were published on 16th February 2016.
- Appendix two contains the revised information gathered from the total written response both via the web and postal from the start of the public consultation and engagement programme until end of 12th February 2016

4. CONSULTATION FEEDBACK RECEIVED TO DATE

- 4.1 The public consultation and engagement programme will continue until the full Council meeting on 25th February 2016. Engagement and consultation is an ongoing process and there may be further specific consultation with service users and other interested parties as appropriate following the Council meeting on 25th February 2016. This report with the appendices provides information on the engagement and consultation process and the feedback received up to 12th February 2016. Any additional feedback received from 13th February 2016 will be provided to the full Council meeting on 25th February 2016.

5. FINANCIAL & RESOURCE APPRAISAL

- 5.1 The financial impact of decisions arising from the consultation were considered at the Executive meeting on 9th February 2016, will be further considered at the Executive meeting on 23rd February 2016, and will be evaluated and incorporated into the final budget proposals from Executive to Council for their meeting on 25th February 2016.

6. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 6.1 Equality assessments have been carried out on the 2016-17 and 17-18 budget proposals, and will continue to be updated to enable mitigation against any risks.

7. LEGAL APPRAISAL

- 7.1 The Public Sector Equality Duty under the Equality Act 2010 requires the Council when exercising its functions to have due regard to the need to:
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it

- foster good relations between persons who share a relevant protected characteristic and persons who do not share it
- 7.2 The Council must ensure that it has sufficient information to enable it to identify whether a proposal, if implemented, would disproportionately affect particular groups with relevant protected characteristics and if so whether any such adverse impact can be avoided or mitigated.
- 7.3 The courts have established a number of principles which the Council should take into account in making decisions:
- the duty means that the potential impact of a decision on people with different protected characteristics must always be taken into account as a mandatory relevant consideration
 - where large numbers of vulnerable people, many of whom share a protected characteristic, are affected, consideration of the matters set out in the duty must be very high
 - even if the number of people affected by a particular decision may be small, the seriousness or the extent of discrimination may be great. The weight given to the aims of the duty is not necessarily less when the number of people affected is small.
- 7.4 There is also a duty on all Best Value authorities to consult when making changes to services or ending service provision.
- 7.5 In addition to these specific legal duties, the Council has put out its proposals for public consultation and accordingly must have regard to the responses before making budget decisions.
- 7.6 A proper consultation must observe the following principles:
- consultation must be made at a time when proposals are at a formative stage
 - sufficient reasons for the proposal must be given to allow intelligent consideration and response
 - adequate time must be given for a response
 - the product of the consultation must be conscientiously taken into account in finalising proposals
- 7.7 In summary it is necessary to ensure that Council has comprehensive information when considering the Executive's recommendations to Council on a budget for 2016-17 and budget savings proposals for 17-18. It is a legal requirement that Elected Members have regard to all the relevant information and accordingly Elected Members are referred to all the information in this report, appendices and in the equality impact assessments with updated equality evidence and the relevant Council department responses. The EIAs can be found at:
http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

8. OTHER IMPLICATIONS

8.1 EQUALITY & DIVERSITY

Where specific equality and diversity issues have been raised as a result of the public consultation and engagement programme they have been reported back to the Strategic Director (SD) or Chief Officer (CO) for that service area. The SD or other appropriate CO is responsible for ensuring that the proposal is reviewed in light of the additional information and that the proposals, along with the relevant EIA are updated. The information gathered and any response from the SD and CO has been recorded in the equality analysis schedule. (see Report AV and first Addendum).

8.2 SUSTAINABILITY IMPLICATIONS

None.

8.3 GREENHOUSE GAS EMISSIONS IMPACTS

None

8.4 COMMUNITY SAFETY IMPLICATIONS

The Council has a legal obligation under the Crime and Disorder Act 1998 to consider any community safety implications of its decisions.

8.5 HUMAN RIGHTS ACT & TRADE UNION

The Trade Union consultation feedback received to date on the budget proposals is subject to a separate report to this meeting of Council.

9. NOT FOR PUBLICATION DOCUMENTS

None.

10. RECOMMENDATIONS

- 10.1** That in accordance with Section 149 of the Equality Act 2010, Council has regard to the information contained in this report, the Appendices to this report and to the Equality Impact Assessment forms when considering the Executive's recommendations to Council on a budget for 2016-17 and budget savings proposals for 17-18.

11. APPENDICES

Appendix one: Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of Executive held on 9th February 2016. (Report AV)

Appendix two: First Addendum to the Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of Executive held on 9th February 2016. (Addendum to Report AV)

Appendix Three: Second Addendum to the Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of Executive to be held on 23rd February 2016. (Second Addendum to Report AV)

12. BACKGROUND DOCUMENTS

“Report AH – 2016-17 and 17-18 Budget and financial outlook to 2018-19” considered at the Executive meeting held on 1st December 2015.

Report AO – Executive Budget and Council Tax Proposals

The Equality Impact Assessment forms are accessible via the Council website http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

Appendix 1

Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of Executive to be held on 9th February 2016.

AV

Subject:

Engagement and Consultation Programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget.

Summary statement:

This report provides feedback from the public engagement and consultation programme and sets out the equality impact assessments carried out on the Executive's Budget proposals for 2016-17 and 17-18. There is particular reference to the Council's responsibilities under Equality legislation, to enable the Executive to have due regard to the Public Sector Equality Duty when considering its recommendations to Council on a budget for 2016-17 & 17-18.

| | |
|---|--|
| Sam Plum, Interim Assistant Director: Policy, Programmes and Change. | Portfolio: Leader and Strategic Regeneration Overview & Scrutiny Area: |
| Report Contact: Imran Rathore, Interim Programme Lead Phone: (01274) 431730 E-mail: imran.rathore@bradford.gov.uk | Corporate. |



1. SUMMARY

- 1.1 On 1st December 2015 the Executive approved new budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions. These budget proposals together with the savings proposals agreed at February 2015 Budget Council were based on the Council having to find in 2016-17 and 17-18 £53m from either savings or additional income.
- 1.2 This report and appendices provide feedback from the public engagement and consultation programme and sets out the equality assessments carried out on the Executive's Budget proposals for 2016-17 & 17-18. There is particular reference to the Council's responsibilities under equality legislation, to enable the Executive to have due regard to the Public Sector Equality Duty when considering its recommendations to Council on a budget for 2016-17 & 17-18.

In order to fulfil the Public Sector Equality Duty under S149 of the Equality Act 2010, Elected Members need to read in full the equality impact assessment (EIA) forms. The documents are too bulky to append to this report and are available at http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

- 1.3 EIAs are being updated as additional evidence is gathered through the public consultation and engagement programme together with the responses from the relevant Council departments. A revised version of the EIAs will be published on 15th February prior to the Executive meeting on 23th February as Elected Members need to have regard to all the information contained in them when considering its recommendations to Council on a budget for 2016-17 and 17-18.

2. BACKGROUND

- 2.1 Statutory guidance on Best Value introduced in September 2011 and reaffirmed in March 2015 reminds local authorities that they are under a duty to consult service users and potential service users, local voluntary and community organisations, and small businesses. This duty applies at all stages of the commissioning cycle, including whenever authorities are considering the decommissioning of services.
- 2.2 There should also be opportunities for organisations, service users and the wider community to put forward options on how to reshape the service or project. Local Authorities should assist this engagement by making available all appropriate information in line with the Government's transparency agenda.
- 2.3 The Equality Act 2010 protects people from unlawful discrimination on the basis of 'protected characteristics'. The Equality Act 2010 defines protected characteristics as:- age; disability; gender reassignment; pregnancy and maternity; marital or civil partnership status, race; religion or belief; sex; and sexual orientation.
- 2.4 The 2010 Act also introduced a specific Public Sector Equality Duty which requires local authorities, in the exercise of their functions, including when making decisions,



- to have *due regard* to the need to:
- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
 - advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
 - foster good relations between people who share a protected characteristic and people who do not share it.
- 2.5 In discharging this duty, local authorities not only need to understand how different people will be affected by their activities, proposals and decisions, they also need to demonstrate that they have given due regard by publishing information that shows they have consciously discharged their responsibilities as part of the decision-making process.
- 2.6 The Equality and Human Rights Commission (EHRC) published in January 2013 Technical Guidance on the Public Sector Equality Duty¹ to assist the bodies that are subject to the duty to understand the duty and meet their responsibilities. This notes that a public body will only be able to comply with the general equality duty in relation to a decision, if the ultimate decision maker:
- understands the body's obligations under the general equality duty.
 - has sufficient information.
 - demonstrably takes this information fully into account throughout the decision-making process.
- 2.7 The EHRC emphasises the importance of ensuring that the duty is complied with before a decision is taken, while options are being developed and appraised, as well as at the time of the actual decision. The duty cannot be used retrospectively to justify a decision.

3. SUPPORTING THE 2016-17 and 17-18 BUDGET-SETTING PROCESS

- 3.1 The public engagement and consultation programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget was agreed by the Executive at their meeting on 1 December 2015. At the meeting the Council Executive reaffirmed its commitment to a public engagement and consultation programme designed to meet the legislative duties and to fulfil the following objectives
- support the 2016-17 and 17-18 Budget setting process in as fair and as transparent a way as possible.
 - ensure that the Council meets its specific duties under equality legislation, in particular that the potential impact of the proposals on groups or individuals who share protected characteristics are considered, assessed and consulted upon as required.
 - ensure that Trade Unions and staff are consulted with appropriately and in a timely manner.
 - meet Best Value Statutory Guidance regarding the way local authorities should work with Voluntary and Community Sector (VCS) organisations and small businesses when facing difficult funding decisions.

¹ [EHRC Technical Guidance on the Public Sector Equality Duty](#)



- comply with the principles on consulting and engaging with the VCS contained in Bradford District Partnership's Compact.
 - ensure the Council complies with all other legal duties to consult.
- 3.2 While the Council is not required under statute to produce or publish equality impact assessment (EIA) forms specifically, a local decision was taken to continue to use EIA forms. The EIAs are designed to assist Elected Members, members of the public and other interested parties to view the potential impact of any budget proposals and look at individual EIA forms for detailed equality evidence where a disproportionate impact has been identified, or where a proposal is to alter service delivery that has specific relevance to equality (for example, services to support disabled children in school).
- 3.3 Case law has confirmed that, in order to fulfil the duty under S149 of the Equality Act 2010, Elected Members need to read in full the EIA forms updated with additional evidence and with the relevant Council department response, as they need to have regard to all of the information contained in them before making decisions.
- 3.4 EIA forms are available on the new budget proposals agreed by the Executive at their meeting on 1st December 2015. The EIAs are available on the Council's website at:
http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17
- 3.5 The EIAs give details of the potential disproportionate impact on people who share protected characteristics and low income amongst service users or the general public before potential mitigation is considered. The EIAs also capture mitigation actions where a disproportionate impact is identified.
- 3.6 Table one in Appendix one summarises the details of the overall impact of the budget proposals against the protected characteristics by Department. It shows that Adult Services is the Department with the most proposals that are considered high in terms of impact. Table two in Appendix one, gives an analysis of the EIAs with the highest impact areas on protected characteristic groups.
- 3.7 Appendix two provides an analysis of the impact of the budget proposals on protected characteristics. It contains a graph showing each of the protected characteristics and an additional graph for low income families. Each graph shows the number of EIAs which identify a potential disproportionate impact on people who share that protected characteristics for each Department and the potential level of impact, high, medium or low. This shows that potential disproportionate impacts before mitigation in relation to the protected characteristics of disability, age and low income are identified the most. The graphs also show that Adult Services is the Department that has the highest number of EIAs showing potential disproportionate impact before mitigation across protected characteristics and low income.



- 3.8 The EIAs are being updated as additional evidence is gathered through the public consultation and engagement programme together with the responses from the relevant Council departments. The information provided through the public consultation and engagement programme is reported back to the appropriate Department. The Strategic Director (SD) or other appropriate Chief Officer (CO) is responsible for ensuring that the proposal is reviewed in light of the additional information and that the relevant EIAs are updated. The SD or the CO is also responsible for liaising with the Executive Member who is the Portfolio Holder. The public consultation and engagement programme has provided an opportunity for broader discussion and review of the proposals and the equality impact assessments.
- 3.9 The information gathered to date through the public consultation and engagement programme is included in this report. A revised version of the EIAs will be published on 15th February in advance of the Executive meeting on 23th February as Elected Members need to have regard to all the information contained in them when considering its recommendations to Council on a budget for 2016-17 and 17-18. EIAs are being updated as part of an ongoing process of taking account of the information gathered through the public consultation and engagement programme. To assist in understanding what has happened so far in this process Appendix 4 to this report contains details of the concerns raised to date about each individual proposal and the response from the relevant Council Department.

4. PARTICIPATION

- 4.1 The budget consultation programme for the budget proposals for 2016-17 and 17-18 is part of an open, ongoing conversation between the Council and local people, communities, businesses, Council employees and trade unions about the future of local services, given the Council continues to face significant budget cuts. The public consultation and engagement programme has run alongside the New Deal conversations that are currently taking place.
- 4.2 The documentation shared for the consultation programme covers two strands of savings which include:
- Savings consulted upon during 2014-15 and agreed by Full Council on 26th February 2015. These are provided for information and context and are not part of this consultation process.
 - New proposals open for consultation and feedback until Full Council on 25th February 2016.
- 4.3 The consultation programme opened with the publication of the report the 'Executive Budget and Council Tax Proposals 2016-17 and 17-18' on 24th November 2015 which the Executive approved for consultation as required with the public, interested parties, staff and Trade Unions.
- 4.4 The on-going stages of public engagement and consultation on the new proposals set out in Appendix A to the Report to Executive on 1 December 2015 have taken the form of:



- Open public consultation via the website and via a Freepost address.
 - Dedicated meetings have been scheduled with community of interest groups centred on the protected characteristics as set out in the Equality Act and with low income groups, for example the Race and Ethnicity Group and the Women's Forum.
 - Dedicated consultation sessions have taken place with local partnerships, for example the Strategic Disability Partnership.
 - Dedicated consultation sessions have taken place with the Voluntary and Community Sector (VCS) for example the VCS Assembly Forums.
 - Dedicated consultation session with Bradford Chamber of Commerce.
 - Dedicated consultation sessions with Young People through the Youth Service.
- 4.5 All the consultation sessions as part of the public budget consultation period have had Senior Officer support.
- 4.6 The public consultation and engagement programme will continue until the full Council meeting on 25th February 2016. Engagement and consultation is an ongoing process and there may be further specific consultation with service users and other interested parties as appropriate following the approval of the budget for 2016-17 and 17-18 at the Council meeting on 25th February 2016.

5. CONSULTATION FEEDBACK RECEIVED TO DATE

- 5.1 This report provides information on feedback received at the date of publication of this report which is 1st February 2016. Any additional feedback received and further details of the feedback will be provided to the Executive meeting on 23rd February 2016 and for the Full Council meeting on 25th February 2016.
- 5.2 To date just over 456 submissions have been received raising 642 concerns against budget lines. Of these 292 were received through the online survey, 160 were received via post, which include 19 individual organisational representations and 4 via email. In addition to this we have received one petition in relation to 3E18 objecting to the potential closure of Wyke Library.
- 5.3 The written submissions received either by the freepost address or by email have been from partners, MPs, individual organisations and other stakeholder organisations and from individuals across the district. These are commented on in more detail in section 5 below.
- 5.4 Appendix four provides a summary of the feedback received against the budget proposals, including feedback and responses received from Departments on concerns raised to date. The information contained in Appendix four is gathered from the written submissions presented either through the website or by post and from the dedicated consultation sessions. The dedicated consultation sessions have been held with community of interest groups centred on the protected characteristics as set out in the Equality Act, low income groups, local partnerships and the Voluntary and Community Sector.
- 5.5 From the written submissions and consultation sessions there were a number of



general messages that applied across all budget proposals, these are summarised below:

- i) There has been a general acknowledgement of the difficult position the Council is in and the challenges it faces as it identifies the most appropriate cuts to make to the budget. However, it was felt that the proposals were transactional in nature with a focus on reducing current provision rather than looking at outcome focussed innovative way of doing things.
- ii) There was a request for a more detailed understanding of the Council's rationale in its approach to identifying the saving proposals. It was felt that a significant number of the budget proposals lacked detail on how they will be implemented which made it difficult to comment against.
- iii) There was a general concern that the EIAs lacked a consistent approach and did not provide a true picture of the impact on vulnerable groups.
- iv) Concern was expressed on the cumulative impact of the budget proposals across the different Departments on the Voluntary and Community Sector (VCS). It was felt that these will result in a significant number of organisations closing down which will have a disproportionate impact on the vulnerable groups they support especially those in low income and low wage families.
- v) There was a request from Voluntary and Community Sector organisations to be involved at an earlier stage of discussions to help inform discussions around reductions and service change. There was concern that the current approach didn't fit in the with the New Deal agenda. From the consultation sessions there were a number of requests to involve the VCS and the partnerships more extensively and earlier in the discussions about potential reductions.
- vi) There was concern that the budget proposals moved away from a focus on early intervention and prevention, which will cause more adverse impact across the deprived and disadvantaged communities and people across the District. It was felt that in the long run this approach from a resource perspective will be counter productive.
- vii) There was a request for the Council to lead on developing a joined up approach on service development and delivery across the District, to ensure all key agencies work together to align resources and infrastructure to deliver shared outcomes. It was felt that the current approach on service prioritisation and resource allocation was fragmented and leads to duplication and waste.
- viii) There was concern that current Council policies and practices could act as blockages for developing services through co-design. The current commissioning arrangements were cited as an example for this. There was a request for exploring a different and flexible approach that enabled creativity and ensured Bradford funds were commissioned to organisations within the district.



- ix) There was a suggestion that the Council reduces the number (and the expenses) of elected members, portfolio holders and senior managers to reduce the impact on front line staff who have a critical role to play in supporting vulnerable people.

5.6 The proposals generating the most number of written submissions include the following in descending order:

- The highest number of written submissions was for 3E17: Libraries - Operational Efficiencies Including Review of Opening Hours and Reductions to the Materials Fund and 3E18: Libraries - increase the number of libraries managed by local communities. Over 115 written responses and one petition have been received objecting to the proposal. There was strong concern that the proposals will lead to the loss of a vital community asset, which provide more than just access to books. It was suggested that there will be a disproportionate impact on elderly and people on low income.
- The second highest number of written submissions has focussed on 3E27: Youth Provision. Concern was expressed that the reduction in support will have an adverse impact on young people who already have limited access to public services. It was suggested that the potential closure of information services will remove one of the last open access provision for young people across the District. It was also suggested that not all young people (especially those from a low income) will have access to digital platforms which means that their ability to access the app will be limited.
- The third highest number of written submissions has focused on the cumulative impact of the budget proposals on vulnerable groups. There was a strong message that members need to take a holistic view of the implications of the proposals to understand the cumulative impacts of the budget proposals and this need to be considered when decisions are made. For example turning off street lights and cutting down on winter gritting in themselves may not be big enough to impact, but doing both together could be really impact on elderly and disabled people. This was raised as an area of concern through the dedicated consultation sessions.
- The fourth highest number of written submissions has focussed has focused on 3A4: Review and De-Commission Financial and Welfare Advice Services. Concern was expressed about the disproportionate impact of the proposal on vulnerable groups especially those on low income. It has been suggested that this will result in a reduction in face to face advice provision, which will have an impact on vulnerable clients.
- The fifth highest number of written submissions has focussed on 3F4: Reduce Expenditure on Support for Business Rates. There was concern that the proposals will put many not for profit organisations, who deliver community benefit in poor communities but who are not registered charities at severe risk of closure. This will lead to a loss of community benefits delivered by these



organisations in deprived communities as well a loss of rate revenue and other income these organisations currently contribute to the District if they were to go out of business.

- The sixth highest number of written submissions has focussed on 3E4: Alternative Weekly Waste collections. Concern was expressed that the proposals will encourage more people to leave overflowing bins in the streets. It was pointed out that some parts of Bradford already have a problem with fly tipping and litter in the streets which this proposal will make worse. It was also pointed that proposals will have an adverse impact on large families – as one bin collection every two weeks may not meet their needs.

5.7 In the dedicated consultation sessions with the VCS and low income groups the proposals generating the most concerns have included the following:

- 3A4: Review and De-Commission Financial and Welfare Advice Services: Concern was expressed about the disproportionate impact of the proposal on vulnerable groups especially those on low income. It has been suggested that the reduction in advice support will have an adverse impact on the ability of advice workers to boost the income of vulnerable groups leading to an increase in debt and mental health related issues.
- 3R6: Remove or Reduce Rental Subsidies Provided to Tenants of “Community Facilities” There was a strong concern that the proposal could lead to small community groups closing down. In general the groups range from small community organisations to large VCS groups who provide support to communities and individuals which complement and add value to services provided by the Public sector.
- 3F4: Reduce Expenditure on Support for Business Rates Concerns were expressed about the impact of the proposals to reduce rate relief for voluntary organisations. There was concern that this will have a major impact on organisations which are providing support to vulnerable and low income groups across the District.
- 3E24: Community Development – Reduce Devolved Area Committee Budget There was concern that the proposals would significantly reduce the support capacity for vulnerable/low income groups and communities across the district. The community development workers tend to focus on prevention work (health decreases the statistics in mental health, social services, crime prevention and youth services) which reduces long term support costs for public sector support services. The reduction of support could lead to the need of investing further resources in the long term to address problems and issues.

