

Date of issue: Wednesday, 12 February 2020

<b>MEETING</b>	<b>COUNCIL</b>
<b>DATE AND TIME:</b>	THURSDAY, 20TH FEBRUARY, 2020 AT 7.00 PM
<b>VENUE:</b>	COUNCIL CHAMBER - OBSERVATORY HOUSE, 25 WINDSOR ROAD, SL1 2EL
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	SHABANA KAUSER 01753 787503

### APPENDIX PACK

#### PART 1

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
3.	Revenue Budget 2020/21: <ul style="list-style-type: none"><li>• Appendix L – Equality Impact Assessments.</li><li>• Appendix M – Growth Bids.</li></ul>	1 - 118	All

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Saving Reference
SAV01

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																																																		
<b>Service:</b> Communities & Leisure																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b> Leisure Services - Leisure Contract Management savings (£1.489m)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>Following the re-letting of the leisure contract to a new provider - Everyone Active (SLM) the council has negotiated a favourable financial situation over the period of the contract. From year 4 of a ten year contract SLM will be making a payment to the council of £1,489K. There is no expected impact on any direct services (or SBC staffing) in regard to these savings</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>N/A</p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>N/A</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			N/A	Disability:			N/A	Gender Reassignment:			N/A	Marriage and Civil Partnership:			N/A	Pregnancy and maternity:			N/A	Race:			N/A	Religion and Belief:			N/A	Sex:			N/A	Sexual orientation:			N/A	Other			N/A
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Other			N/A																																															

4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A
8.	Have you considered the impact the policy might have on local community relations?  N/A
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>x</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Page 4

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																																						
<b>Service:</b> Adult Social Care Commissioning																																						
<b>Name of Officer/s completing assessment:</b> Jane Senior																																						
<b>Date of Assessment:</b>																																						
<b>Name of service/function or policy being assessed:</b> Recommission floating support services (£100K)																																						
1	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?  <i>To remodel contracted floating support services, to ensure that they are more effective and efficient and reach a wider number of people.</i>  <i>The Council currently contracts two suppliers to deliver floating support services. Contracts are not currently functioning optimally. A number of areas of work are being bought under one programme structure and governance to deliver the Adult Social Care budget reductions. Each project within this particular programme structure will drive improvement in practice which will deliver efficiencies. Each project lead will complete and keep updated an EIA relating to their project, but this process is in the very early stages of being set up.</i></p>																																					
2	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Adult social Care commissioning</i></p>																																					
3	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td>X (adults)</td> <td></td> <td></td> </tr> <tr> <td>Disability:</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Pregnancy and maternity:</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Race:</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Religion and Belief:</td> <td>X</td> <td></td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:	X (adults)			Disability:	X			Gender Reassignment:	X			Marriage and Civil Partnership:	X			Pregnancy and maternity:	X			Race:	X			Religion and Belief:	X		
Protected Characteristic	Differential Impact																																					
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Disability:	X																																					
Gender Reassignment:	X																																					
Marriage and Civil Partnership:	X																																					
Pregnancy and maternity:	X																																					
Race:	X																																					
Religion and Belief:	X																																					



	Sex:	X		
	Sexual orientation:	X		
	Other			
4	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>Any individuals from the groups above who are currently receiving a service will still be able to receive one. It is intended that a wider number of people will be able to access service through remodelling them. Service users will be involved and engaged in this process.</i></p>			
5	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>None.</i></p>			
6	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>A review of contracted services has been undertaken. Services are currently not functioning optimally and are not delivering to the expected number of people.</i></p>			
7	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>Individuals who are currently receiving a floating support service will be consulted and there will be an opportunity to be fully involved in remodelling and shaping new provision. ASC Operational teams will also be involved with this process, along with community groups.</i></p>			
8	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes.</i></p>			
9	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>It is unlikely that there will be a negative impact as there is an opportunity to remodel provision so that it provides a more effective and efficient preventative service. Existing service users and other stakeholders will have the opportunity to be involved in service design.</i></p>			