5.8 Consultation sessions with Young people are currently taking place, however initial feedback has highlighted strong support for prioritising resources for the disabled and older people, while there are concerns about the potential closure of library and youth support services across the district. Young people also made suggestions on



service areas that could be improved, which focused on promoting more recycling, increasing volunteering opportunities across the district and stricter enforcement and fines for litter dropping etc.

5.9 Feedback received through the social media has focused on the following themes: reduction of salaries of senior management, reduction of the number of councillors and stricter enforcement of council tax and fines.

5.10 Considering all the responses received from all the different elements of the public consultation and engagement programme the following are some of the concerns highlighted for each department for people sharing a protected characteristic or low income families:

- **Adult and Community services:** There was an overall concern about the level of cuts to Adult and Community Services especially in light of the increasing demand for support from older people and those with disabilities. It was considered that the reduction in staffing numbers and increase in third party commissioned services will have a disproportionate impact on vulnerable groups as it was felt that the independent sector service standards wouldn't be on par with in house delivered services. Concerns were also expressed that emphasis on self care, promoting independence and the use of technology could increase inequality and isolation for vulnerable groups e.g older people, and those with disabilities.
- **Children Services:** There was a strong concern about the SEND proposal and the risk of losing in-house support services for vulnerable people, which could lead to some groups missing out on services which contribute to the emotional wellbeing of Young People. Concern was also expressed that a number of the proposed reductions are in areas which are focusing on lower-level preventative work with disadvantaged and vulnerable young people. This in isolation may seem to have a lower impact on these groups, however when this is brought together and when other proposals such as rate relief/rent relief are factored in, this could lead to a disproportionate impact.
- **Regeneration:** The main focus has been on the impact of the rent concession on voluntary organisations and the vulnerable groups they support. Concerns were also expressed about the reduction in the winter gritting route which could lead to isolation for older people and disabled groups.
- **Environment and Support:** The main concern was about the impact of the library proposals on low income groups and older people. The libraries were considered as valuable community assets, which if closed down will leave a huge gap in the neighbourhood support structure. There is also a concern about the proposed changes to recycling and waste collection which could lead to fly tipping in rural areas and other quiet spots across the district.
- **Finance:** The areas of concern were around the proposals to increase Council tax and the increase in business rates. It was suggested that both will lead to a disproportionate impact on low income groups and the organisations that are



providing vital support services to them

6. FINANCIAL & RESOURCE APPRAISAL

- 6.1 The financial impact of decisions arising from the consultation reported here will be considered at the Executive meeting on 9th February 2016, and will be evaluated and incorporated into the final budget proposals from Executive to Council on 25th February 2016.

7. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 7.1 Equality assessments have been carried out on the initial proposals, and will continue to be updated to enable mitigation against any risks.

8. LEGAL APPRAISAL

- 8.1 The Public Sector Equality Duty under the Equality Act 2010 requires the Council when exercising its functions to have due regard to the need to:
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it
- 8.2 The Council must ensure that it has sufficient information to enable it to identify whether a proposal, if implemented, would disproportionately affect particular groups with relevant protected characteristics and if so whether any such adverse impact can be avoided or mitigated.
- 8.3 The courts have established a number of principles which the Council should take into account in making decisions:
- the duty means that the potential impact of a decision on people with different protected characteristics must always be taken into account as a mandatory relevant consideration
 - where large numbers of vulnerable people, many of whom share a protected characteristic, are affected, consideration of the matters set out in the duty must be very high
 - even if the number of people affected by a particular decision may be small, the seriousness or the extent of discrimination may be great. The weight given to the aims of the duty is not necessarily less when the number of people affected is small.
- 8.4 There is also a duty on all Best Value authorities to consult when making changes to services or ending service provision.
- 8.5 In addition to these specific legal duties, the Council has put out its proposals for



public consultation and accordingly must have regard to the responses before making budget decisions.

8.6 A proper consultation must observe the following principles:

- consultation must be made at a time when proposals are at a formative stage
- sufficient reasons for the proposal must be given to allow intelligent consideration and response
- adequate time must be given for a response
- the product of the consultation must be conscientiously taken into account in finalising proposals

8.7 In summary it is necessary to ensure that Executive have comprehensive information when considering the recommendations to make to Council on a budget for 2016-17 and 17-18. It is a legal requirement that Elected Members have regard to all the relevant information and accordingly Elected Members are referred to all the information in this report, appendices and in the equality impact assessments with updated equality evidence and the relevant Council department responses http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2015_16

9. OTHER IMPLICATIONS

9.1 EQUALITY & DIVERSITY

Where specific equality and diversity issues have been raised as a result of consultation, they are considered in the appendices of this report.

9.2 SUSTAINABILITY IMPLICATIONS

- None.

9.3 GREENHOUSE GAS EMISSIONS IMPACTS

- None

9.4 COMMUNITY SAFETY IMPLICATIONS

The Council has a legal obligation under the Crime and Disorder Act 1998 to consider any community safety implications of its decisions.

9.5 HUMAN RIGHTS ACT & TRADE UNION

The Trade Union consultation feedback received to date on the proposals is subject to a separate report to this meeting of the Executive.

10. NOT FOR PUBLICATION DOCUMENTS

None.



11. RECOMMENDATIONS

- 11.1 That in accordance with Section 149 of the Equality Act 2010, the Executive has regard to the information contained in this report, appendices and EIA forms when considering the recommendations to make to the Council on a budget for 2016-17 and 17-18 on 25th February 2016.

12. APPENDICES

Appendix 1: Analysis of the Equality Impact Assessments and the potential disproportionate impact before mitigation on the new proposals

Table one summarises the details of the overall impact of the budget proposals against the protected characteristics by Department.

Table two gives an analysis of the EIAs with the highest impact areas on protected characteristic groups.

Appendix 2: Analysis of the Equality Impact Assessments and the potential disproportionate impact on protected characteristic groups

This appendix gives an analysis of the number of completed EIAs for each department and whether a potential disproportionate impact has been identified on the budget proposals.

Appendix 3: Details of the information from the written responses

This appendix gives a summary of the number of written response, postal and web site and what their concern is related to. This is colour coded to each department or service area.

Appendix 4: Equality Impact Analysis Equality Analysis Schedule – with reference to individual Equality Impact Assessment (EIA) forms

Appendix 4 focuses on the equality assessments undertaken to support the budget setting process. It brings together the original equality assessments undertaken on the initial budget proposals, and highlights additional equality evidence obtained during the public consultation programme. Finally, it sets out responses from relevant Council departments to that equality feedback.

13. BACKGROUND DOCUMENTS

[“Report AH – 2016-17 and 17-18 Budget and financial outlook to 2018-19” considered at the Executive meeting held on 1st December 2015.](#)

[Report AO – Executive Budget and Council Tax Proposals](#)

The Equality Impact Assessment forms are accessible via the Council website

http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2015_16These

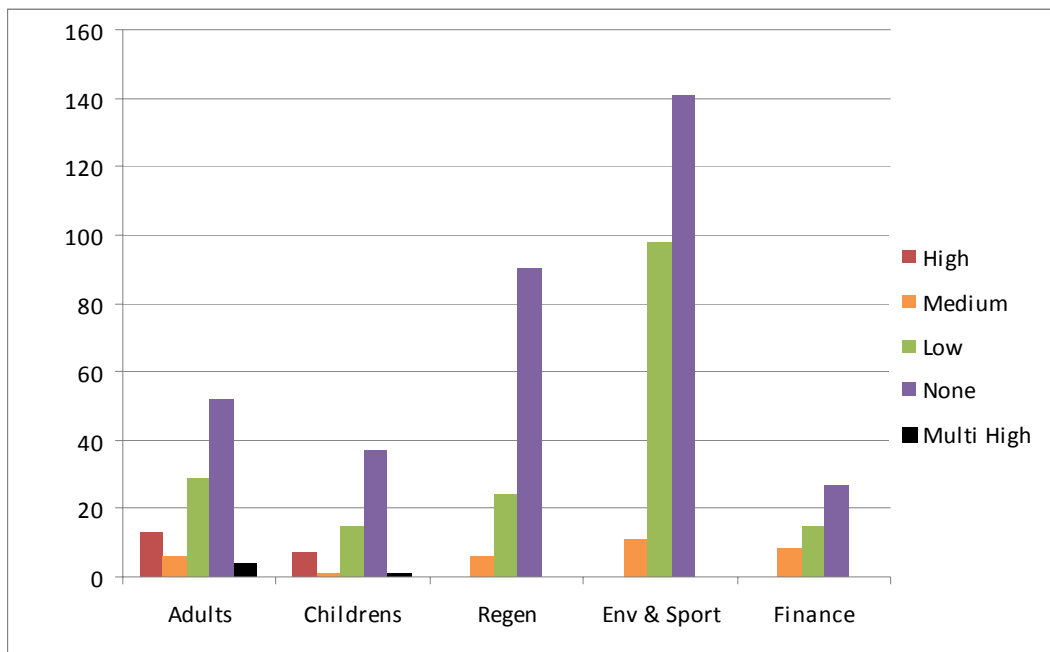


Appendix 1 – Table 1

Equality Impact Assessments - budget proposals for 2016/17 and 2017/18

Analysis of the Equality Impact Assessments and the potential disproportionate impact on protected characteristic groups.

| Table 1 - Initial Equality Assessment Impact Analysis – breakdown by department | | | | | |
|---|------|--------|-----|------|------------|
| Department | High | Medium | Low | None | Multi High |
| Adults and Community Services | 13 | 6 | 29 | 52 | 4 |
| Children's Services | 7 | 1 | 15 | 37 | 1 |
| Regeneration and Culture | 0 | 6 | 24 | 90 | 0 |
| Environment & Sport | 0 | 11 | 98 | 141 | 0 |
| Finance | 0 | 8 | 15 | 27 | 0 |



Appendix 1 – Table 2

Equality Impact Assessments - budget proposals for 2016/17 and 2017/18

| Table 2- Initial Equality Assessment Impact Analysis – multiple high impacts | | | | | | | | |
|--|---------|--|-----|------------|------|-----------------------|---------------------|-----------------------|
| Dept | EIA Ref | EIA Heading | Age | Disability | Race | Pregnancy & Maternity | Low income/low wage | Multiple High Impacts |
| Adults | 3A1 | Changes to the Contributions Policy for Adult Social Care | H | H | L | N | M | Y |
| Adults | 3A2 | Changes to Home Care Services | H | H | N | N | L | Y |
| Adults | 3A3 | Changes to Supported Living for People With Learning Disabilities: Using Technology to Promote Independence and Reduce Contact Time With Staff | N | H | N | N | M | |
| Adults | 3A6 | Changes to Learning Disability Day Care Services and Procurement | M | H | N | N | N | |
| Adults | 3A10 | Changes to Contracts for Residential and Nursing Care for People With Learning Disabilities to Promote Independence and the Use of Technology | M | H | N | N | N | |
| Adults | 3A11 | Reduce the Number of Long Term Placements of Older People in the Independent Sector | H | H | N | N | N | Y |
| Adults | 3A12 | Mental Health – Review of charging arrangements for people with Mental Health issues | M | H | N | N | N | |
| Adults | 3A13 | Reduce Long Term placements for Older People into Nursing and Residential Care | H | H | L | L | H | Y |
| Childrens | 3C6 | Reviewing Work with Young People Who are Not in Employment Education or Training | H | H | H | H | H | Y |
| Childrens | 3C10 | Youth Offending Team - Stop Delivering Pre- Court Crime Prevention Work | H | L | L | L | H | |