10	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). <i>Remodelled services will be monitored by the Supplier</i>
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<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>x</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV03

## EQUALITY IMPACT ASSESSMENT

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Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
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# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																																																		
<b>Service:</b> Regulatory Services																																																		
<b>Name of Officer/s completing assessment:</b> Andrew Clooney																																																		
<b>Date of Assessment:</b> 05.02.20																																																		
<b>Name of service/function or policy being assessed:</b> Regulatory services becoming fully self funded (£465k)																																																		
1	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>Move the combined services within the Regulatory Services Group to a fully self financing budget position by 2020/21 increase income and reduce costs to close an estimated gap of c£465K</i></p>																																																	
2	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Group managers will be responsible for developing an enhanced commercialisation approach across the services to ensure that resources match demand based upon risk and statutory enforcement intervention together with enhanced demand for traded services. The drive to generate income will focus on cost recovery and charged for discretionary services to businesses, residents and other customers beyond Slough.</i></p>																																																	
3	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Disability:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Race:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Religion and Belief:</td> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Sex:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Other</td> <td></td> <td>✓</td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:		✓		Disability:		✓		Gender Reassignment:		✓		Marriage and Civil Partnership:	✓			Pregnancy and maternity:		✓		Race:		✓		Religion and Belief:	✓			Sex:		✓		Sexual orientation:		✓		Other		✓	
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Other		✓																																																

4	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>Statutory services are maintained at a level to ensure essential public protection for all residents and the choice of discretionary and paid for services is maintained and increased. This widens choice available to customers to buy services from a trusted and reliable local provider; the council. The move to provide more services across Cemetery and crematorium plus Registrars will actually improve the wealth of choices available.</i></p>
5	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>Costs for some services that have been kept to a minimum historically, such as burials, will increase slightly in line with benchmarked charges within the regional area. Since approximately 50% of burials at the council run cemetery are carried out on behalf of Muslim families any price increase will have a differential impact upon the Muslim community. Ceremony charges have been benchmarked and increased in line with neighbouring registration services; this will impact couples choosing to have a marriage or civil partnership ceremony within the Borough.</i></p>
6	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>The anticipated increase in fees is likely to be marginal and will be benchmarked against neighbouring cemetery fees to ensure that a fair market rate is proposed.</i></p> <p><i>The fees have been benchmarked with neighbouring registration services to ensure that a fair market rate is proposed which is still competitive and thus should not effect choice for those who are less mobile and would therefore have a more limited choice of services. The move to a new digital platform should also aid this process.</i></p>
7	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p>Yes.</p>
8	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes. The marginal increase in burial fees is unlikely to impact negatively on local community relations because the fee structure will be equal and the same for all sectors of the community</i></p> <p>The increase in ceremony fees is unlikely to impact on local community relations as the charges are the same for all sectors of the</p>

	community.
9	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p>We are developing marketing material to explain the increase in fees and the offer from the Cemetery and Registration Services. In fact all fees will be published on each respective services website.</p> <p>The increase in fees across the rest of regulatory services are either in line with statutory guidance or are calculated on a cost recovery basis.</p> <p>The portfolio holder for Regulation has been informed throughout of this process, the fee increases and our aims. They are kept abreast every month of progress.</p> <p>We are also scrutinising costs across all service areas in order to minimise or reduce these where possible, in order to achieve our aims.</p> <p>We are meeting within the A&amp;C directorate specifically on this issue every month to ensure we are doing everything possible to achieve this objective and actions are created for responsible officers to perform within each monthly period.</p>
10	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). <i>We intend to carefully review customer feedback and engage with all stakeholders. This will be done via usual means but also highlighting this proposal on our risk register and reporting on the progress of major related projects to CMT etc.</i></p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
<b>Date:</b>						

Saving Reference
SAV04

## EQUALITY IMPACT ASSESSMENT

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Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
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It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