Appendix 2

Equality Impact Assessments - budget proposals for 2016/17 and 2017/18

Analysis of the equality impact assessments and the individual departments

Fig 1 - Age

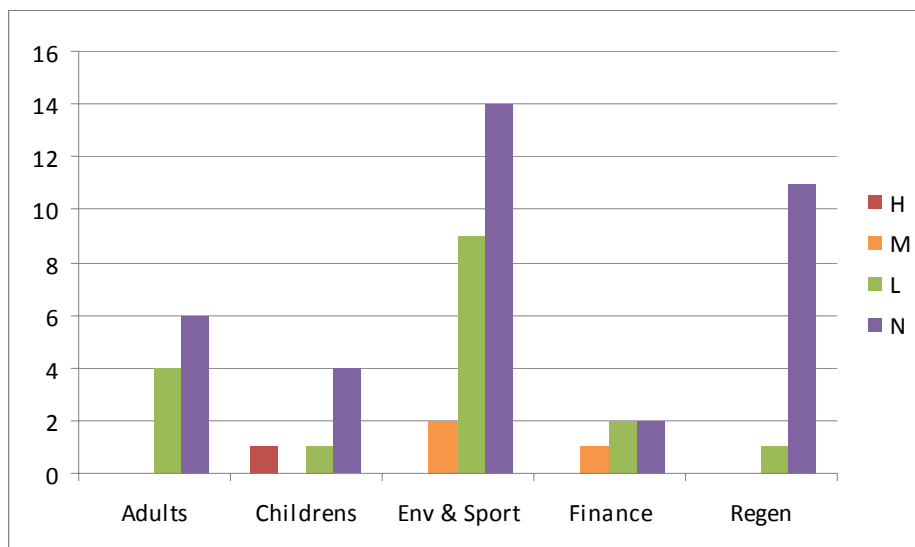


Fig 2 – Disability

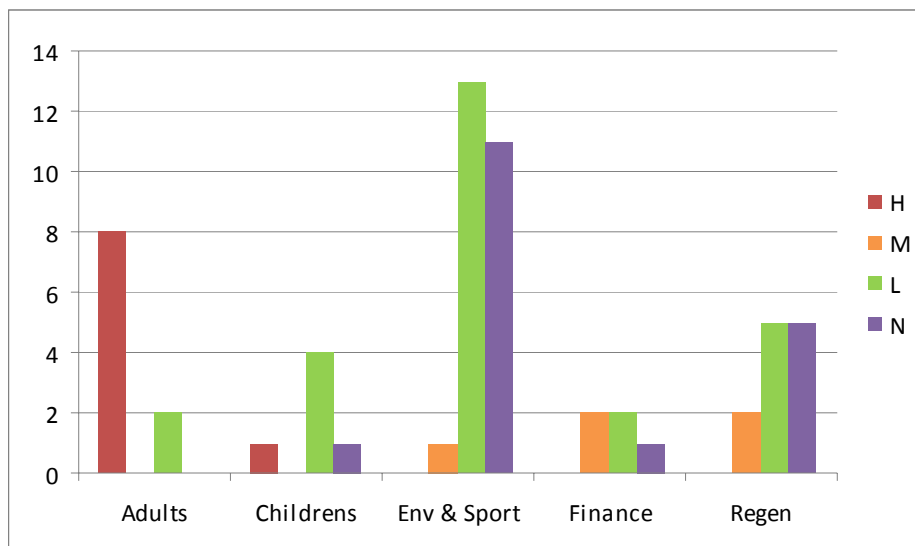


Fig 3 – Gender Reassignment

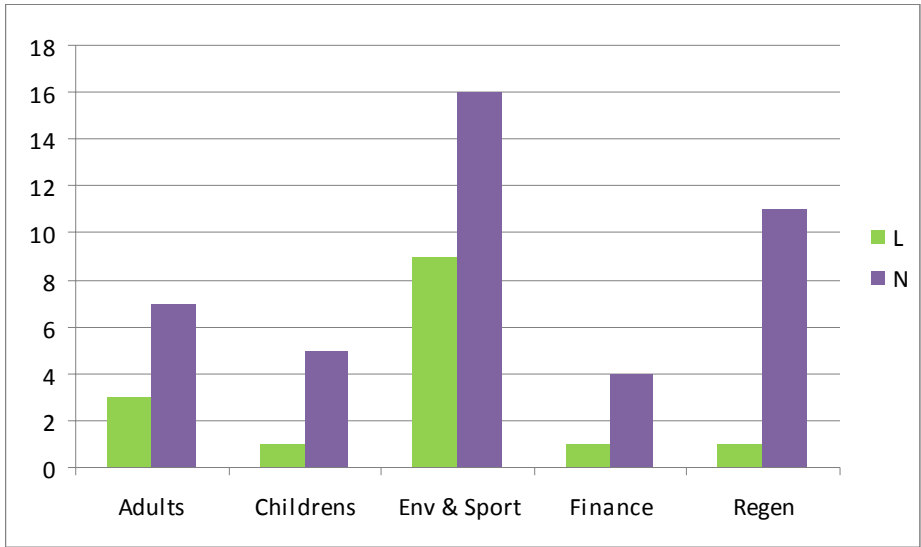


Fig 4 - Race

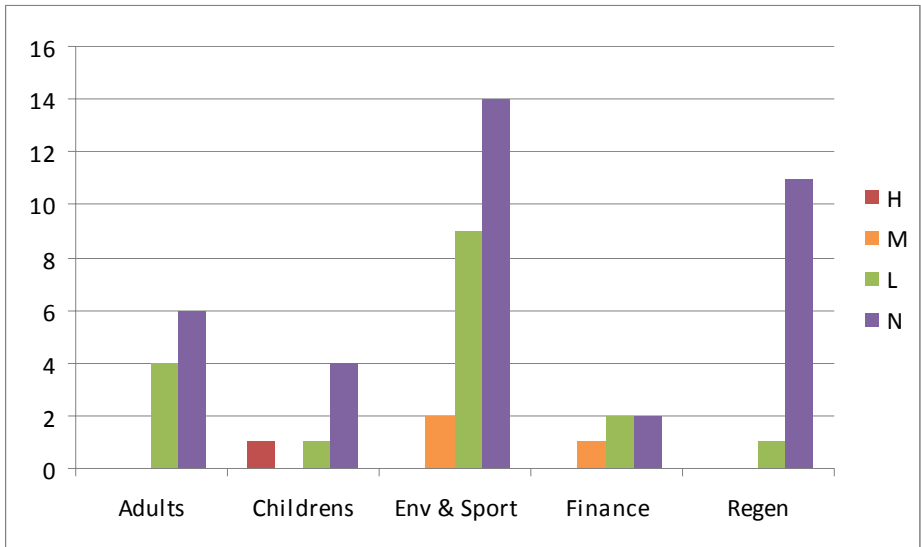


Fig 5 - Religion and Belief

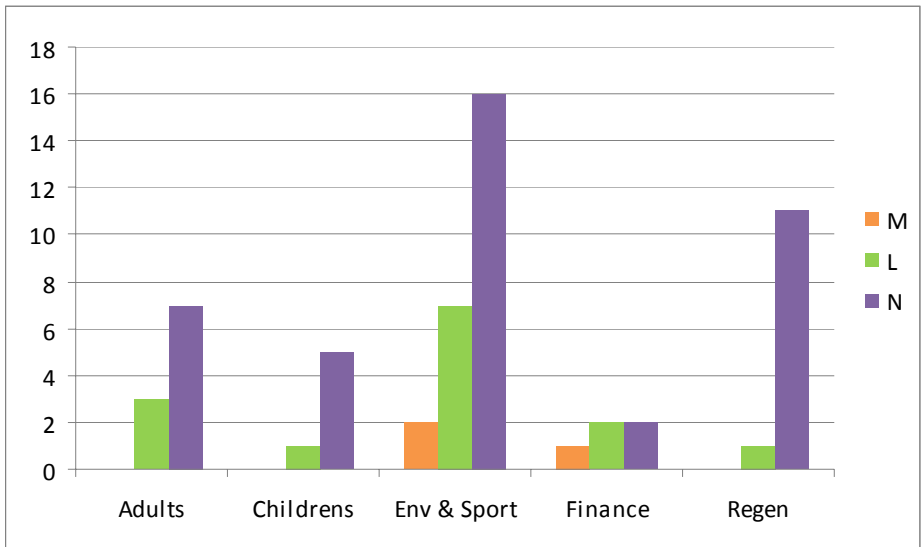


Fig 6 – Pregnancy and maternity

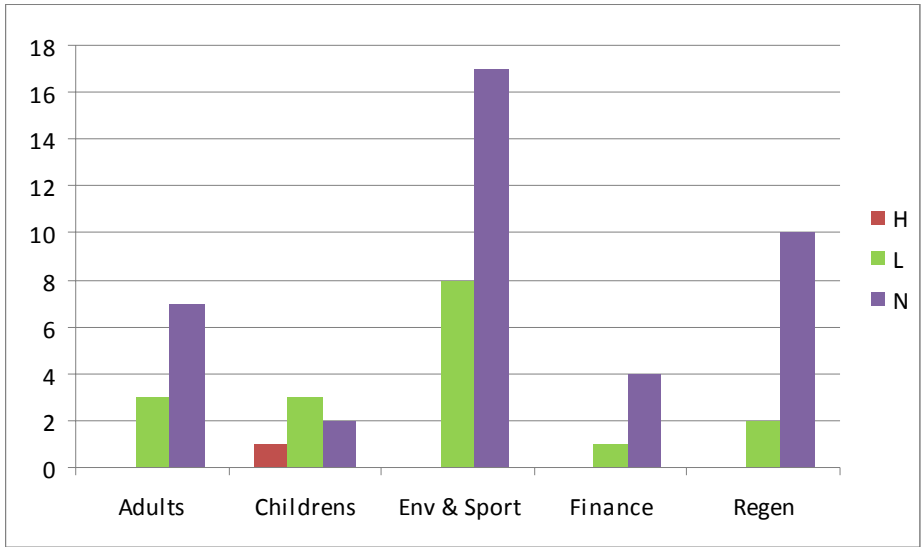


Fig 7 – Sexual orientation

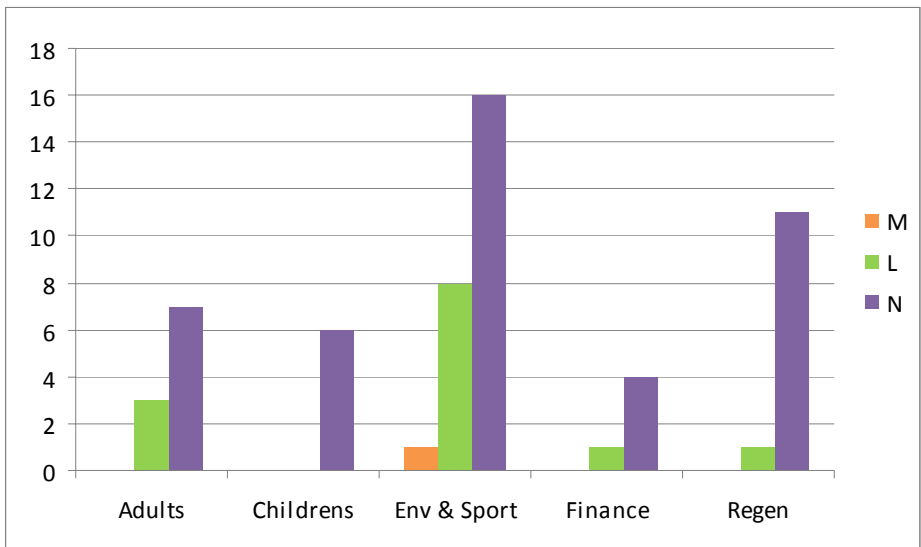


Fig 8 - Sex

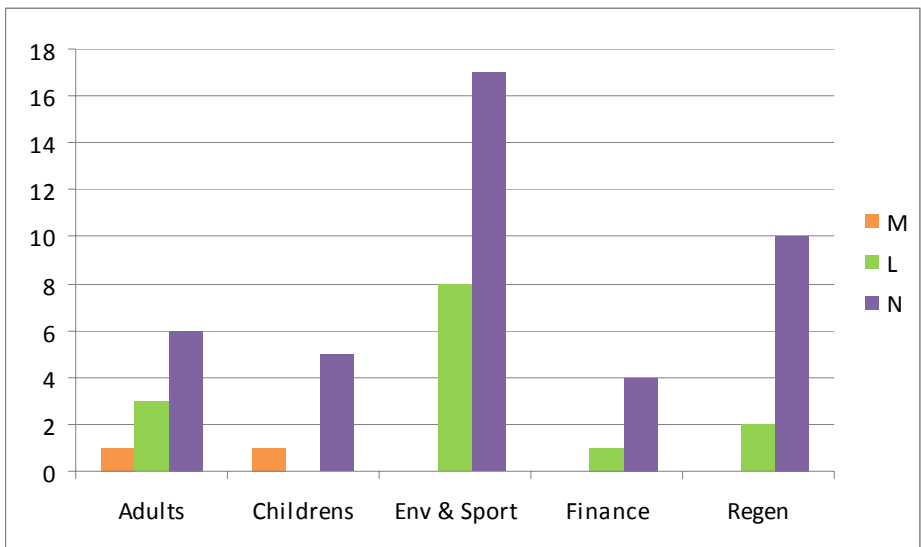


Fig 9 – Marriage and Civil Partnership

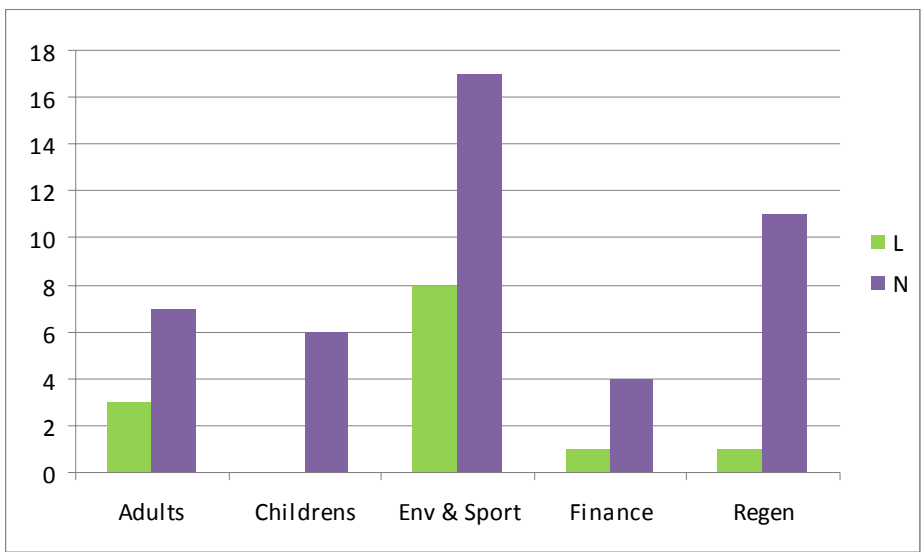
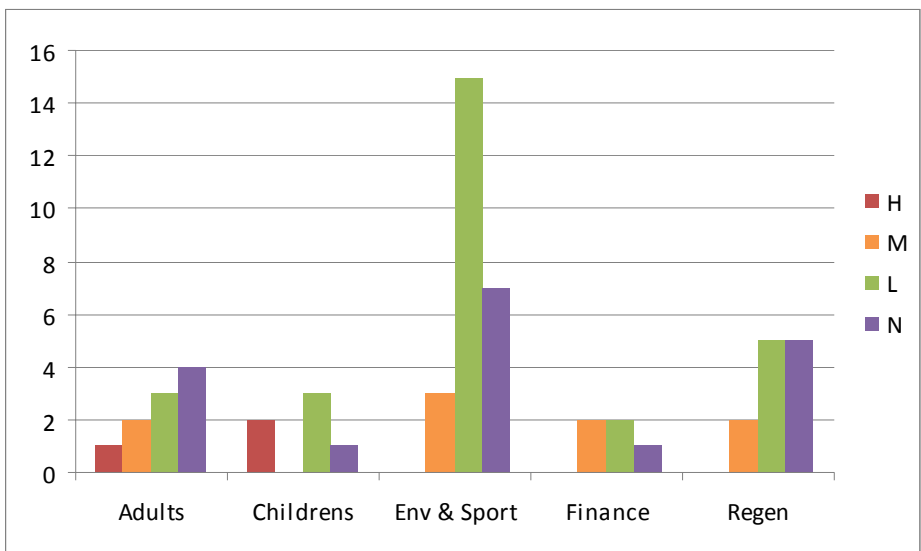


Fig 10 – Low income

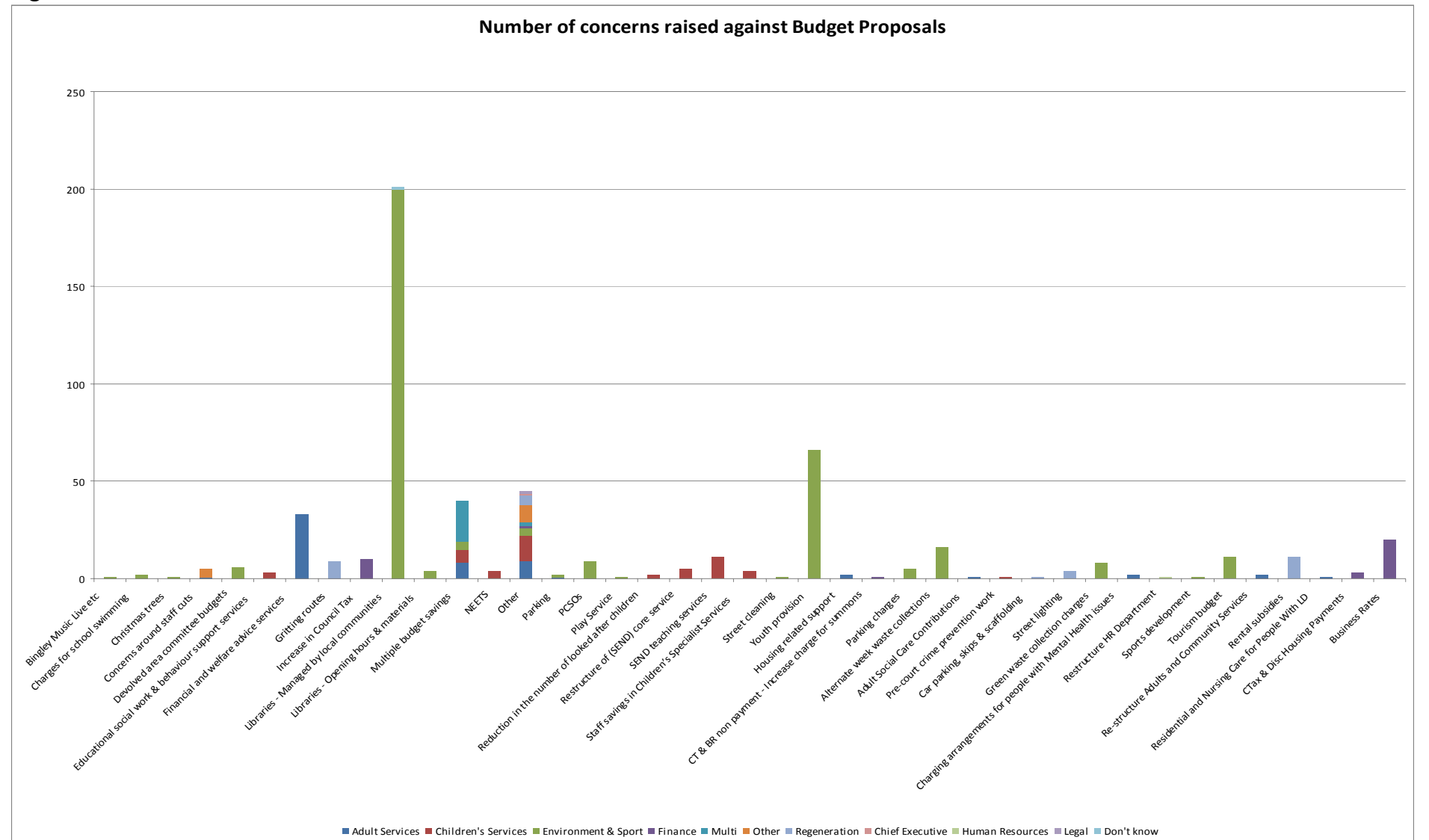


Appendix 3

Budget proposals for 2016-17 and 17-18

Details of the information gathered from the written response both through the web and postal

Fig 1



Appendix 4
Budget Proposals 2016-17 and 17-18

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

| INDEX | PAGE NO |
|---|----------------|
| <u>Adult and Community Services</u> | 22 |
| <u>Children's Services</u> | 33 |
| <u>Regeneration and Culture</u> | 41 |
| <u>Environment & Sport</u> | 52 |
| Support Services | |
| <u>Finance</u> | 68 |
| <u>Chief Executive</u> | 72 |
| <u>Human Resources</u> | 75 |
| <u>Legal and Democratic</u> | 76 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-------------------------------------|--|--|---|---|--|--------------------|
| | | Published December 2015 | | | | |
| ADULT AND COMMUNITY SERVICES | | | | | | |
| 3A1 | <p>Integration and Transition</p> <p>Changes to the Contributions Policy for Adult Social Care</p> <p>People who are able to reasonably afford it will pay more towards the cost of their non-residential care. Bradford's current policy is generous compared to other authorities and treats people with more income more favourably. No service user would pay more than they can reasonably be expected to afford.</p> <p>A significant number of service users out of a total of 3,500 would see an increase of between 2p and £116 per week. People with higher levels of income or savings would be most affected.</p> | <p>This proposal is likely to have a disproportionate impact on older people and working age adults with disabilities who have more income and young people under the age of 25 in receipt of high rate Disability Living Allowance/Personal Independence Payment.</p> | <p>The current Contributions Policy ensures that no individual service user, especially those with limited income, contributes more than they can reasonably afford to pay. That principle will not change under this proposal and all existing service users will have a new financial assessment with help to maximise benefits. There is also an appeals process if the service user cannot afford any newly assessed contribution</p> | <p>Concern was expressed that the change in policy will have a disproportionate impact on low income groups.</p> <p>It was also suggested that the process needs to be reviewed to ensure its fair for all service users e.g. not everyone who gets benefits gets everything for free and those with small savings have to pay.</p> | <p>When people are financially assessed their outgoings including home maintenance are taken into account. People can also appeal against a decision if they feel they cannot afford to pay.</p> <p>The basis of the proposal is that people are assessed in line with most other local authorities and based on people's assessed ability to pay. The current policy has a system of appeal in place and this will also continue to be the case.</p> <p>The intention and practice continues to be the equitable application of all Council policies.</p> | 3A1 |
| 3A2 | <p>Operational Services</p> <p>Changes to Home Care Services</p> <p>Savings will be made by changing the way in which home care services are monitored and delivered and by fully implementing</p> | <p>This proposal could have a disproportionate impact in the short term on older people and disabled people who use the service, as it may involve a</p> | <p>Before any changes are made to individual arrangements a review of individual care needs will be undertaken and service users will be supported through the process.</p> | <p>Request was made for further clarification on how the savings will be achieved</p> | <p>The majority of the savings in this section come from the electronic monitoring of staff. At present we pay for what we think someone will need (planned care). The Council pay on trust that this happens unless someone complains. By monitoring when staff enter and leave a persons home we will only pay for the</p> | 3A2 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|---|------------|---|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>existing policy relating to care plans for people recovering from hospitalisation and accidents:</p> <p>Electronic Monitoring – using technology to monitor and agree care provided by contractors will enable the Council to save money by paying for care that is actually delivered, rather than simply planned in advance and providing it with more control over changes to individual care packages and the length of time those changes stay in place.</p> <p>Reducing staff costs by Providing More Equipment in the Home, Sometimes people's care needs can mean that they need more than one person to provide their care.</p> <p>Investing in equipment such as hoists can reduce the need for more than one carer and cut costs. The proposal includes accessing funding through the Health Service Capital Equipment Fund.</p> <p>Changes to Welfare Visits Some people receive 15 minute home calls to check on their welfare. The proposed changes mean that</p> | <p>change in the way their service is delivered. Therefore the impact could be high in the short term whilst people adjust to the change.</p> | | <p>Question was also asked about where will the capital investment come from to pay for the electronic monitoring</p> <p>Clarification was also sought for how electronic monitoring will relate to an individuals travel time</p> <p>Concern was expressed that not everyone will be able to manage through a phone conversation. It was pointed out that some people will become isolated. When someone visits this is often the only time someone will see another person.</p> | <p>actual care they receive.</p> <p>The new contracts with home care providers will give a higher hourly rate to providers. This will include costs for travel, the living wage and the costs of the monitoring.</p> <p>The contract will specify that there should no be no zero hours contracts and that travel time is paid.</p> <p>Safeguards will be put in place if people did not respond to calls. There were very few 'welfare' checks now. People who just need a call will be called through Telecare as they are now.</p> <p>Telephone calls will be part of a larger support plan and people will be seen at other times of the day. For example someone may have help getting up and dressed and getting to bed at night but they may get a phone call prompting them to take their medication or to go to the toilet during the day, rather than a visit (if this is thought to be appropriate)</p> | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---|--|---|--|--------------------|
| | | Published December 2015 | | | | |
| | instead of someone calling at their home the checks would be done over the phone. | | | | | |
| 3A3 | <p>Integration and Transition</p> <p>Changes to Supported Living for People With Learning Disabilities: Using Technology to Promote Independence and Reduce Contact Time With Staff.</p> <p>Supported living covers different services that help people with learning disabilities to be enabled to live as independently as possible. The Council currently spends over £7.9m on these services and the proposal would save money by requiring contractors to reduce costs by using new technology to promote greater independence and reduce the need for one to one contact with staff. Some people will see their hours of contact time reduce but all individual needs will be reviewed.</p> | <p>People with Learning Disabilities will predominantly be affected by this proposal but the focus will be on personalised services for people so impact will be minimised</p> <p>There is a potential short term low impact as existing service users with Learning Disabilities adjust to new arrangements.</p> | <p>The Care Act (2014) requires people to have individual assessments of their needs using national eligibility criteria. The Act requires the Council to offer an independent advocate to support participation in the assessment and therefore implementation of the Act mitigates against any individual with a protective characteristic being negatively impacted</p> | <p>Concern was expressed that the proposals will have a disproportionate impact on some people with learning disabilities. It was suggested that they will find the technology to be complicated and hard to use which will have an impact on the level of support they receive.</p> <p>Question was asked about who will take individuals through how to use the new technology and ensure they understand how the system works.</p> <p>Concerns were raised about how long it takes to get an assessment and how long it takes the assessment process before provision is in place.</p> <p>Question was asked about who will undertake the review and who will ensure that the equipment is right for the individuals needs</p> <p>There was general acknowledgement that using technology was the right thing to do but questions were raised about the timing and when we have reduced staffing and</p> | <p>A fundamental principle of all the budget proposals is that they are implemented following comprehensive reviews of the individuals affected by them. As such all training needs, risks and mitigations will be put in place before any staff hours are reduced.</p> <p>Concerns about the length of time people may wait from first point of contact to an assessment of needs are being addressed as part of the overall service review already in place.</p> | 3A3 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | | | | resources to support the activity. | | |
| 3A4 | <p>Integration and Transition</p> <p>Review and De-Commission Financial and Welfare Advice Services</p> <p>The review will be undertaken in conjunction with the Council's Public Health Department which also commissions advice services. The proposal would reduce the overall funding available to providers of advice, reduce face to face contact by providing digital alternatives, eliminate the least effective advice sessions and target provision where there is greatest need.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | <p>Concern was expressed about the disproportional impact of the proposal on vulnerable groups who share protected characteristics and those on low income. It has been suggested that this will result in a reduction in face to face advice provision, which will have an impact on vulnerable clients. It has also been suggested that the reduction in advice support will have an adverse impact on the ability of advice workers to boost the income of vulnerable groups.</p> <p>Questions were raised on the quality of the EIA assessment and that it didn't reflect the exact nature of impact. It has been pointed out that currently 70% of enquiries fielded by Community Advice Network (CAN) are from people living in the 20% most deprived areas in England, with only 9% from the 50% better off areas. There are more protected characteristic groups among advice clients than the district averages, eg:</p> <ul style="list-style-type: none"> disabled: 45% of advice clients, 17% overall BMDC population black & minority ethnic groups: 53% of advice clients, 36% overall BMDC population | <p>The Council is not decommissioning services it is commissioning a more targeted advice service to respond to the identified needs of residents following extensive engagement with existing providers</p> <p>The commissioned service specification will include all the recommendations made in the various comments.</p> <p>The contract and quality monitoring of the contract will be comprehensive allowing the commissioner to take any and all necessary actions during the contract period to address any underperformance against the agreed outcome measures.</p> | 3A4 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|--|--|--|--|--------------------|
| | | Published December 2015 | | | | |
| 3A5 | <p>Departmental</p> <p>Restructure Adults and Community Services and Reduce Staff by 80</p> <p>Savings would be made by undertaking a fundamental re-structure of the whole of Adults and Community Services including options for the delivery of Social Work and Occupational Therapy assessment and support functions. There could however be an impact on frontline services, for example in delayed transfers from hospitals to care and longer waiting times for people to have their needs assessed.</p> | | N/A | <p>Concern was expressed that the restructure will lead to a reduced number of staff trying to meet the needs of service users which could have a impact on the quality and standard of service provision.</p> <p>It was highlighted that the delay in assessments could have an adverse impact on the emotional wellbeing and longer stays in hospital.</p> <p>Request was made for more consultation with people directly affected by this budget line as well as the changes in working practices proposed for OT and Social Work assessments.</p> <p>It was also suggested that the new approach will need to be effectively monitored while securing service user feedback to understand the actual impact of the change.</p> | <p>The reduction in staffing numbers clearly requires the Council to develop a new social care offer to meet the needs of the population. The way services are currently delivered cannot be delivered with fewer staff. The staffing reductions will necessitate a route and branch review of the way services are delivered which will include consultation with people who use services, carers, trades unions, VCS and our partners in the NHS and any other relevant statutory bodies we work with.</p> | N/A |
| 3A6 | <p>Operational Services</p> <p>Changes to Learning Disability Day Care Services and Procurement</p> <p>The budget for Learning Disability Services is £8.8m including a £7m contract that is due to</p> | <p>People with Learning Disabilities will predominantly be affected by this proposal but the focus will be on personalised services for people so impact will be</p> | <p>The Care Act (2014) requires people to have individual assessments of their needs using national eligibility criteria. The Act requires the Council to offer an independent advocate to support participation</p> | <p>Concerns were expressed that the proposals could lead to individuals spending more time at home without seeing anyone which could have an adverse impact on their mental health and quality of life.</p> <p>It was also highlighted that by reducing the resource input extra burden will be placed on</p> | <p>Eligibility for support will be looked at. At present we spend £52 million pounds on 1,600 people with a Learning Disability. (Compared to an authority of similar size and make up, Bradford is in the top 10 authorities with the greatest spend)</p> <p>Some people get residential care and day services - for other groups of service users the residential care</p> | 3A6 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|--|---|--|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>be re- tendered in 2016-17 providing the opportunity to deliver savings.</p> <p>The overall numbers of hours and days of day care provided will reduce and this will affect some individuals and families directly. Everyone will have their needs reviewed before any changes are made to individual arrangements.</p> | minimised | in the assessment and therefore implementation of the Act mitigates against any individual with a protective characteristic being negatively impacted | <p>VCS organisations to support individuals.</p> <p>It was also pointed out that in some cases support is needed up front, which could then be reduced as individuals get more confident and independent – this needs to be built into the new approach while ensuring that reviews are undertaken at the right time.</p> | <p>provider provides the day care.</p> <p>We want to move more people to Direct Payment and do this in conjunction with health where people are eligible for a Personal Health Budget too. The idea is that people will have a provider fund and have more choice over the services they want when they want them. All reviews will be done in partnership with individuals (advocacy provided where needed), family and providers. Personal support navigators (provided through the VCS) will also play a role.</p> <p>Changes have already begun to happen for some people. The biggest effect will be in 2017-18 when we have to make the biggest saving.</p> | |
| 3A7 | <p>Integration and Transition</p> <p>Changes to Housing Related Support : De-commission and Re-configure Services The Council commissions services to provide housing related support to a range of people including homeless people, ex offenders, people with mental health issues etc.</p> <p>The Council is not required to provide these services by law however a £4m saving has already been agreed for</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | N/A | <p>There was concern about impact of the proposals on people receiving housing benefit who have already experienced financial pressures due to the impact of Welfare Reform related changes.</p> <p>It was suggested that this could lead to an increase in homelessness and will also affect the way homeless are supported in the future.</p> <p>Concern was also expressed that there would be a disproportionate impact on the disabled, women (fleeing domestic violence), people with mental health, and</p> | <p>The service is already advanced in it's planning for the pre-agreed savings in this area. This proposal equates to a cut in the available funds for the commissioning of housing related support services. It will mean the service offer is cut but safeguards are already in place to ensure the most vulnerable are protected.</p> | 3A7 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|-------------------------|------------|---|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>this area in 2016-17The proposal would reduce that by a further £1m – the overall budget would reduce by 50% compared to today. Existing services will be changed to make sure that people in the greatest need are given priority. There is currently no assessment process.</p> | | | <p>people with learning disabilities as these are the groups that are currently helped by the services.</p> <p>Cumulative effect of all of these means more people with mental health issues likely to end up homeless and insecure tenancies will increase</p> <p>A request was made for clarification on whether there will be an assessment process when services change</p> <p>Clarity on the figures was re re 50% reduction</p> | <p>This means the full budget is approx 10 million – 4 million was agreed in cuts last year and this proposal suggests a further 1 million in 17-18 giving a 5 million cut overall (50% of 10 million)</p> | |
| 3A8 | <p>Operational Services</p> <p>This saving is a budgetary consequence of a decision previously consulted on and is therefore not open for further consultation</p> <p>Continue to Review Learning Disabilities Travel Support</p> <p>These savings will be made by continuing with the Council's agreed policy on travel support to people with learning disabilities which is to regularly review people's travel needs</p> | N/A | N/A | | | N/A |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|---|---|--|--|--------------------|
| | | Published December 2015 | | | | |
| | and to explore different travel arrangements | | | | | |
| 3A9 | <p>Operational Services</p> <p>This saving is a budgetary consequence of a decision previously consulted on and is therefore not open for further consultation</p> <p>Closure of Whetley Hill Day Care Centre With Serviced to be Provided Elsewhere</p> <p>Closure of Whetley Hill Day Care centre has been agreed with users and families who have worked with the Council to find a solution. The building will close but people will access services at Thompson Court and Norman Lodge.</p> | N/A | N/A | A request was made for further clarification to be made to users of the Whetley Hill Day centre on the proposed changes and timelines as there was concern that the message hasn't been communicated as effectively as possible. | Fundamental to how cuts will be implemented is consultation with the people affected. All current users will and have been involved with the discussions on how this service will be redesigned. | N/A |
| 3A10 | <p>Operational Services</p> <p>Changes to Contracts for Residential and Nursing Care for People With Learning Disabilities to Promote Independence and the Use of Technology</p> <p>New contracts will enable the re-negotiation of high cost placements with service providers and require them to maximise the use of technology and</p> | People with Learning Disabilities will predominantly be affected by this proposal but the focus will be on personalised services for people so impact on protected equalities characteristics will be minimised | The Care Act (2014) requires people to have individual assessments of their needs using national eligibility criteria. The Act requires the Council to offer an independent advocate to support participation in the assessment and therefore implementation of the Act mitigates against | A request was made for further clarification on whether the additional extra care housing is specific to people with a learning disability? | The Council is reviewing all its 'specialist housing for vulnerable adults' under the Great Places to Grow Old Programme. There are no specific plans in respect of different client groups at this point. | 3A10 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|--|---|--|--------------------|
| | | Published December 2015 | | | | |
| | telemedicine to support people with learning disabilities in the community which will reduce the numbers of care hours including nursing care required. The development of additional extra care housing will also reduce reliance on residential and nursing placements | | any individual with a protective characteristic being negatively impacted | | | |
| 3A11 | Operational Services Reduce the Number of Long Term Placements of Older People in the Independent Sector Although the Council will work to reduce the numbers of older people needing long term residential or nursing care some will still require that level of care. The Council proposes to reduce costs by changing spare beds in Council homes into long term beds reducing the numbers that we need to purchase from the independent sector | The proposal will predominantly affect older people and older people with disabilities in residential care. | To mitigate against any potential disproportionate impact individual assessments of needs will be undertaken. There would be extensive engagement with service users, carers and advocates to ensure seamless transitions for any service users affected. | A request was made for further clarification on who the 'spare' council beds are currently used for. Question was also asked whether the proposals will lead to reduced availability of respite places. | The beds are currently deployed to support the health and social care system. Discussions are on going with the NHS as to the number of beds they may require into the future and what level of community based services might be required to support hospital discharges. Respite is provided on the basis of assessed need and therefore how these beds are used will not affect the level of need. There is sufficient capacity in the local market to meet current levels of demand with room for any increase over the coming planning period. | 3A11 |
| 3A12 | Operational Services Mental Health – Review of charging arrangements for people with Mental Health issues Some people with | The proposal is to review all those people with Mental Health aftercare arrangements and assess their requirement to | The Care Act (2014) requires people to have individual assessments of their needs using national eligibility criteria. The Act requires the | Clarification was requested around the intention behind the proposal in terms of what is being reviewed e.g. someone's Mental Health status or their ability to pay? There was concern expressed that that section 117 people may lose | If someone is detained in hospital under the Mental Health Act they may be discharged with Section 117 aftercare. In this instance someone does not have to pay towards their social care elements that prevent someone being admitted back into | 3A12 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|---|---|--|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>Mental Health needs don't contribute financially towards their social care because of their status under the Mental Health Act. The proposal will review their status and anticipates more income from people with Mental Health needs through payments towards their care and as a consequence bring them into line with other clients for example older people and people with disabilities.</p> | <p>contribute towards their care and support arrangements.</p> <p>The proposal will therefore disproportionately affect people with Mental Health needs</p> | <p>Council to offer an independent advocate to support participation in the assessment and therefore implementation of the Act mitigates against any individual with a protective characteristic being negatively impacted</p> | <p>out as there is not enough detail about what the charges will be and how it will be decided</p> <p>It was pointed out that if an individual is under a section or in hospital for 28 days or more they will lose benefit entitlement so any charging policy needs to be sensitive to this</p> <p>It was also pointed out that people who have been assessed under section 117 get an advantage on other members of the disabled population. Therefore some people felt it is right that should contribute the same as others.</p> | <p>hospital.</p> <p>What has happened in Bradford is that people who have been detained under the mental health act at any point in their lives are still not contributing – even if they are in residential care for a completely different reason. Some people have been receiving free services since 1990.</p> <p>The review will look at their entitlement for care in their present circumstances both from a mental health perspective and physical perspective. This will ensure a fair service to all but will address an individuals needs.</p> | |
| 3A13 | <p>Operational Services</p> <p>Reduce Long Term Placements of Older People into Nursing and Residential Care</p> <p>By supporting more people to live in their own homes or in extra care supported housing, the Council can reduce what it spends on long term residential and nursing care. The Council will achieve reductions in the numbers of older people needing long term residential and nursing care by using technology to help them stay independent and</p> | <p>This proposal would have a high impact on older people but would result in a wider range of choice to meet peoples assessed needs and ensure where possible people with particular characteristics are not disproportionately affected</p> | <p>To mitigate against any potential disproportionate impact individual assessments of needs will be undertaken.</p> <p>There would be extensive engagement with service users, carers and advocates to ensure seamless transitions for any service users affected.</p> | <p>There was concern that reducing the number of placements will impact on those leaving hospital, which will result in an increase in bed blocking situation.</p> | <p>This proposal is in line with the increasing aspirations of residents who in the main prefer to remain in their own home or move into less institutional care settings.</p> <p>The health and social care system is developing a clear 'discharge to assess' pathway for hospital discharge which will ensure decisions about where people will live in the long term are not taken in an acute hospital setting. This shift in how we work to get people out of hospital will reduce demand in the long term for residential and nursing care.</p> | 3A13 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | working closely with health services to plan and deliver services | | | | | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|----------------------------|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| CHILDREN'S SERVICES | | | | | | |
| 3C1 | <p>Special Education Needs (SEN) Services</p> <p>Restructure the Special Needs and Educational Disability (SEND) Core Service</p> <p>The SEND Core Service carries out various statutory duties including coordination of assessments for children with SEND, monitoring children's progress and planning to ensure there is enough SEND provision.</p> <p>The proposal will make savings by re-structuring the services to reduce management costs while maintaining statutory functions.</p> | n/a | n/a | <p>Concern was expressed that the proposals could result in a significant number of children who won't have their needs identified, assessed and their support provision planned and monitored by specialist teachers.</p> <p>It was suggested if the service is contracted out to schools to buy in it may not be a priority for some schools.</p> <p>It was pointed out that the current service is very responsive to immediate requests for support at short notice which cannot be given at a centre of excellence where an appointment is needed, which could lead to delay in support</p> | <p>The SEND proposals relate to the recommissioning of SEND Teaching Support Services. In essence this is about transforming centrally delivered services in the context of sector led improvement.</p> <p>We are currently considering this proposal in the context of a much wider SEND review. We want to ensure that services for children and schools are high quality and improve outcomes. This is not part of the budget savings proposals as these services are funded through Dedicated Schools Grant (DSG), it is not expected that there would be any loss of service to children and young people.</p> <p>This proposal is about reducing management of the core Statutory Service. The proposals will not have an impact on the statutory functions of the LA, which are: the assessment of SEND, monitoring children's progress through school based review meetings and ensuring sufficiency of SEND placements and resources.</p> | n/a |
| 3C2 | <p>Special Education Needs (SEN) Services</p> <p>Re-commission the SEND Teaching Services.</p> <p>Development of SEND</p> | Equality assessment carried out indicates that this proposal is likely to have no or a | n/a | Same as above | This proposal is about the re-commissioning and transformation of SEND teaching services, traditionally delivered by the LA, in the context of sector led | 3C2 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|---|------------|--|---|--------------------|
| | | Published December 2015 | | | | |
| | Centres of Excellence based in schools. Dedicated Schools Grant funded so no revenue saving. Has been added due to S188 and Corporate Services Recharges | low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | | | <p>improvement.</p> <p>This proposal is now being considered in the context of a much wider SEND review currently underway.</p> <p>Any changes to these Services will be in the context of this Review and will be based on the SEND needs analysis and recommendations about provision and services for the next 5 years. It is based on key questions.</p> <ul style="list-style-type: none"> Do we have sufficient resource/places for SEND children and young people based on a needs analysis? Is our current provision the correct model? <p>Do we have any gaps in our resource?</p> | |
| 3C3 | <p>Behaviour and Attendance</p> <p>Restructure the Educational Social Work (ESWS) and Behaviour Support (BSS) Services</p> <p>The proposed re-structures will bring BSS and ESWS together with the New Arrivals and Travellers Children's Service and Looked After Children to create a "Virtual School" for</p> | n/a | n/a | <p>There was concern that there was limited detail on how the proposals will be delivered other than the service moving to Schools of Excellence.</p> <p>It was suggested that a significant change in the way in which the service was structured could lead to a loss of experience and special-ism within the field that has been built up within the team, which could have an adverse impact on the support provided to</p> | <p>This proposal is not about moving to Schools of Excellence.</p> <p>This proposal is about developing a "Virtual School" for Vulnerable Children.</p> <p>Currently vulnerable children may be referred to a number of services which deal with different issues. One may deal with behaviour, one may deal with absence from school, another may deal with the issues faced by a new arrival to the</p> | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|-------------------------|------------|--|---|--------------------|
| | | Published December 2015 | | | | |
| | Vulnerable children which provides additional support and complements the children's mainstream education; Management costs will be reduced and because the services often work with the same children there will be opportunities to eliminate duplication and maximise the impact of resources. | | | schools. | country and one service may deal with Looked After Children. By bringing the services together into one service area to be known as the Virtual School we will be able to have a team around the child. They will advocate on behalf of the child and ensure there is a plan and joined up package of support in the context of Early Help. The expertise and experience will transfer into this new team and therefore should have no impact on the support schools receive. | |
| 3C4 | <p>Diversity and Cohesion Service</p> <p>Restructure the Diversity & Cohesion Service</p> <p>The Diversity and Cohesion service has a number of functions including supporting supplementary schools, delivering the Government's PREVENT anti-radicalisation agenda and support to the Standing Advisory Council on Religious Education (SACRE). The re-structure will reduce management and align New Communities and Travellers Services with the "Virtual School" (see 3C3) for vulnerable children in order to reduce costs while using Government grants to</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|--|--|---|---|--------------------|
| | | Published December 2015 | | | | |
| | cover budget reductions and maintain essential aspects of the Service's work. | | | | | |
| 3C5 | <p>Bradford Achievement Service</p> <p>Move Delivery of School Improvement to Schools</p> <p>The District is moving to a "School led" approach to driving school improvement. As a result the Council will no longer perform some of the functions it does now and this will mean that there will be a decrease in the number of Council teams required. Funding for School improvement will continue to be made available directly to schools via the Dedicated School Grant.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3C5 |
| 3C6 | <p>Employment and Skills</p> <p>Reviewing Work with Young People Who are Not in Employment Education or Training The proposal is made up of different elements:</p> <p>- Connexions. Connexions supports young people on a range of issues including accessing education, training,</p> | This proposal will have a negative impact on people who share a protected characteristic. The service targets and supports vulnerable young people who are not in education, employment or | To mitigate any potential disproportionate impact there will be a re-design of the service to provide better links with other agencies and services that will be underpinned with more effective information, advice | Concern was expressed that the decommissioning of the Engagement and Skills element of the Community Fund will mean that there will be no provision from the voluntary sector in this area. | The proposed withdrawal of funding for the Employment and Skills element of the Community Fund will not mean that there will be no provision from the voluntary sector in adult employment and skills delivery. | 3C6 |
| | | | | | The voluntary and community sector will continue to be funded for activity in this area through the Council's 'Get Bradford Working' programme, and core government | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---|----------------------|---|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>skills and employment choices. The proposal will reduce the Connexions contract by £450,000 (30%) reducing the Councils capacity to support this work and increasing the risk of growing numbers of young people Not in Education, Employment or Training</p> <p>- De-commissioning the Employment and Skills element of the Community Fund to save £250,000. This will impact on a number of Voluntary Sector providers and will further reduce the delivery of employment and skills opportunities in the District.</p> <p>- Service re-structure - A review of the service structure to save £26,000</p> | <p>Training (NEET) and provides pre-employment support and training to help vulnerable people into employment.</p> | <p>and guidance.</p> | <p>It was also pointed out that the proposals could lead to increase in NEET numbers across the district.</p> | <p>funding from the 'Department of Work and Pensions', and the 'Skills Funding Agency'.</p> | |
| | <p>Specialist Services and Children's Centres</p> <p>Investment for new Early Help Service</p> | n/a | n/a | n/a | | |
| 3C7 | <p>Specialist Services and Children's Centres</p> <p>Looked After Children - bring children cared for outside of Bradford back into the District.</p> <p>Having more of our children with complex needs living locally will</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no detrimental impact and so there is no disproportionate impact on any</p> | n/a | | | 3C7 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|--|------------|---|---|--------------------|
| | | Published December 2015 | | | | |
| | reduce costs associated with the provision of care outside the District which is generally more expensive. This will be achieved by strengthening our local provision and the movement of young people from residential care to highly skilled foster care. | group who share protected characteristics | | | | |
| 3C8 | <p>Specialist Services and Children's Centres</p> <p>Looked After Children - Reduce the Numbers of Looked After Children by 75 Over 2 Years.</p> <p>The numbers of children in Council care will be reduced by improving its Early Help offer to children and families and the fostering and residential care we provide for children once they need to be looked after by the Local Authority. Earlier and more effective action to address issues affecting families and children along with the use of "Signs of Safety", an approach designed to reduce risks by working in partnership with families, is expected to reduce the numbers of children in</p> | Equality assessment carried out indicates that this proposal is likely to have no detrimental impact and so there is no disproportionate impact on any group who share protected characteristics | n/a | <p>There was concern that the proposals could lead to some children being left in potentially unsafe situations</p> <p>It was pointed out that Benefit sanctions and other changes due to the Welfare Reform programme will increase the number of families in crisis and this will very likely increase the need for this service.</p> | <p>There is evidence that other local authorities who have implemented effective Early Help services have safely reduced the number of Looked after children.</p> <p>Aligning the Early Help approach with signs of safety will ensure improved outcomes for families.</p> <p>A big focus within Early Help will be to support and encourage adults into training and into employment, off benefits and out of poverty.</p> | 3C8 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|--|--|---|---|--------------------|
| | | Published December 2015 | | | | |
| | care by 75 over two years. | | | | | |
| 3C9 | <p>Specialist Services and Children's</p> <p>Staff Savings in Children's Specialist Services</p> <p>Bradford's Early Help offer will be improved to develop a clearer focus on outcomes, eliminate duplication and promote integrated working between services. This will contribute to reducing the numbers of looked after children, reduced contacts with children's social care, reduced child protection plans and reductions in associated staffing costs.</p> | n/a | n/a | There was concern that the reduction in staff numbers could lead to a significantly reduced specialist service for children. This will have an adverse impact on children in Bradford who are already disadvantaged and the gaps will only become wider in terms of opportunity and aspiration. | The Early Help offer will provide an effective response to families at an earlier stage and therefore improve the outcomes for families and reduce the number of disadvantaged children in the District. | n/a |
| 3C10 | <p>Youth Offending Team - Stop Delivering Pre-Court Crime Prevention Work</p> <p>"Community Resolutions" helps to divert young people from the criminal justice system by directly communicating with and making amends to people they have subjected to low level crime. There is no statutory duty for the Council to provide this service and the proposal is to end its</p> | This proposal could lead to a greater number of young people appearing in Court and could have a negative impact on career and employment opportunities. | The Youth Offending team will continue to work with all agencies involved in working with this cohort of young people to adopt a shared preventative approach. | Concern was expressed about the long term impact of the proposal on Young People in Bradford and the cost associated in the long term. | <p>Management has reviewed the Youth Offending Team (YOT) budget reduction to minimise the impact on the prevention work.</p> <p>The proposals reflects the changing flows of work on the service and therefore reduces the long term impact of the budget reductions</p> | 3C10 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--------------------------|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | delivery. | | | | | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|---------------------------------|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| REGENERATION AND CULTURE | | | | | | |
| 3R1 | <p>Economic Development</p> <p>Review the Business, Investment and Enterprise team.</p> <p>Changes at the regional Combined Authority to develop strategic inward investment will result in changes in delivery locally. This will reduce the capacity of the service to support business and attract investment to the District.</p> | n/a | n/a | | | n/a |
| 3R2 | <p>Economic Development</p> <p>Replace City Park Maintenance Fund with a Reserve</p> <p>Maintenance works for City Park are currently funded from the Council's ongoing revenue budget. The proposals will replace this funding with a reserve of over £500k which would be sufficient to cover the life time replacement costs for major works.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3R2 |
| 3R3 | <p>Economic Development</p> <p>Replace Budget for the City Centre Growth Zone Rates</p> | Equality assessment carried out indicates that | n/a | | | 3R3 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|---|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Rebate Team with a Reserve</p> <p>The costs of managing contracts for business rate rebates in the City Centre Growth Zone are currently paid for from the Council's ongoing revenue budget. This proposal would replace that funding by using money set aside to fund the Growth Zone's Rates Rebate programme for the duration of the programme to March 2020. The proposal would reduce the money available to support City Centre businesses but because of various other business rates initiatives fewer businesses will qualify to receive a rates rebate than was originally anticipated so the impact will be minimised.</p> | <p>this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | | | | |
| 3R4 | <p>Economic Development</p> <p>Reduce European Strategic Investment Fund (ESIF) and Replace with a Reserve</p> <p>The ESIF is used to provide match funding for bids for funds from the European Union, this match funding typically helps to secure an additional 50% from the</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | | | 3R4 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | EU. Reducing the fund will reduce the capacity to respond to Leeds City Region requests to deliver EU funded programmes. Leeds City Region is currently calling for an EU funded enterprise support programme under the proposal. This and other similar calls would be funded through reserves. | | | | | |
| 3R5 | <p>Climate, Housing and Property</p> <p>Continue to reduce the Council's Administrative Estate</p> <p>The Council will continue to reduce the number of buildings it operates from in the City Centre, closing Jacobs Well and moving staff to Britannia House. Some capital investment will be required to deliver the proposal</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3R5 |
| 3R6 | <p>Climate, Housing and Property</p> <p>Remove or Reduce Rental Subsidies Provided to Tenants of "Community Facilities"</p> <p>Tenants of "community facilities" e.g. sports and recreational facilities are granted rental subsidies from</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share | n/a | <p>There was a strong concern that the proposal could lead to small community groups closing down. Voluntary organisations using council buildings are already on tight budgets and will struggle with increased rents etc.</p> <p>In general the groups range from small community organisations to</p> | <p>The service recognises that it's EIA is necessarily limited to property implications and does not take account of wider impacts in terms of community services particularly when other department's proposals affecting the same groups are taken into account.</p> <p>The service has requested sight of feedback forms referred to by affected groups at the consultation</p> | 3R6 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---------------------------|------------|--|---|--------------------|
| | | Published December 2015 | | | | |
| | the Council based on their ability to pay. The total value of subsidies is £300,000. The proposal would either remove all subsidies or revise the policy to reduce the overall level of subsidy by assessing the tenant's contribution to District wide priorities, their management of the property and the extent to which facilities are made available to the wider community. | protected characteristics | | <p>large VCS groups who provide support to communities and individuals which compliment and add value to services provided by the Public sector.</p> <p>Question was asked about the legal ownership of assets especially when they were bought with external funds (e.g. European money) and nominal support from the Council. It was pointed out that asset management should support these organisation to take ownership of these buildings under the 'Community asset transfer'</p> <p>Concern was also expressed about the impact of this proposal on other areas. Social and health care are relying on Community's to support people more and provide services. Youth Services have been cut and due for further cuts. With nowhere to go and nothing to do we are likely to cause additional costs in other areas e.g. anti social behaviour, Youth offending, intimidation in the streets so other people don't go out and become more isolated etc.</p> | <p>event.</p> <p>The issue of community asset transfer is separate and distinct from the proposal</p> | |
| 3R7 | Climate, Housing and Property Changes to the delivery | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|---|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>of capital schemes.</p> <p>Changes to the Education Client Services and Architectural Services teams</p> | | | | | |
| 3R8 | <p>Climate, Housing and Property</p> <p>Reduce Building Maintenance Budgets The maintenance budget has already reduced by £700,000 in the last four years and the proposal would make a further £1m reduction which would affect the ability to carry out programmes of planned maintenance work.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | | | 3R8 |
| 3R9 | <p>Climate, Housing and Property</p> <p>Restructure Environment & Climate Change Service The team works to reduce energy consumption and expenditure, reduce carbon emissions and promote a reduction in fuel poverty and improve Public Health outcomes. The proposed re-structure will align functions to other areas of activity such as buildings and estates management and reduce management costs. There will</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | be a reduction in strategic capacity and the delivery of carbon reduction work however this reflects a changing policy context in which there is greater difficulty in delivering schools carbon reduction projects which form a significant part of the work. | | | | | |
| 3R10 | <p>Climate, Housing and Property</p> <p>Increase Trading Surplus in Catering Services by Ceasing Loss Making Operations</p> <p>The proposal would review and change services at loss making venues which include sports centres, swimming pools and City</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3R10 |
| 3R11 | <p>Climate, Housing and Property</p> <p>Reduce Office Cleaning to 3 Days a Week</p> <p>The proposal would reduce levels of cleaning and increase reliance on employees to keep their work areas clean and tidy.</p> | n/a. | n/a | | | n/a |
| 3R12 | <p>Climate, Housing and Property</p> <p>Property Programme –</p> | Equality assessment carried out indicates that | n/a | | | 3R12 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|--|---|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Continue to Rationalise the Council Estate</p> <p>The continuation of the Property Programme will continue to deliver savings including the closure of Future House, reductions in managed print spend and savings on cleaning and utilities bills.</p> | <p>this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | | | | |
| 3R13 | <p>Planning Transportation & Highways</p> <p>CCTV Services</p> <p>The proposal would seek to generate income through exploring the commercial opportunities for example services to education, other authorities and the private sector.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | | | 3R13 |
| 3R14 | <p>Planning Transportation & Highways</p> <p>Street Lighting – Partial Night Switch Off</p> <p>Switching selected street lights off between midnight and 5am will reduce energy costs. Other authorities have adopted this approach. Determining the specific areas subject to the proposals will need</p> | <p>Equality assessment carried out indicates that this proposal could potentially have a negative impact upon people with a disability in so far as partially sighted people may find it more difficult to travel in areas where lighting is</p> | <p>The disproportionate impacts could be mitigated by careful selection of the units to be switched off.</p> <p>Criteria is being developed to determine priorities where service</p> | <p>Concern was expressed that some vulnerable people will suffer if lights are switched off.</p> <p>It was felt that there were many hidden uncertainties, such as will crime increase, or will those deemed vulnerable feel stressed and anxious.</p> | <p>As part of the selection criteria consideration will be given to locations where there are likely to be high numbers of vulnerable people.</p> <p>Evidence from other projects already implemented suggest that there appears to be no increase in crime. Feedback from other projects is generally positive.</p> | 3R14 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|--|---|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>surveying, research and consultation to be undertaken. There would be no switch off proposed in areas where;</p> <ul style="list-style-type: none"> • There is a record of traffic collisions during switch off times • There is high crime during switch off times • There are Roundabouts, complex junctions etc • There is CCTV coverage • There are pedestrian crossings • There is 24 hour use e.g. Hospitals There is sheltered accommodation and housing for vulnerable people <p>Some initial investment would be required to make the technical changes necessary to deliver ongoing savings. Public consultation may also be required in some area Additional switch offs could potentially reduce costs by</p> | <p>switched off.</p> <p>Additionally older people may feel more vulnerable where lighting is switched off.</p> | <p>should be maintained e.g. areas with sheltered housing and areas with a police record of frequent anti-social behaviour during the proposed switch- off period</p> | | | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|---|------------|--|---|--------------------|
| | | Published December 2015 | | | | |
| | another 20%. | | | | | |
| 3R15 | <p>Planning Transportation & Highways</p> <p>Reduce Winter Gritting Routes</p> <p>The Council currently affords priority status for gritting to 62% of the local road network - 712 miles. The proposals would reduce this to 42% by 2017- 18 with just the main arterial routes and spinal link roads being afforded priority status</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | <p>Concern was expressed that the proposals will have a disproportionate impact on the disabled and elderly who are dependent on either their cars or public transport. This could lead to an increase in isolation during winter months for some of those groups.</p> | <p>In determining the reduced priority routes, consideration will be given to areas where there are likely to be high numbers of disabled and elderly groups.</p> | 3R15 |
| 3R16 | <p>Planning Transportation & Highways</p> <p>Restructure Development Services</p> <p>Development Services deliver planning and building control services. The proposal reduces staffing levels but by restructuring in the light of changing requirements and already agreed procedures, no detrimental effect on planning is anticipated.</p> <p>Building control is moving to a joint arrangement with Kirklees and possibly also Wakefield Councils which should see it maintain and capture market share</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|--|--|--|--------------------|
| | | Published December 2015 | | | | |
| 3R17 | <p>Planning Transportation & Highways</p> <p>New Charges for Permits for Car Parking, Skips and Scaffolding; Charges for Dropped kerb applications and events on the highway co- ordination</p> <p>The proposal introduces new charges for residents car parking permits and for skips and scaffolding on the highways.</p> <p>Applications for dropped kerbs will incur a charge as will staff time involved in co-ordinating events and parades. Licence fees will be introduced for cranes and cherry pickers.</p> | <p>Equality assessment carried out identifies that the scope of the impact on protected characteristics for each additional fee charge will be different but collectively could have a medium impact on age, disability and those on low income/low wages.</p> | <p>The disproportionate impacts could be mitigated by designing the fee charging schedule to allow consideration of the assessment of the applicant's ability to pay the required fee or charge.</p> | | | 3R17 |
| 3R18 | <p>Planning Transportation & Highways Re-Structure Planning Transport & Highways and Transfer Some Functions to the West Yorkshire Combined Authority</p> <p>The proposal will change administrative support, merge Transport Development and Highways Asset management in to one Team and seek to centralise some functions to the West Yorkshire Combined Authority – these are Highways Design, Traffic</p> | n/a | n/a | n/a | n/a | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>control, Highways Structures, Transport Planning and Highways Development Control.</p> <p>Transfer of functions would remove the Council's ability to deliver its own strategic highway improvements without having to use consultants.</p> <p>Review the provision of highways inclusion and mobility advice which could reduce effectiveness and impact in this area of work.</p> | | | | | |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------------------------------|---|--|------------|---|---|--------------------|
| | | Published December 2015 | | | | |
| ENVIRONMENT AND SPORT | | | | | | |
| 3E1 | <p>Waste Minimisation – Support and Encourage Recycling; Provide One General Waste Bin and End the Collection of Side Waste</p> <p>The Council has agreed a Domestic Waste and Recycling Policy that will increase recycling and reduce domestic waste and its associated disposal costs. The current and ongoing costs of disposal of domestic waste are not affordable.</p> <p>Education, information and raising awareness will support increased recycling and a scheme providing community incentives to recycle will be introduced in places where households have little space for separate recycling bins.</p> <p>The Council will work with householders to eliminate the need to leave out side waste & will only collect one general waste bin from each household; households above a certain size can apply for a larger bin.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | Concern was expressed that communication on the implications of the proposals has not filtered down to all communities especially those from minority groups, | <p>Following implementation of the Domestic Waste and Recycling Policy (DWARP) across the Keighley areas, lessons have been learned that will be adopted for the Bradford Area roll out. Additional communications will be delivered to each household across the Bradford area. The programme design provides a flexible approach to ensure that different communities and individual needs are taken into account where possible.</p> <p>The Council recycling advisors are newly in post and have a comprehensive work programme to ensure that the needs of minority groups are considered, understood and acted on where possible.</p> | 3E1 |
| 3E2 | Introduce Charges for | Equality assessment carried | n/a | There is support for green waste collection charges although it | The proposal is that the service will be offered across all areas at | 3E2 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|---|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Green Waste Collection</p> <p>The Council currently subsidises the collection of green waste in some parts of the District, mainly serving households with larger gardens through its brown bin system. The proposals will introduce a charge of £40 per household for collection of green waste for which householders will receive a specified number of collections a year in turn. Charging for green waste collection is increasingly common among local authorities and will remove the unfairness of the free service only being offered to households in certain parts of the District.</p> | <p>out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | | <p>could be termed as charging the 'more affluent' as green waste is restricted to many of the areas in the district. In theory, the 'less well off' areas may not be charged so this is supported. Question was raised on how the fee of £40 for the service was determined. It was also suggested that people should be encouraged to recycle green waste for compost.</p> | <p>the same charge.</p> <p>The Council has always encouraged householders to compost garden waste wherever possible and offers compost bins at a reduced price.</p> <p>The original fee was determined after an analysis of councils with a similar size/demography who have already implemented green waste charging and taking account of likely drop off rates of existing users of the service.</p> <p>Consideration will be given to the consultation response with respect to levels of charges.</p> | |
| 3E3 | <p>Trade Waste – revise charging and payment and improve efficiency</p> <p>Increasing trade waste charges will generate additional income while a move to cashless payment systems will improve efficiency and reduce costs to the Council. "Pay as you go" arrangements will eliminate building up bad debt and other operational efficiencies will contribute to the overall savings.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | | | 3E3 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---|------------|---|---|--------------------|
| | | Published December 2015 | | | | |
| 3E4 | <p>Alternate week Waste Collections</p> <p>The proposal will mean alternate weekly collections of household waste and recycling.</p> <p>The current and ongoing costs of disposal of domestic waste are not affordable. The proposal will reduce the total number of collections per year for each household but maintain weekly visits.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | <p>There is some support for fortnightly bin collections and alternate weeks for recycling and domestic waste. However concern was expressed about the issues of fly tipping, which could increase due to proposals and therefore become counterproductive. The revised proposals would need to factor this into how the new policy is implemented.</p> | <p>The full details of this change are not finalised at this point in time but consideration of the change and impact on issues such as fly tipping will be explored. Many Councils (80%) have implemented alternate week and 3 weekly collections without reporting any significant impact on fly tipping.</p> <p>Separation of recyclables still creates the opportunity for disposal of the same quantity of waste by households just in different receptacles.</p> <p>Alternate weekly collection encourages recycling and moving 10% of waste from the residual bin to the recycling bin saves over £1m in disposal costs.</p> | 3E4 |
| 3E5 | <p>Sport - Play Service</p> <p>This saving is a budgetary consequence of a decision previously consulted on and is therefore not open for further consultation</p> <p>Merge and Restructure Play Service</p> <p>It has already been agreed that the Council's Community Play and Activity Service should merge with the Early year's Childhood team and this will deliver an ongoing</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | saving. | | | | | |
| 3E6 | <p>Sport - School Swimming</p> <p>Increase Charges for School Swimming by £5 per Pupil</p> <p>The increased charges for Key Stage 2 School Swimming lessons will bring the Council into line with other providers of KS2 school swimming. Over 135 schools across the District currently buy our KS2 swimming.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3E6 |
| 3E7 | <p>Sport – Sports Centres</p> <p>Withdraw from Nab Wood Sports Centre</p> <p>A new school is due to be built at Nab Wood and the proposal is to withdraw Council provision from the sports centre in advance of the building work rather than awaiting its commencement.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3E7 |
| 3E8 | <p>Sport – Sports Centres</p> <p>New agreement with Pulse fitness at Thornton Recreation Centre</p> <p>The Council has an agreement with Pulse</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so | n/a | | | 3E8 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|---|--|--|--------------------|
| | | Published December 2015 | | | | |
| | Fitness to share income from Thornton Recreation Centre. This ends in January 2016 providing the opportunity to increase the Council's income through a new agreement. | there is no disproportionate impact on any group who share protected characteristics | | | | |
| 3E9 | <p>Sport – Sports Centres</p> <p>Sports Facilities – New Online Booking and Membership System</p> <p>A new online booking system is being installed in sports facilities which will reduce the need for reception staff cover in certain facilities.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3E9 |
| 3E10 | <p>Sport – Sports Centres</p> <p>Sports Development - additional income from holiday courses and year round</p> <p>The Sports Development Service will adopt an increasingly commercial approach to delivering courses and activities like multi-sports camps, dance camps, aquatics courses and outdoor programmes. Fees and charges will be brought further into line with market prices.</p> | Equality assessment indicates that this proposal could impact on low income/low wage families and young people which may not be able to afford any increased charges. | The Passport to Leisure scheme operated by the Council is available to low income Bradford residents and will be actively promoted to mitigate the effect on low income families and individuals. | | | 3E10 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|------------|---|--|--------------------|
| | | Published December 2015 | | | | |
| 3E11 | <p>Sport & Culture Management</p> <p>Re-structure Sports & Culture Management & Staffing</p> <p>A reduction in sports and culture activity presents the opportunity to further reduce management and staffing costs.</p> | n/a | n/a | | | n/a |
| 3E12 | <p>Parks – Events</p> <p>Removing subsidised Support for Bingley Music Live and Sports and Parks Events</p> <p>The proposal would lead to a loss of experience and capacity however there is the potential for Bingley Music Live to move to a private operator and for parks and sports events to be run by local communities or other alternative approaches.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3E12 |
| 3E13 | <p>Parks</p> <p>Transfer ownership of playing pitches and facilities to sports clubs, Parish Councils and community organisations.</p> <p>Some sports pitch management and maintenance including changing facilities would transfer to clubs,</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected | n/a | Concern was expressed that the proposals will have an adverse impact on low income across the district and would reduce their ability to take part in sporting activity. This doesn't fit with the Council's policy around reducing obesity and encouraging people to have a healthier lifestyle. | If the sports pitches transfer to community management then the reduction in cost as a result of volunteers operating the facilities could reduce the cost of access to sports facilities. However, in any agreement an upper limit on charges would be included in the agreement as it has been at sports grounds in the district that have already moved to this | 3E13 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|------------|--|---|--------------------|
| | | Published December 2015 | | | | |
| | parishes and community groups to operate as community assets. This may require the consolidation of multiple clubs onto to a single site to reduce the current dependency on pitches used only by one team and to provide more cost effective opportunities for club or community management. Club or community management will increase the potential for access to sponsorship, fund raising activity and grant funding. | characteristics | | There was also concern that different groups would be using the facilities on a regular basis which could lead to a decline, for example the standard and quality of the pitches. It was suggested the Council could work with partners to develop quality standards and explore other alternative funding streams e.g. Sports England | <p>approach.</p> <p>Pitches will not be overplayed as any agreement with a community sports club would include limitations on play and quality standards required prior to any play as a result of wet weather conditions.</p> <p>A community sports club has greater access to external capital funding from Sport England, Football Foundation, National Lottery, etc and the Council will continue to work with sports clubs to access this funding potential.</p> | |
| 3E14 | <p>Parks</p> <p>Parking Charges at Some Parks and Woodlands</p> <p>Parking charges will be introduced at specific parks and woodlands e.g. St Ives, Lister Park, Ilkley Lido, Cliffe Castle</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | Concern was expressed that the parking charges would lead to a reduction in people visiting parks and woodlands. It was suggested that this will have an impact on low income groups who find this as affordable alternative for leisure activity. This will also lead to people parking on adjacent streets/roads (to avoid paying a fee) causing traffic congestion, which will be counter-productive. | <p>The price for parking will need to be considered as access is important to provision and use of leisure and park facilities, but this initiative will only affect people accessing the parks by a motor vehicle. Pedestrians and cyclists will still have free access to the park area.</p> <p>Not all parks will introduce parking charges as there are a number of issues to be considered prior to introducing parking at any one location. The displacement of parking into the surrounding area will be considered as part of any potential park charging assessment.</p> | 3E14 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|---|--|---|--|--------------------|
| | | Published December 2015 | | | | |
| 3E15 | <p>Parks</p> <p>Find external funding for Christmas Trees or cease provision</p> <p>The Council currently buys, installs and removes 9 Christmas trees at city and town centres and key facilities. The proposal is to identify alternative funding for these activities through sponsorship.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | | | 3E15 |
| 3E16 | <p>Bereavement</p> <p>Increase Bereavement Services charges above inflation.</p> <p>The increases will bring the Council's charges broadly into line with other West Yorkshire authorities in particular Bradford Council's charges for graves are relatively low. The proposed increase would be an average of 5% above inflation in each of the next two years.</p> | <p>Equality assessment indicates that any increase in charges, particularly at a rate above inflation, will have an effect upon those on low incomes for a universal service</p> | <p>Whilst not mitigating the impact, the proposed increases will be structured to ensure that local service users are not charged the highest amounts within West Yorkshire for any of the services offered.</p> | | | 3E16 |
| 3E17 | <p>Culture - Libraries</p> <p>Libraries - Operational Efficiencies Including Review of Opening Hours and Reductions to the Materials Fund</p> <p>The proposal would</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate</p> | n/a | <p>There was strong concern that the proposals will lead to the loss of a vital community asset, which provide more than just access to books.</p> <p>It was suggested that there will be a disproportional impact on elderly, young people and</p> | <p>The proposals include for a set of core libraries to be provided which are geographically located across the district.</p> <p>All other libraries are being offered through the current proposal as community managed libraries. This initiative is planned</p> | 3E17 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | reduce the materials fund and spending on casual staff resulting in reductions in resources for library materials across the District and risks of temporary library closures due to a lack of casual staff cover. | impact on any group who share protected characteristics | | <p>people on low income.</p> <p>The wider implications include loss of access to computers, which are essential for CV development, job search and accessing services from the Council and other public sector partners who are moving to a digital service access channels.</p> | to be implemented over a number of years and local groups will be offered support and financial assistance to enable the library to be sustained. This proposal has taken place at a few libraries within the district and these are working well at the current time. | |
| 3E18 | <p>Culture - Libraries</p> <p>Libraries - Increase the Numbers of Libraries Managed by Local Communities</p> <p>A number of branch libraries are already being successfully run by local community groups and volunteers. This proposal would seek to extend community management across the rest of the library network, with the exception of Bradford Central Library, Shipley, Keighley, Bingley, Ilkley, Eccleshill and Manningham which would remain under direct Council management</p> <p>If a community managed solution cannot be found then the Council would look to close them.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | <p>There was strong concern that the proposals will lead to the loss of a vital community asset, which provide more than just access to books.</p> <p>It was suggested that there will be a disproportional impact on elderly, young people and people on low income.</p> <p>The wider implications include loss of access to computers, which are essential for CV development, job search and accessing services from the Council and other public sector partners who are moving to a digital service access channels.</p> <p>Closure of the libraries could lead to increased isolation for some groups who use the facilities as a safe place for connecting with other people.</p> | | 3E18 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|--|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| 3E19 | <p>Culture - Museums</p> <p>Museums - restructure of the Service</p> <p>The proposal is to restructure the service to provide a smaller staff team retaining the capacity to deliver service objectives, eliminate duplication and promote more joint working. There would be some reduction in the funding available to deliver exhibition design.</p> | n/a | n/a | | | n/a |
| 3E20 | <p>Culture - Theatres</p> <p>Theatres - Reduce Box Office staffing; Increase Income in Community Halls; Review Contemporary Dance Programme and Increase Income</p> <p>Increasing the transactions that are carried out online will reduce the numbers of telephone staff required. Contemporary Dance events will be significantly reduced. Investment may be needed to drive income generation.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3E20 |
| 3E21 | <p>Culture - Markets</p> <p>Markets - Operational</p> | Equality assessment carried out indicates that | n/a | | | 3E21 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|---|----------------------------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Review</p> <p>To undertake an operational review of markets introducing operational efficiencies. Plus introduce a small business initiative scheme.</p> | <p>this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | | | | |
| 3E22 | <p>Culture - Tourism</p> <p>Review of Tourism Budget</p> <p>Over £120,000 of the current budget for tourism is short-term transitional funding to underpin services while a review of its future configuration is carried out. The review will have to deliver savings equivalent to that funding and this proposal requires an extra £69,000 to be saved.</p> <p>Savings can be made in 2016-17 by reducing opening hours or closing Visitor Information Centres. Balancing the budget beyond 2016-17 would require the closure of more or all Visitor Information Centres. The impact of any potential closures could be reduced through the development of online and digital alternatives.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | n/a | <p>There was concern that the closure of visitor information centres and a move to digital alternatives to replace them could result in excluding some groups e.g, older people, disable as they may not be able to access these services.</p> <p>Question was also raised about the timing of the proposal when we are promoting the city to all as a place to visit.</p> | <p>The proposal will include for the building of digital content and it is envisaged that strategic locations for information points will be identified across the district. This would provide for paper based materials and digital information to be gained at these locations similar to the current materials.</p> <p>The promotion and providing of information in the City Centre will be considered as a priority due to the reasons identified through the consultation feedback.</p> | 3E22 |
| 3E23 | Safer & Stronger | Equality assessment indicates that there is | To reduce the negative impact of | | | 3E23 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|---|--|--|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>Communities</p> <p>Remove Council Funding for Police Community Support Officers</p> <p>The Council will remove its financial contribution to Police Community Support Officers (PCSO's) over two years and work with West Yorkshire Police to develop a new approach to neighbourhood policing within the context of reduced funding. The Council currently part funds 120 PCSO's who are employed by the Police and provide a visible uniformed presence. To reduce the negative impact of this proposal the Council and Police will work together to promote and increase the numbers of Special Constables and to move to multi-disciplinary local neighbourhood teams that work together and focus on preventing harm to vulnerable people. The Council would retain its Wardens Service.</p> | <p>likely to be a negative impact on a number of protected characteristic groups due to a reduction in a visible uniformed presence.</p> <p>PCSO's provide a visible presence and help deter crime including anti-social behaviour and hate crime, crimes which are most likely to occur against protected characteristic groups.</p> | <p>this proposal the Council and Police will work together to promote and increase the numbers of Special Constables and to move to multi-disciplinary local neighbourhood teams that work together and focus on preventing harm to vulnerable people. The Council would retain its Wardens Service.</p> | | | |
| 3E24 | <p>Safer & Stronger Communities</p> <p>Community Development - Reduce Devolved Area</p> | <p>Equality assessment indicates that these grants are paid to organisations who</p> | <p>Existing grant recipients may be able to build capacity within the groups</p> | <p>There was concern that the proposals would significantly reduce the support capacity for vulnerable/low income groups</p> | <p>Resources to support community development would be reduced.</p> <p>Some capacity would be retained and decisions will be taken on</p> | 3E24 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|--|---|--|---|--------------------|
| | | Published December 2015 | | | | |
| | <p>Committee Budgets</p> <p>Several organisations in different parts of the District are commissioned by the Council to deliver community development. The proposal would mean that funding would reduce by a significant amount after current arrangements end.</p> | <p>work with low income groups. Any reduction will reduce the capacity for those organisations to create initiatives that support those groups.</p> | <p>they work with to be more independent and less in need of support.</p> | <p>and communities across the district. The community development workers tend to focus on prevention work (health decreases the statistics in mental health, social services, crime prevention and youth services) which reduces long term support costs for public sector support services. The reduction of support could lead to the need of investing further resources in the long term to address problems and issues, which will be counter productive.</p> <p>It was suggested that the revised proposals for support focus on areas of greatest need and this would need to be determined through needs analysis (linked to ward plans). There was support for increasing volunteer based support but this would require resource to ensure the volunteers had the right tools available to empower and support communities.</p> | <p>future approaches to help ensure that support is provided to those communities that are in greatest need.</p> <p>Some opportunity may exist to strengthen volunteering through New Deal initiatives such as 'People Can' campaign.</p> | |
| 3E25 | <p>Neighbourhood Services</p> <p>Parking – Introduce New and Increased Charges</p> <p>Proposals include changes in Bradford City Centre as follows:</p> <p>Off street evening charges – introduce £1.00 charge. Off street Sunday charges – flat</p> | <p>Equality assessment indicates that any introduction of charges will have a disproportionate effect upon those on low incomes although uptake of the service is discretionary.</p> | <p>The negative impact on people with low income is mitigated by the level of charges implemented which are designed to be reasonable and proportionate for the parking offered and</p> | | | 3E25 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|---|---|---|---|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>rate of £1.00</p> <p>On Street daily charges – extend from 8am to 6pm (currently 10am to 4.30pm)</p> <p>On street Sunday charges – extend pay and display on-street to cover Sundays.</p> <p>Other proposals: Implement already agreed tariffs</p> <p>Remove free parking at Westgate 2pm - 4pm Pay and Display around Bingley Arts Centre &</p> <p>Railway Road and Wharfe View Car Parks, Ilkley New on street areas of pay and display</p> <p>Remove initial free parking at car parks</p> <p>Amend and extend charges at some other car parks</p> <p>Parking would continue to be cheaper than neighbouring authorities.</p> | | <p>should not therefore prove a deterrent.</p> <p>It should also be noted there are no proposals to increase the general short or long stay tariffs in place throughout the district.</p> | | | |
| 3E26 | <p>Neighbourhood Services</p> <p>Street Cleaning – Changing Working arrangements for new staff; using technology to improve efficiency.</p> <p>As staff retire or leave the service all new staff will work to a 30 hour week, the</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share</p> | n/a | <p>There was concern raised about people employed in this service with a Learning Disability and worries about unfair treatment during the process.</p> <p>It was also mentioned that any reduction in street cleaning will increase the effects of the heavy</p> | <p>The Council recruits staff in accordance with its legislative requirements under the Equality Act 2010 and Public Sector Equality Duty.</p> <p>There is no impact on current workforce.</p> <p>Use of improved technology (routing systems and self</p> | 3E26 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|---|--|---|--|--------------------|
| | | Published December 2015 | | | | |
| | use of technology to plan routes and more litter bins requiring less frequent emptying will ensure that this is at no detrimental impact to service delivery. | protected characteristics | | rain causing additional workload and financial cost to individuals and to the Council | compacting bins) will mitigate some impact. Staffing numbers would be maintained, but working hours reduced. | |
| 3E27 | <p>Neighbourhood Services</p> <p>Youth Provision</p> <p>The proposal will re-design the Youth Service to deliver cost reductions while promoting the active involvement of communities in delivering a District wide “youth offer”.</p> | Equality assessment indicates that there will be a disproportionate impact on young people. | Consideration to mitigating the impact will be made in developing proposals in the re-design of the service and building capacity and resilience within the voluntary and third sector providers | <p>Concern was expressed that the reduction in support will have an adverse impact on young people who already have limited access to public services.</p> <p>It was suggested that the potential closure of information services will remove one of the last open access provision for young people across the District.</p> <p>It was also suggested that not all young people (especially those from a low income) will have access to digital platforms which means that their ability to access the app will be limited.</p> | <p>It is recognised that there are concerns about reducing support to young people; however the proposal puts forward a new model of operation and access to information services. A large number of open access youth provision exists across the district staffed by youth service practitioners and colleagues in the voluntary and community sector. The Youth App is designed to increase the reach of the existing providers, and, whilst it is recognised that not all young people will have access to digital technology, this will be an increased offer and initial advice, guidance and sign posting to a broader group of young people than are currently being reached. This will support young people into localised services according to their need.</p> <p>It is envisaged that the creation of one post to support information, advice and guidance work would contribute to work alongside this to help and support an increased role for existing open access youth providers (across the Youth Sector) in being better placed to</p> | 3E27 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------|--|---|------------|---|--|--------------------|
| | | Published December 2015 | | | | |
| | | | | | support young people in their own localities with information, advice and guidance. Young People will form part of the development group who will work on the creation of the app. | |
| 3E28 | <p>Customer Services</p> <p>Increase the numbers calls and transactions that are automated</p> <p>The numbers of calls and transactions processed by automated means will be increased reducing the need for staff involvement.</p> | <p>Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics</p> | | <p>There was concern that the EIA didn't reflect the actual impact protected characteristics.</p> <p>It was pointed out that the people who are less likely to be able to use these means are often older people and disabled people.</p> <p>The EIA doesn't provide any evidence that there will be alternate methods of contact for these groups.</p> | <p>Support has been built within the Customer and Citizen strategy for face to face appointments and assisted self serve solutions to support those people that are not able to use self service technology based solutions.</p> | 3E28 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|----------------|---|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| FINANCE | | | | | | |
| 3F1 | <p>Commissioning and Procurement</p> <p>Restructure Commissioning and Procurement</p> <p>The proposal will further reduce management costs and create a new Commercial and Procurement service allowing greater sharing of knowledge and more focussed activity.</p> | n/a | n/a | <p>General comment:</p> <p>It was felt that the Commissioners lack a full understanding of what services are provided in some areas of the voluntary sector, including what works best for communities and what doesn't.</p> <p>It was a concern that smaller voluntary organisations with small revenues will not be able to compete with the larger national voluntary organisations that have a bigger finance capacity. This means that essential support provided by local VCS organisations could be lost to protected characteristics groups could be lost.</p> <p>Question was raised about what steps will the Council commissioners put in place to make the funding process is fair and equitable for all.</p> | <p>The Council's commissioners are subject matter specialists with knowledge of the market and the needs of its communities.</p> <p>The Council is obliged to tender to demonstrate that public funds are being utilised in an open, fair and non-discriminatory and that it is securing best value for money. All suppliers (VCS and non-VCS) must be treated fairly and equally.</p> <p>The procurement process ensures that Council contracts are awarded fairly and the Council gets the best possible deal.</p> <p>Where local knowledge is critical to the delivery of a service, it is up to the Council to ensure that this is properly reflected in its specification and appropriately weighted in the evaluation.</p> | n/a |
| 3F2 | <p>Financial Services</p> <p>Improved efficiency in financial reporting</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|--|--------------------|---|--|--------------------|
| | | Published December 2015 | | | | |
| | Better use of technology, standard processes for financial reporting and more budget holders carrying out routine financial activities will deliver savings. | | | | | |
| 3S1 | <p>IT</p> <p>IT Savings</p> <p>The end of the Council's ICT contract will, by enabling full Council control over IT, deliver significant savings and more effective procurement.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | | | 3S1 |
| 3F3 | <p>Revenues & Benefits</p> <p>Increase the amount charged for issuing a summons to people who do not pay their Council tax or business rates.</p> <p>The charges would only apply to people summonsed after receiving reminders and taking no action. The charges would increase from £40 to £50 for Council tax and £40 to £60 for business rates.</p> | Equality assessment carried out indicates that this proposal is likely to have no or a low impact on everyone, and so there is no disproportionate impact on any group who share protected characteristics | n/a | There was concern that the proposal will have an impact on low income groups. It was suggested that this will potentially increase people's indebtedness and put vulnerable people at risk. | | 3F3 |
| 3F4 | Revenues & Benefits | Equality | Where practicable, | Concerns were expressed | | 3F4 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|--|---|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Reduce Expenditure on Support for Business Rates</p> <p>Remove discretionary rate relief that is provided to a range of not for profit organisations</p> | <p>assessment carried out indicates that this proposal is likely to have a disproportionate impact on most if not all protected characteristics.</p> <p>Organisations that currently benefit from this relief provide support for many of the groups within the defined characteristics.</p> | <p>the Council will work with affected organisations taking action to offset the impact of the loss of rate relief.</p> | <p>about the impact of the proposals to reduce rate relief for voluntary organisations. This will have a major impact on organisations which are providing support to vulnerable and low income groups across the District.</p> <p>It was suggested that the cut will put many not for profit organisations, who deliver community benefit in poor communities but who are not registered charities at severe risk of closure. This will lead to the following:</p> <ul style="list-style-type: none"> • community benefit delivered by these organisations in poor communities would be lost • additional rate revenue would not be released if organisations go out of business. • impact on jobs as organisations close and increase economic inactivity. • lack of volunteering opportunities for those in the district as not for profits fold. | | |
| 3F5 | <p>Revenues & Benefits</p> <p>Reduce Expenditure on</p> | <p>Equality assessment indicates that the reduction in the</p> | <p>The Discretionary Housing Payment policy will continue</p> | <p>There was concern that the funding reduction will have a significant impact on vulnerable</p> | | 3F5 |

| REF | Function and Description | Equality Assessment | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|---|---|---|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>Support for Council Tax & Discretionary Housing Payments</p> <p>The Council provides various exemptions and reductions for Council tax and business rates. This proposal will</p> <ul style="list-style-type: none"> Remove the 1 month exemption the owners of empty buildings enjoy on paying Council tax – they will pay from the day a property becomes empty. Reduce the Council contribution to Discretionary Housing Payments | Discretionary Housing Payment budget is likely to have a disproportionately negative impact on those on low income. | to be targeted at those with greatest needs. | groups (low income) and will increase the risk of them becoming homeless. In the long run the negative impact lead to higher cost for statutory support services and therefore needs to be considered as part of preventive approach to reduce longer term support requirements e.g. homelessness accommodation, mental health related support etc. | | |
| 3F6 | <p>Revenues & Benefits</p> <p>Reduce staffing and overtime in revenues and benefits.</p> <p>Automation, improved productivity and changes to staff roles will allow savings to be made without adverse impact on the performance of services or increase in workloads.</p> | Equality assessment indicates that as service users will be able to access information by digital means, this may have a disproportionate impact on older people, people with disabilities and those on low income. | Face to face and telephony services will still be available to support those who need assistance. By encouraging those who are able to use online services to do so, it will enable resources and assistance to be directed to those who need it. | | | |

| REF | Function and Description | Equality Assessment & | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|------------------------|---|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| CHIEF EXECUTIVE | | | | | | |
| 3X1 | <p>Core Office & Political Group Offices</p> <p>Staffing Reductions – Core Office and Political Offices</p> <p>Through restructure and review of grading for staff in Core and Political Group offices, delete a further post in 2016/17 and other posts in 2017/18 while reducing the cost of the substantive staffing structure.</p> <p>The element of this proposal relating to achieving savings in 2017/18 will form part of a process to restructure the whole of the Chief Executive's Office including Public Affairs and Communications and Policy Programmes and Change.</p> | n/a | n/a | | | n/a |
| 3X2 | <p>Public Affairs & Communications</p> <p>Reduced Staffing Costs – Public Affairs and Communications</p> <p>Savings would be delivered through voluntary reductions in working hours and efficiencies in supplies and services budgets.</p> | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment & | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>There will be significantly reduced capacity and the Council would have a minimum level of service which would adversely affect for example its ability to deal with key service issues like waste management, school performance etc</p> <p>The element of this proposal relating to achieving savings in 2017/18 will form part of a process to restructure the whole of the Chief Executive's Office including Policy Programmes and Change and the Core Office and Political Group Offices.</p> | | | | | |
| 3X3 | <p>Policy Programmes and Change</p> <p>Review of Policy Programmes and Change Savings will be made through:</p> <ul style="list-style-type: none"> • Staffing efficiencies and reductions – including potentially working more closely with other partners • Trading services/income generation. • Reducing demand through increased automation and use of open data | n/a | n/a | | | n/a |

| REF | Function and Description | Equality Assessment & | Mitigation | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | EIA form reference |
|-----|--|-------------------------|------------|--|--|--------------------|
| | | Published December 2015 | | | | |
| | <p>The proposals will reduce resources at a time where Departments may need additional support relating to significant policy developments and transformational change.</p> <p>This saving will form part of a process to restructure the whole of the Chief Executive's Office including Public Affairs and Communications and the Core Office and Political Group Offices.</p> | | | | | |

| | | Equality Assessment & | Mitigation | | | EIA form reference |
|------------------------|--|-------------------------|------------|--|--|--------------------|
| REF | Function and Description | Published December 2015 | | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | |
| HUMAN RESOURCES | | | | | | |
| 3H1 | <p>Human Resources (HR)</p> <p>Restructure HR Department.</p> <p>The proposal will result in a significantly streamlined service and will involve:</p> <ul style="list-style-type: none"> • Reducing spending on workforce development • Staff reductions in workforce development, corporate HR and business support. • Combining specialist teams Reducing member Development. • Removing vacant posts | n/a | n/a | | | n/a |

| | | Equality Assessment & | Mitigation | | | EIA form reference |
|----------------------------------|---|-------------------------|------------|--|--|--------------------|
| REF | Function and Description | Published December 2015 | | Consultation feedback on Equality Issues | Service Response to Consultation Feedback on Equality Issues | |
| LEGAL DEMOCRATIC SERVICES | | | | | | |
| 3L1 | <p>Legal Services</p> <p>Staffing Reductions – Legal and democratic Services.</p> <p>Staff reductions would mean some types of legal service/representation work from Legal Services no longer being available and/or severely limited.</p> <p>There may be opportunities to share services with other authorities. There will be implications for Council Departments seeking support from Legal Services</p> | n/a | | | | n/a |

Second Addendum to the Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of the Executive to be held on 23rd February 2016.

AV

Subject:

Engagement and Consultation Programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget - report addendum

1. Summary

- 1.1 The report of the Interim Assistant Director, Policy, Programme and Change was published on 1st February 2016 and presented to the Executive at their meeting on 9th February 2016. The report included information from the public engagement and consultation programme in relation to the budget proposals for the 2016-17 and 17-18 budget. The report gave details of information as follows:
 - the public consultation and engagement sessions to the end of 31st January 2016,
 - the written sessions both postal and via the website to the end of 31st January 2016
 - the responses from Council Officers until the end of 31st January 2016.
- 1.2 The public consultation and engagement programme continues until 25th February 2016 meaning that there is an ongoing requirement to provide both the information gathered and the Council Officers' responses. The first addendum to the report was presented to the Executive on 9th February 2016 and published on 9th February 2016. The first addendum provided an update on feedback received through the budget consultation programme from 1st February 2016 to 4th February 2016:
- 1.3 This is the second addendum to the report presented on 9th February 2016 and contains an update on feedback received through the budget consultation programme from 5th February 2016 to 12th February 2016.
- 1.4 The public consultation and engagement programme continues until Full Council on 25th February 2016. Further details of the public consultation and engagement programme will be published and presented to the full Council meeting scheduled for 25th February 2016.

2. Participation

- 2.1 There have been no further dedicated consultation sessions with community of interest groups since the first addendum was published.
- 2.2 There were 209 additional written responses between 5th February 2016 and 12th February 2016 including both postal responses and via the website. This takes the total from 604 on 4th February 2016 to 813 on 12th February 2016. The total 813 submissions have raised 1,106 concerns against budget lines. Of these 488 were received through the online survey, 314 were received via post, which includes 21 individual organisational representations and 11 via email.
- 2.3 The additional written responses have included submissions from voluntary organisations, Bradford Safeguarding Adults Board and Bradford City and Bradford Districts Clinical Commissioning Groups (CCG).
- 2.4 The written responses relating to the proposals have been reported back to the departments. The Strategic Director (SD) or other appropriate Chief Officer (CO) has responsibility for ensuring that the proposals for their department or service area are reviewed and that the proposals, along with the relevant Equality Impact Assessment (EIA) are updated as appropriate. A revised version of the EIAs, version 4, will be published on 16th February 2016 in advance of the Executive meeting on 23rd February 2016 as Elected Members need to have regard to all the information contained in them when considering their recommendations to Council on the budget for 2016-17 and the budget savings proposals for 17-18
- 2.5 Appendix 1 provides the list of the version 4 EIAs that have been published and can be accessed on the Council's website at http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

3 Additional Consultation Feedback Received

- 3.1 An additional 209 written responses were received between 5th and 12th February 2016. This is shown in Appendix two where Figure 1 details the total written responses received both through the web and post since the consultation began on 1st December 2015 until 12th February 2016. The graph is colour coded to service area and/or department. As can be seen from the graph, the highest number of responses received continues to be for the proposal 3E18 - Library service, which refers to proposals to Increase the Numbers of Libraries Managed by Local Communities.
- 3.2 There has been an increase in concerns raised in respect of proposal 3E27: Youth Provision. The objections continue to focus on the loss of critical face to face support service. It has been suggested that some young people may find it difficult to access support services. It has also been suggested that this could have an adverse impact on vulnerable young people leading to safeguarding issues, homelessness and criminality.
- 3.3 From 4th to 12th February 2016 there has been an increase in the number of written responses to proposal 3F4 Reduce Expenditure on Support for Business Rates objecting to the proposed withdrawal of rate relief for voluntary and community sector organisations. The objections remain focussed on the financial viability of these organisations and the potential risk that the proposal will lead to a large numbers of such

organisations closing down leading to a loss of vital support services. For example, sport clubs have highlighted the work they are doing to work with young people to promote integration and healthy lifestyles.

- 3.4 Bradford City and Bradford Districts Clinical Commissioning Groups have submitted a detailed response highlighting their concerns for proposals included within the Adult and Community and Children's Services budget proposals. The feedback has focussed on the potential implications to the health and wellbeing of vulnerable groups who are currently receiving services delivered or commissioned by Council departments.

They have suggested that the proposals could lead to a deterioration in the health of these vulnerable groups either by reducing the level of service, changing approach to access or through increasing contributions (e.g. those suffering from mental health, older people, vulnerable young people etc). It is suggested that this may lead to service users seeking other more expensive sources of help and intervention

- 3.5 Bradford Safeguarding Adults Board (SAB) submission has focussed on budget proposals which they believe could have an adverse impact on the District's capacity to safeguard adults. Their feedback has focused on; highlighting risks of electronic monitoring, a request that assessments also focus on safeguarding concerns, the continued availability and funding of advocacy services, the potential impact of reduction in staffing numbers which the Board considers could lead to a reduction in the quality of assessment and the support provided to vulnerable people and the impact of the reduction in day care services.

- 3.6 Feedback from a specific consultation held in relation to 3E2 – introduce charges for green waste collection has shown that of the respondents who were currently receiving the service and who provided feedback, 64.8% of those respondents were not prepared to pay for the service, while 23.7% were willing to pay for the service. Of the 242 respondents willing to pay for the service; 75% are willing to pay £30, 10% £35, 8% £40, 5% £45 and 2% declined to answer.

A concern has been raised regarding a possible increase in fly-tipping and the use of residual waste bins for Garden Waste if the service becomes chargeable. It was also suggested that there would be a significant increase in the amount of garden waste being taken to Household Waste Sites if garden waste collection became a chargeable service.

- 3.7 Young people have been active participants in the Council consultations in relation to budget savings proposals. These were facilitated by the Youth Service staff and included young people attending youth service run and voluntary sector partner run sessions. At a district level, feedback from these sessions focused on the following key areas:

- 3C10 Youth Offending Team – Proposal to Stop Delivering Pre-Court Crime Prevention Work. There was a suggestion that this service should not be reduced and that further funding was needed to support this work. There was concern expressed that cutting prevention work could increase costs by the need to provide higher level, higher cost services in the future.
- 3E23 Safer Communities – Proposal to Remove Council funding for Police Community Support Officers (PCSOs). There is concern that reducing the number of PCSO's could result in more crime and feelings that the streets were less safe leading to a negative impact on older people. There was recognition that there needs to be enabling work done to increase Community Crime Watch initiatives to foster community spirit and community views on neighbourhood safety.

- 3E27 Youth Service – Proposal to Redesign the Youth Service to reduce costs. Participants expressed concerns that the reduction in provision and change in access to support could lead to an increase in vulnerability. Feedback highlighted the relationship between young people and youth workers and concern was raised that the face to face interaction is not something that could be replicated through digital platforms. Young people did feel they could play more active roles in supporting youth provision, with examples including volunteering to run provision and fundraising to support running costs. Some felt they needed some “professional” help to do this successfully. There was also a suggestion that schools and businesses could be asked to do more to help fund and sponsor work with young people.

3.8 Bradford and District Older People’s Alliance (BOPA) organised a series of consultation sessions to capture feedback from Older People on the budget proposals. The feedback from these sessions has focused on the following issues:

- Accessibility: Connect to Support or staff in the Access Point may not have a full understanding of the needs of Older People, especially if they are from black and minority ethnic groups. There was also concern that the use of digital technology (e.g. computers, tablets, video phones, face time etc) will exclude some older people who are not IT literate or those groups where English is not their first language.
- There was concern that some community centres will be affected by multiple budget savings proposals which it was felt could have an impact on their ability to provide specialist support services for older people in the community.
- There was concern that the Adult and Community Service savings proposals would leave vulnerable older people isolated and lonely which it was felt could lead to an adverse impact on their health and safeguarding issues.
- It was also suggested that proposals to switch off street lighting in the early hours of the night will leave some older people vulnerable to crime and burglary.

3.9 The Council undertook a detailed consultation for the budget proposal in relation to the Library service (3E18). Over the last few weeks, 5 drop-in sessions followed by 5 public meetings in the 5 constituencies have taken place. In addition to this, specific meetings took place with Burley Parish Council, Appleton Academy, Baildon Town Council, Baildon Ward Councillors and Tong Ward Councillors. Specific feedback sheets for the libraries budget proposals were distributed at each meeting and were also made available at the libraries. To date 139 responses have been received as part of this specific consultation on this proposal.

Feedback from the consultation process has focused on the capacity of people to volunteer in some communities, the potential risk of removing a community hub leading to isolation, the condition of buildings and what would happen to the buildings if they were closed down. Other concerns were raised about data protection issues and how accountable volunteers would be should information security be breached, the impact of potential closures on educational attainment levels across the District and the accessibility of core libraries if the local libraries are closed down.

Suggestions were also made on how the libraries could be operated differently, which included; exploring a ‘hybrid’ model of a mixture of paid staff and volunteers, generating income to achieve savings and should the community manage the library, could they use the library space for other things to generate income.

- 3.10 Four additional petitions have been received which are in relation to the following:
- Two objecting (One paper and one e-petition) to the potential closure of Wibsey Library (3E18).
 - One objecting to the Youth Service proposals (3E27).
 - One objecting to the proposed cuts to Community Development Workers (3E24) and Review and De-Commission Financial and Welfare Advice Services (3A4) budget saving proposals. The concern is that these proposals could lead to the closure of the Rockwell Centre and related groups and services.
- 3.11 In summary it is necessary to ensure that the Executive have comprehensive information when considering the recommendations to make to Council on the budget for 2016 -17 and the budget savings proposals for 17-18. It is a legal requirement that Elected Members have regard to all the relevant information and accordingly Elected Members are referred to all the information in this addendum and in the equality impact assessments with updated equality evidence and the relevant Council department responses. The equality impact assessments can be found at:
http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17_4

4 Appendices

Appendix One: Table of Equality Impact Assessment – Version 4

Appendix Two: Budget proposals for 2016-17 and 17-18 - Details of the information gathered from the total written response both through the web and post since the consultation began until the 12th February 2016.

Appendix One: Table of Equality Impact Assessment – Version 4

| REF | Function and Description | EIA form reference |
|---------------------------------------|---|--------------------|
| ADULT & COMMUNITY SERVICES | | |
| 3A1 | <p>Integration and Transition</p> <p>Changes to the Contributions Policy for Adult Social Care</p> <p>People who are able to reasonably afford it will pay more towards the cost of their non-residential care. Bradford’s current policy is generous compared to other authorities and treats people with more income more favourably. No service user would pay more than they can reasonably be expected to afford.</p> <p>A significant number of service users out of a total of 3,500 would see an increase of between 2p and £116 per week. People with higher levels of income or savings would be most affected.</p> | 3A1 |
| 3A2 | <p>Operational Services</p> <p>Changes to Home Care Services</p> <p>Savings will be made by changing the way in which home care services are monitored and delivered and by fully implementing existing policy relating to care plans for people recovering from hospitalisation and accidents:</p> <p>Electronic Monitoring – using technology to monitor and agree care provided by contractors will enable the Council to save money by paying for care that is actually delivered, rather than simply planned in advance and providing it with more control over changes to individual care packages and the length of time those changes stay in place.</p> <p>Reducing staff costs by Providing More Equipment in the Home, Sometimes people’s care needs can mean that they need more than one person to provide their care.</p> <p>Investing in equipment such as hoists can reduce the need for more than one carer and cut costs. The proposal includes accessing funding through the Health Service Capital Equipment Fund.</p> <p>Changes to Welfare Visits Some people receive 15 minute home calls to check on their welfare. The proposed changes mean that instead of someone calling at their home the checks would be done over the phone.</p> | 3A2 |
| 3A3 | <p>Integration and Transition</p> <p>Changes to Supported Living for People With Learning Disabilities: Using Technology to Promote Independence and Reduce Contact Time With Staff.</p> <p>Supported living covers different services that help people with learning disabilities to be enabled to live as independently as possible. The</p> | 3A3 |

| REF | Function and Description | EIA form reference |
|------|--|--------------------|
| | Council currently spends over £7.9m on these services and the proposal would save money by requiring contractors to reduce costs by using new technology to promote greater independence and reduce the need for one to one contact with staff. Some people will see their hours of contact time reduce but all individual needs will be reviewed. | |
| 3A4 | <p>Integration and Transition</p> <p>Review and De-Commission Financial and Welfare Advice Services</p> <p>The review will be undertaken in conjunction with the Council's Public Health Department which also commissions advice services. The proposal would reduce the overall funding available to providers of advice, reduce face to face contact by providing digital alternatives, eliminate the least effective advice sessions and target provision where there is greatest need.</p> | 3A4 |
| 3A6 | <p>Operational Services</p> <p>Changes to Learning Disability Day Care Services and Procurement</p> <p>The budget for Learning Disability Services is £8.8m including a £7m contract that is due to be re- tendered in 2016-17 providing the opportunity to deliver savings.</p> <p>The overall numbers of hours and days of day care provided will reduce and this will affect some individuals and families directly. Everyone will have their needs reviewed before any changes are made to individual arrangements.</p> | 3A6 |
| 3A7 | <p>Integration and Transition</p> <p>Changes to Housing Related Support : De-commission and Re-configure Services</p> <p>The Council commissions services to provide housing related support to a range of people including homeless people, ex offenders, people with mental health issues etc.</p> <p>The Council is not required to provide these services by law however a £4m saving has already been agreed for this area in 2016-17. The proposal would reduce that by a further £1m – the overall budget would reduce by 50% compared to today. Existing services will be changed to make sure that people in the greatest need are given priority. There is currently no assessment process.</p> | 3A7 |
| 3A10 | <p>Operational Services</p> <p>Changes to Contracts for Residential and Nursing Care for People With Learning Disabilities to Promote Independence and the Use of Technology</p> <p>New contracts will enable the re-negotiation of high cost placements with service providers and require them to maximise the use of technology and telemedicine to support people with learning disabilities in the community which will reduce the numbers of care hours including nursing care required. The development of additional extra care housing will also reduce reliance on residential and nursing placements</p> | 3A10 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| 3A11 | <p>Operational Services</p> <p>Reduce the Number of Long Term Placements of Older People in the Independent Sector</p> <p>Although the Council will work to reduce the numbers of older people needing long term residential or nursing care some will still require that level of care. The Council proposes to reduce costs by changing spare beds in Council homes into long term beds reducing the numbers that we need to purchase from the independent sector</p> | 3A11 |
| 3A12 | <p>Operational Services</p> <p>Mental Health – Review of charging arrangements for people with Mental Health issues</p> <p>Some people with Mental Health needs don't contribute financially towards their social care because of their status under the Mental Health Act. The proposal will review their status and anticipates more income from people with Mental Health needs through payments towards their care and as a consequence bring them into line with other clients for example older people and people with disabilities.</p> | 3A12 |
| 3A13 | <p>Operational Services</p> <p>Reduce Long Term Placements of Older People into Nursing and Residential Care</p> <p>By supporting more people to live in their own homes or in extra care supported housing, the Council can reduce what it spends on long term residential and nursing care. The Council will achieve reductions in the numbers of older people needing long term residential and nursing care by using technology to help them stay independent and working closely with health services to plan and deliver services</p> | 3A13 |

| REF | Function and Description | EIA form reference |
|----------------------------|---|--------------------|
| CHILDREN'S SERVICES | | |
| 3C2 | <p>Special Education Needs (SEN) Services</p> <p>Re-commission the SEND Teaching Services.</p> <p>Development of SEND Centres of Excellence based in schools. Dedicated Schools Grant funded so no revenue saving. Has been added due to S188 and Corporate Services Recharges</p> | 3C2 |
| 3C5 | <p>Bradford Achievement Service</p> <p>Move Delivery of School Improvement to Schools</p> <p>The District is moving to a "School led" approach to driving school improvement. As a result the Council will no longer perform some of the functions it does now and this will mean that there will be a decrease in the number of Council teams required. Funding for School improvement will continue to be made available directly to schools via the Dedicated School Grant.</p> | 3C5 |
| 3C6 | <p>Employment and Skills</p> <p>Reviewing Work with Young People Who are Not in Employment Education or Training</p> <p>The proposal is made up of different elements:</p> <ul style="list-style-type: none"> - Connexions. Connexions supports young people on a range of issues including accessing education, training, skills and employment choices. The proposal will reduce the Connexions contract by £450,000 (30%) reducing the Councils capacity to support this work and increasing the risk of growing numbers of young people Not in Education, Employment or Training - De-commissioning the Employment and Skills element of the Community Fund to save £250,000. This will impact on a number of Voluntary Sector providers and will further reduce the delivery of employment and skills opportunities in the District. - Service re-structure - A review of the service structure to save £26,000 | 3C6 |
| 3C7 | <p>Specialist Services and Children's Centres</p> <p>Looked After Children - bring children cared for outside of Bradford back into the District.</p> <p>Having more of our children with complex needs living locally will reduce costs associated with the provision of care outside the District which is generally more expensive. This will be achieved by strengthening our local provision and the movement of young people from residential care to highly skilled foster care.</p> | 3C7 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| 3C8 | <p>Specialist Services and Children's Centres</p> <p>Looked After Children - Reduce the Numbers of Looked After Children by 75 Over 2 Years.</p> <p>The numbers of children in Council care will be reduced by improving its Early Help offer to children and families and the fostering and residential care we provide for children once they need to be looked after by the Local Authority. Earlier and more effective action to address issues affecting families and children along with the use of "Signs of Safety", an approach designed to reduce risks by working in partnership with families, is expected to reduce the numbers of children in care by 75 over two years.</p> | 3C8 |
| 3C10 | <p>Youth Offending Team</p> <p>Stop Delivering Pre- Court Crime Prevention Work</p> <p>"Community Resolutions" helps to divert young people from the criminal justice system by directly communicating with and making amends to people they have subjected to low level crime. There is no statutory duty for the Council to provide this service and the proposal is to end its delivery.</p> | 3C10 |

| REF | Function and Description | EIA form reference |
|---------------------------------|--|--------------------|
| REGENERATION AND CULTURE | | |
| 3R2 | <p>Economic Development</p> <p>Replace City Park Maintenance Fund with a Reserve</p> <p>Maintenance works for City Park are currently funded from the Council's ongoing revenue budget. The proposals will replace this funding with a reserve of over £500k which would be sufficient to cover the life time replacement costs for major works.</p> | 3R2 |
| 3R3 | <p>Economic Development</p> <p>Replace Budget for the City Centre Growth Zone Rates Rebate Team with a Reserve</p> <p>The costs of managing contracts for business rate rebates in the City Centre Growth Zone are currently paid for from the Council's ongoing revenue budget. This proposal would replace that funding by using money set aside to fund the Growth Zone's Rates Rebate programme for the duration of the programme to March 2020. The proposal would reduce the money available to support City Centre businesses but because of various other business rates initiatives fewer businesses will qualify to receive a rates rebate than was originally anticipated so the impact will be minimised.</p> | 3R3 |
| 3R4 | <p>Economic Development</p> <p>Reduce European Strategic Investment Fund (ESIF) and Replace with a Reserve</p> <p>The ESIF is used to provide match funding for bids for funds from the European Union, this match funding typically helps to secure an additional 50% from the EU. Reducing the fund will reduce the capacity to respond to Leeds City Region requests to deliver EU funded programmes. Leeds City Region is currently calling for an EU funded enterprise support programme under the proposal. This and other similar calls would be funded through reserves.</p> | 3R4 |
| 3R5 | <p>Climate, Housing and Property</p> <p>Continue to reduce the Council's Administrative Estate</p> <p>The Council will continue to reduce the number of buildings it operates from in the City Centre, closing Jacobs Well and moving staff to Britannia House. Some capital investment will be required to deliver the proposal</p> | 3R5 |
| 3R6 | <p>Climate, Housing and Property</p> <p>Remove or Reduce Rental Subsidies Provided to Tenants of "Community Facilities"</p> <p>Tenants of "community facilities" e.g. sports and recreational facilities are granted rental subsidies from the Council based on their ability to pay. The total value of subsidies is £300,000. The proposal would either remove all subsidies or revise the policy to reduce the overall level</p> | 3R6 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| | of subsidy by assessing the tenant's contribution to District wide priorities, their management of the property and the extent to which facilities are made available to the wider community. | |
| 3R8 | <p>Climate, Housing and Property</p> <p>Reduce Building Maintenance Budgets</p> <p>The maintenance budget has already reduced by £700,000 in the last four years and the proposal would make a further £1m reduction which would affect the ability to carry out programmes of planned maintenance work.</p> | 3R8 |
| 3R10 | <p>Climate, Housing and Property</p> <p>Increase Trading Surplus in Catering Services by Ceasing Loss Making Operations</p> <p>The proposal would review and change services at loss making venues which include sports centres, swimming pools and City Hall</p> | 3R10 |
| 3R12 | <p>Climate, Housing and Property</p> <p>Property Programme – Continue to Rationalise the Council Estate</p> <p>The continuation of the Property Programme will continue to deliver savings including the closure of Future House, reductions in managed print spend and savings on cleaning and utilities bills.</p> | 3R12 |
| 3R13 | <p>Planning Transportation & Highways</p> <p>CCTV Services</p> <p>The proposal would seek to generate income through exploring the commercial opportunities for example services to education, other authorities and the private sector.</p> | 3R13 |
| 3R14 | <p>Planning Transportation & Highways</p> <p>Street Lighting – Partial Night Switch Off</p> <p>Switching selected street lights off between midnight and 5am will reduce energy costs. Other authorities have adopted this approach. Determining the specific areas subject to the proposals will need surveying, research and consultation to be undertaken. There would be no switch off proposed in areas where;</p> <ul style="list-style-type: none"> • There is a record of traffic collisions during switch off times • There is high crime during switch off times • There are Roundabouts, complex junctions etc | 3R14 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| | <ul style="list-style-type: none"> • There is CCTV coverage • There are pedestrian crossings • There is 24 hour use e.g. Hospitals • There is sheltered accommodation and housing for vulnerable people <p>Some initial investment would be required to make the technical changes necessary to deliver ongoing savings. Public consultation may also be required in some area Additional switch offs could potentially reduce costs by another 20%.</p> | |
| 3R15 | <p>Planning Transportation & Highways</p> <p>Reduce Winter Gritting Routes</p> <p>The Council currently affords priority status for gritting to 62% of the local road network - 712 miles. The proposals would reduce this to 42% by 2017-18 with just the main arterial routes and spinal link roads being afforded priority status</p> | 3R15 |
| 3R17 | <p>Planning Transportation & Highways</p> <p>New Charges for Permits for Car Parking, Skips and Scaffolding; Charges for Dropped kerb applications and events on the highway co- ordination</p> <p>The proposal introduces new charges for residents car parking permits and for skips and scaffolding on the highways.</p> <p>Applications for dropped kerbs will incur a charge as will staff time involved in co- ordinating events and parades. Licence fees will be introduced for cranes and cherry pickers.</p> | 3R17 |

| REF | Function and Description | EIA form reference |
|------------------------------|--|--------------------|
| ENVIRONMENT AND SPORT | | |
| 3E1 | <p>Waste Minimisation</p> <p>Support and Encourage Recycling; Provide One General Waste Bin and End the Collection of Side Waste</p> <p>The Council has agreed a Domestic Waste and Recycling Policy that will increase recycling and reduce domestic waste and its associated disposal costs. The current and ongoing costs of disposal of domestic waste are not affordable.</p> <p>Education, information and raising awareness will support increased recycling and a scheme providing community incentives to recycle will be introduced in places where households have little space for separate recycling bins.</p> <p>The Council will work with householders to eliminate the need to leave out side waste & will only collect one general waste bin from each household; households above a certain size can apply for a larger bin.</p> | 3E1 |
| 3E2 | <p>Introduce Charges for Green Waste Collection</p> <p>The Council currently subsidises the collection of green waste in some parts of the District, mainly serving households with larger gardens through its brown bin system. The proposals will introduce a charge of £40 per household for collection of green waste for which householders will receive a specified number of collections a year in turn. Charging for green waste collection is increasingly common among local authorities and will remove the unfairness of the free service only being offered to households in certain parts of the District.</p> | 3E2 |
| 3E3 | <p>Trade Waste</p> <p>Revise charging and payment and improve efficiency</p> <p>Increasing trade waste charges will generate additional income while a move to cashless payment systems will improve efficiency and reduce costs to the Council. "Pay as you go" arrangements will eliminate building up bad debt and other operational efficiencies will contribute to the overall savings.</p> | 3E3 |
| 3E4 | <p>Alternate week Waste Collections</p> <p>The proposal will mean alternate weekly collections of household waste and recycling.</p> <p>The current and ongoing costs of disposal of domestic waste are not affordable. The proposal will reduce the total number of collections per year for each household but maintain weekly visits.</p> | 3E4 |
| 3E6 | Sport - School Swimming | 3E6 |

| REF | Function and Description | EIA form reference |
|------|--|--------------------|
| | <p>Increase Charges for School Swimming by £5 per Pupil</p> <p>The increased charges for Key Stage 2 School Swimming lessons will bring the Council into line with other providers of KS2 school swimming. Over 135 schools across the District currently buy our KS2 swimming.</p> | |
| 3E7 | <p>Sport – Sports Centres</p> <p>Withdraw from Nab Wood Sports Centre</p> <p>A new school is due to be built at Nab Wood and the proposal is to withdraw Council provision from the sports centre in advance of the building work rather than awaiting its commencement.</p> | 3E7 |
| 3E8 | <p>Sport – Sports Centres</p> <p>New agreement with Pulse fitness at Thornton Recreation Centre</p> <p>The Council has an agreement with Pulse Fitness to share income from Thornton Recreation Centre. This ends in January 2016 providing the opportunity to increase the Council's income through a new agreement.</p> | 3E8 |
| 3E9 | <p>Sport – Sports Centres</p> <p>Sports Facilities – New Online Booking and Membership System</p> <p>A new online booking system is being installed in sports facilities which will reduce the need for reception staff cover in certain facilities.</p> | 3E9 |
| 3E10 | <p>Sport – Sports Centres</p> <p>Sports Development - additional income from holiday courses and year round</p> <p>The Sports Development Service will adopt an increasingly commercial approach to delivering courses and activities like multi-sports camps, dance camps, aquatics courses and outdoor programmes. Fees and charges will be brought further into line with market prices.</p> | 3E10 |
| 3E12 | <p>Parks – Events</p> <p>Removing subsidised Support for Bingley Music Live and Sports and Parks Events</p> <p>The proposal would lead to a loss of experience and capacity however there is the potential for Bingley Music Live to move to a private operator and for parks and sports events to be run by local communities or other alternative approaches.</p> | 3E12 |
| 3E13 | <p>Parks</p> <p>Transfer ownership of playing pitches and facilities to sports clubs, Parish Councils and community organisations.</p> <p>Some sports pitch management and maintenance including changing facilities would transfer to clubs, parishes and community groups to</p> | 3E13 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| | operate as community assets. This may require the consolidation of multiple clubs onto to a single site to reduce the current dependency on pitches used only by one team and to provide more cost effective opportunities for club or community management. Club or community management will increase the potential for access to sponsorship, fund raising activity and grant funding. | |
| 3E14 | <p>Parks</p> <p>Parking Charges at Some Parks and Woodlands</p> <p>Parking charges will be introduced at specific parks and woodlands e.g. St Ives, Lister Park, Ilkley Lido, Cliffe Castle</p> | 3E14 |
| 3E15 | <p>Parks</p> <p>Find external funding for Christmas Trees or cease provision</p> <p>The Council currently buys, installs and removes 9 Christmas trees at city and town centres and key facilities. The proposal is to identify alternative funding for these activities through sponsorship.</p> | 3E15 |
| 3E16 | <p>Bereavement</p> <p>Increase Bereavement Services charges above inflation.</p> <p>The increases will bring the Council's charges broadly into line with other West Yorkshire authorities in particular Bradford Council's charges for graves are relatively low. The proposed increase would be an average of 5% above inflation in each of the next two years.</p> | 3E16 |
| 3E17 | <p>Culture - Libraries</p> <p>Libraries - Operational Efficiencies Including Review of Opening Hours and Reductions to the Materials Fund</p> <p>The proposal would reduce the materials fund and spending on casual staff resulting in reductions in resources for library materials across the District and risks of temporary library closures due to a lack of casual staff cover.</p> | 3E17 |
| 3E18 | <p>Culture - Libraries</p> <p>Libraries - Increase the Numbers of Libraries Managed by Local Communities</p> <p>A number of branch libraries are already being successfully run by local community groups and volunteers. This proposal would seek to extend community management across the rest of the library network, with the exception of Bradford Central Library, Shipley, Keighley, Bingley, Ilkley, Eccleshill and Manningham which would remain under direct Council management</p> <p>If a community managed solution cannot be found then the Council would look to close them.</p> | 3E18 |

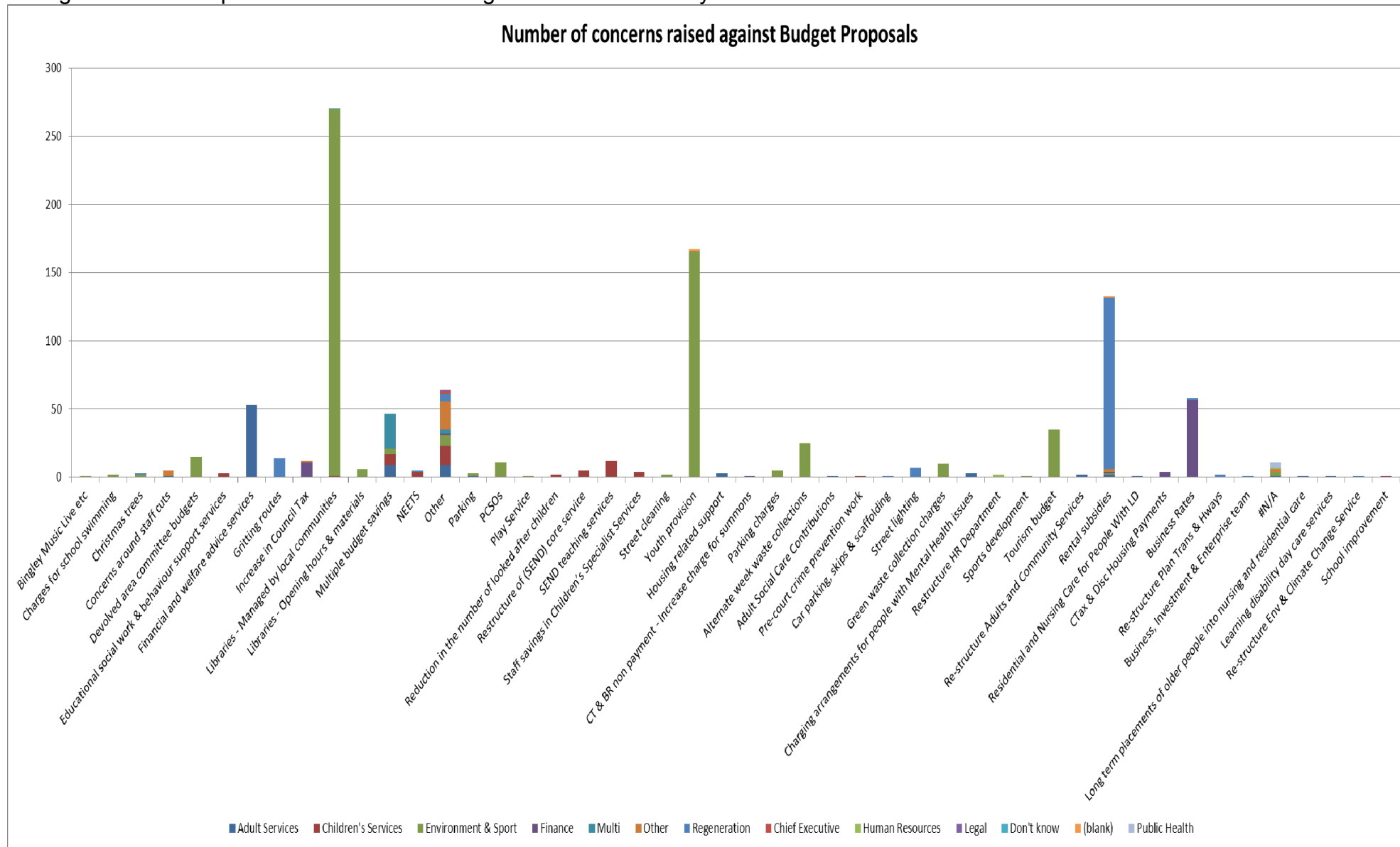
| REF | Function and Description | EIA form reference |
|------|--|--------------------|
| 3E20 | <p>Culture - Theatres</p> <p>Theatres - Reduce Box Office staffing; Increase Income in Community Halls; Review Contemporary Dance Programme and Increase Income</p> <p>Increasing the transactions that are carried out online will reduce the numbers of telephone staff required. Contemporary Dance events will be significantly reduced. Investment may be needed to drive income generation.</p> | 3E20 |
| 3E21 | <p>Culture - Markets</p> <p>Markets - Operational Review</p> <p>To undertake an operational review of markets introducing operational efficiencies. Plus introduce a small business initiative scheme.</p> | 3E21 |
| 3E22 | <p>Culture - Tourism</p> <p>Review of Tourism Budget</p> <p>Over £120,000 of the current budget for tourism is short-term transitional funding to underpin services while a review of its future configuration is carried out. The review will have to deliver savings equivalent to that funding and this proposal requires an extra £69,000 to be saved.</p> <p>Savings can be made in 2016-17 by reducing opening hours or closing Visitor Information Centres. Balancing the budget beyond 2016-17 would require the closure of more or all Visitor Information Centres. The impact of any potential closures could be reduced through the development of online and digital alternatives.</p> | 3E22 |
| 3E23 | <p>Safer & Stronger Communities</p> <p>Remove Council Funding for Police Community Support Officers</p> <p>The Council will remove its financial contribution to Police Community Support Officers (PCSO's) over two years and work with West Yorkshire Police to develop a new approach to neighbourhood policing within the context of reduced funding. The Council currently part funds 120 PCSO's who are employed by the Police and provide a visible uniformed presence. To reduce the negative impact of this proposal the Council and Police will work together to promote and increase the numbers of Special Constables and to move to multi-disciplinary local neighbourhood teams that work together and focus on preventing harm to vulnerable people. The Council would retain its Wardens Service.</p> | 3E23 |
| 3E24 | <p>Safer & Stronger Communities</p> <p>Community Development - Reduce Devolved Area Committee Budgets</p> <p>Several organisations in different parts of the District are commissioned by the Council to deliver community development. The proposal would</p> | 3E24 |

| REF | Function and Description | EIA form reference |
|------|---|--------------------|
| | mean that funding would reduce by a significant amount after current arrangements end. | |
| 3E25 | <p>Neighbourhood Services</p> <p>Parking – Introduce New and Increased Charges</p> <p>Proposals include changes in Bradford City Centre as follows:</p> <p>Off street evening charges – introduce £1.00 charge. Off street Sunday charges – flat rate of £1.00</p> <p>On Street daily charges – extend from 8am to 6pm (currently 10am to 4.30pm)</p> <p>On street Sunday charges – extend pay and display on- street to cover Sundays.</p> <p>Other proposals:</p> <p>Implement already agreed tariffs</p> <p>Remove free parking at Westgate 2pm - 4pm</p> <p>Pay and Display around Bingley Arts Centre & Railway Road and Wharfe View Car Parks, Ilkley</p> <p>New on street areas of pay and display</p> <p>Remove initial free parking at car parks</p> <p>Amend and extend charges at some other car parks</p> <p>Parking would continue to be cheaper than neighbouring authorities.</p> | 3E25 |
| 3E26 | <p>Neighbourhood Services</p> <p>Street Cleaning – Changing Working arrangements for new staff; using technology to improve efficiency.</p> <p>As staff retire or leave the service all new staff will work to a 30 hour week, the use of technology to plan routes and more litter bins requiring less frequent emptying will ensure that this is at no detrimental impact to service delivery.</p> | 3E26 |
| 3E27 | <p>Neighbourhood Services</p> <p>Youth Provision</p> <p>The proposal will re-design the Youth Service to deliver cost reductions while promoting the active involvement of communities in delivering a District wide “youth offer”.</p> | 3E27 |

| REF | Function and Description | EIA form reference |
|------|--|--------------------|
| 3E28 | <p>Customer Services</p> <p>Increase the numbers calls and transactions that are automated</p> <p>The numbers of calls and transactions processed by automated means will be increased reducing the need for staff involvement.</p> | 3E28 |

| REF | Function and Description | EIA form reference |
|----------------|--|--------------------|
| FINANCE | | |
| 3S1 | IT IT Savings The end of the Council's ICT contract will, by enabling full Council control over IT, deliver significant savings and more effective procurement. | 3S1 |
| 3F3 | Revenues & Benefits Increase the amount charged for issuing a summons to people who do not pay their Council tax or business rates. The charges would only apply to people summonsed after receiving reminders and taking no action. The charges would increase from £40 to £50 for Council tax and £40 to £60 for business rates. | 3F3 |
| 3F4 | Revenues & Benefits Reduce Expenditure on Support for Business Rates Remove discretionary rate relief that is provided to a range of not for profit organisations | 3F4 |
| 3F5 | Revenues & Benefits Reduce Expenditure on Support for Council Tax & Discretionary Housing Payments The Council provides various exemptions and reductions for Council tax and business rates. This proposal will <ul style="list-style-type: none"> • Remove the 1 month exemption the owners of empty buildings enjoy on paying Council tax – they will pay from the day a property becomes empty. • Reduce the Council contribution to Discretionary Housing Payments | 3F5 |
| 3F6 | Revenues & Benefits Reduce staffing and overtime in revenues and benefits. Automation, improved productivity and changes to staff roles will allow savings to be made without adverse impact on the performance of services or increase in workloads. | 3F6 |

Appendix Two: Budget proposals for 2016-17 and 2017-18– Details of the information gathered from the total written response both through the web and post since consultation began until 12th February 2016



Third Addendum to the Report of the Interim Assistant Director, Policy, Programmes and Change to the meeting of the Executive to be held on 23rd February 2016.

Appendix 4 to Document "Q"

Subject:

Engagement and Consultation Programme in relation to the budget proposals for the 2016-17 and 17-18 Council budget - report addendum

1. Summary

- 1.1 The report of the Interim Assistant Director, Policy, Programme and Change was published on 1st February 2016 and presented to the Executive at their meeting on 9th February 2016. The report included information from the public engagement and consultation programme in relation to the budget proposals for the 2016-17 and 17-18 budget. The report gave details of information as follows:
 - the public consultation and engagement sessions to the end of 31st January 2016,
 - the written sessions both postal and via the website to the end of 31st January 2016
 - the responses from Council Officers until the end of 31st January 2016.
- 1.2 The public consultation and engagement programme continues until 25th February 2016 meaning that there is an ongoing requirement to provide both the information gathered and the Council Officers' responses. The first addendum to the report was presented to the Executive on 9th February 2016 and published on 9th February 2016. The first addendum provided an update on feedback received through the budget consultation programme from 1st February 2016 to 4th February 2016.
- 1.3 The second addendum to the report presented on 9th February 2016 was published on 15th February 2016 for consideration at the Executive on 23rd February 2016 and contains an update on feedback received through the budget consultation programme from 5th February 2016 to 12th February 2016.
- 1.4 This third addendum provides an update on feedback received through the budget consultation programme from 13th February 2016 to 22nd February 2016.
- 1.5 The public consultation and engagement programme continues until full Council on 25th February 2016. Further details of the public consultation and engagement programme will be presented to the full Council meeting scheduled for 25th February 2016. Any additional feedback received from 23rd February 2016 will be provided to the full Council meeting on 25th February 2016.

2. Participation

- 2.1 There have been no further dedicated consultation sessions with community of interest groups since the second addendum was published.
- 2.2 There was however a significant increase in the overall number of written responses received between 13th February and 22nd February 2016. In the period in question 671 additional written responses were received which takes the total from 813 on 12th February 2016 to 1484 on 22nd February 2016. The total 1,484 submissions have raised 1,801 concerns against budget lines. Of these 689 were received through the online survey, 770 were received via post, which includes 38 individual organisational representations and 25 via email.
- 2.3 The written responses relating to the proposals have been reported back to the departments. The Strategic Director (SD) or other appropriate Chief Officer (CO) has responsibility for ensuring that the proposals for their department or service area are reviewed and that the proposals, along with the relevant Equality Impact Assessment (EIA) are updated as appropriate.
- 2.4 Revised versions, version 4 of the EIA's, were published alongside the second addendum of the report. The feedback received from the consultation process has been reviewed by the relevant Strategic Director (SD) or other appropriate Chief Officer (CO) who has confirmed that the no additional issues have been raised which require further amendment of the version 4 EIA's.

3 Additional Consultation Feedback Received

- 3.1 An additional 671 written responses were received between 13th and 22nd February 2016. This is shown in Appendix one which details the total written responses received both through the web and post since the consultation began on 1st December 2015 until 22nd February 2016. The graph is colour coded to service area and/or department.
- 3.2 The additional written responses have included letters from three schools accompanied by 141 letters and representations from pupils in relation the potential impact of the proposal 3E18: Libraries (the proposal to increase the number of libraries managed by local communities) on the pupils' attainment levels in reading and literacy skills.

Paragraph 3.9 in the second addendum, referred to the Library Service undertaking a detailed consultation for the budget proposal in relation to the Library service (3E18) and identified that at the 12th February 2016 there had been 139 responses received as part of the specific consultation on that proposal. At 22nd February 2016 that number had risen to 456 with respondents continuing to raise similar issues in respect of various libraries across the District.

- 3.3 As can be seen from the graph, the highest number of responses received now relate to the proposal 3E27: Youth Provision. In the period 13th to 22nd February 2016 an additional 465 written responses were received about this proposal, predominantly through the post as opposed to on-line. The objections continue to focus on the loss of critical face to face support services. There has been a significant increase in the number of returns raising objections and particular reference has been made to the potential effect of any changes on the Duke of Edinburgh Award scheme and the Keighley Youth Information shop.

3.4 There has been an increase in concerns raised in respect of proposal 3E22: Review of the Tourism budget. A consultation process undertaken by the service in relation to this specific proposal raised concerns about the possible closure of the Tourist Information Centres (TIC's) across the District. Hoteliers, businesses, visitor attractions and local residents all contributed to the consultation process and raised concerns that at a time of new regeneration and growth activity and increased visitor numbers across the District, this could be undermined by the potential closure of TIC's and could send out the wrong message to potential visitors.

Concerns were raised about the impacts on businesses in the areas affected as well as the loss of support to specific events where the TIC's are seen as central points for enquiries for visitors.

3.5 From 13th to 22nd February 2016 there has been an increase in the number of written responses in relation to proposal 3F4: Reduce Expenditure on Support for Business Rates and 3R6: Remove or Reduce Rental subsidies. Whilst the issues raised in relation to these proposals continue to be about the sustainability and financial viability of organisations currently in receipt of the subsidies should subsidies be withdrawn, the organisations responding previously were predominantly community or sporting groups. Similar concerns have now been raised by cultural, arts and community of interest organisations about the potential loss of activities in those services and communities.

3.6 In the period in question, concerns continue to be raised in relation to proposal 3E24: Community Development. Previous reports have referred to concerns expressed about this proposal at dedicated consultation meetings with the Voluntary and Community Sector. In addition representations have now been received from community groups regarding the support they receive from community development workers without whom there are concerns that small community initiatives and activities would cease and community centres would close.

3.7 In the period 13th to 22nd February 2016, two additional petitions have also been received in relation to proposal 3E18: Library Service, one each in relation to the potential closure of Laisterdyke and Thornbury libraries as a result of this proposal.

3.8 In summary it is necessary to ensure that the Executive have comprehensive information when considering the recommendations to make to Council on the budget for 2016 -17 and the budget savings proposals for 17-18. It is a legal requirement that Elected Members have regard to all the relevant information and accordingly Elected Members are referred to the additional information in this addendum and in the equality impact assessments with updated equality evidence and the relevant Council department responses. Version 4 of the equality impact assessments can be found at:

http://www.bradford.gov.uk/bmdc/government_politics_and_public_administration/council_budgets_and_spending/equality_impact_assessments/budget_eias_2016_17

4 Appendices

Appendix One: Budget proposals for 2016-17 and 17-18 - Details of the information gathered from the total written response both through the web and post since the consultation began until the 22nd February 2016.