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# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																														
<b>Service:</b> Adult Social Care Operations																														
<b>Name of Officer/s completing assessment:</b>																														
<b>Date of Assessment:</b>																														
<b>Name of service/function or policy being assessed:</b> Mental Health - Extension of Hope House Services																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>To ensure that stringent processes are followed in terms of the approval and review of funded packages of care. To develop and expand on the success of Hope House by increasing bed numbers and refining the process for discharges into independent living. To continue transitioning clients in high level packages to lower need placements and in particular Hope House which continues to produced cost savings (cost reduction and cost avoidance). A number of areas of work are being bought under one programme structure and governance to deliver the Adult Social Care budget reductions. Each project within this particular programme structure will drive improvement in practice which will deliver efficiencies. Each project lead will completes and keep updated an EIA relating to their project, but this process is in the very early stages of being set up.</i></p>																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <ul style="list-style-type: none"> <li>• <i>Slough Senior Management Team</i></li> <li>• <i>Care Coordinators</i></li> <li>• <i>Resource Group Panel Members</i></li> </ul>																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr style="background-color: #cccccc;"> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>N/A</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			N/A	Disability:			N/A	Gender Reassignment:			N/A	Marriage and Civil Partnership:			N/A	Pregnancy and maternity:			N/A
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Age:			N/A																											
Disability:			N/A																											
Gender Reassignment:			N/A																											
Marriage and Civil Partnership:			N/A																											
Pregnancy and maternity:			N/A																											

	Race:			N/A
	Religion and Belief:			N/A
	Sex:			N/A
	Sexual orientation:			N/A
	Other			N/A
				N/A
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why? N/A			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved? N/A			
8.	Have you considered the impact the policy might have on local community relations?  N/A			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
No actions identified	N/A	N/A	N/A	N/A	N/A	
<b>Name:</b> <b>Signed:</b>  <b>Person completing the EIA)</b>  <b>Name:</b>  <b>Signed: .....</b> ( Policy Lead if not same as above) <b>Date:</b>						

Saving Reference
SAV05

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																																														
<b>Service:</b> Adult Social Care Commissioning																																														
<b>Name of Officer/s completing assessment:</b>																																														
<b>Date of Assessment:</b>																																														
<b>Name of service/function or policy being assessed:</b> Review Provider Services and Personalisation opportunities (£150k)																																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>A number of areas of work are being bought under one programme structure and governance to deliver the Adult Social Care budget reductions. Each project within this particular programme structure will drive improvement in practice which will deliver efficiencies. Each project lead will complete and keep updated an EIA relating to their project, but this process is in the very early stages of being set up.</i></p>																																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Adult Social Care Commissioning.</i></p>																																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>N/A</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			N/A	Disability:			N/A	Gender Reassignment:			N/A	Marriage and Civil Partnership:			N/A	Pregnancy and maternity:			N/A	Race:			N/A	Religion and Belief:			N/A	Sex:			N/A	Sexual orientation:			N/A
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Religion and Belief:			N/A																																											
Sex:			N/A																																											
Sexual orientation:			N/A																																											

	Other			N/A
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  <i>Not yet known – will be dependent on further development, including project specific EIAs.</i>			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  <i>Not yet known – will be dependent on further development, including project specific EIAs.</i>			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  <i>N/A (see comments above in 4 and 5).</i>			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  <i>N/A (see comments above in 4 and 5).</i>			
8.	Have you considered the impact the policy might have on local community relations?  <i>N/A (see comments above in 4 and 5).</i>			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  <i>Will depend on further EIA work.</i>			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>Subject to further analysis.</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV06

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities																																														
<b>Service:</b> Communities and Leisure																																														
<b>Name of Officer/s completing assessment:</b>																																														
<b>Date of Assessment:</b>																																														
<b>Name of service/function or policy being assessed:</b> Revenue payback from capital investment (£40K)																																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>A number of areas of work are being bought under one programme structure and governance to deliver the Adult Social Care budget reductions. Each project within this particular programme structure will drive improvement in practice which will deliver efficiencies. Each project lead will completes and keep updated an EIA relating to their project, but this process is in the very early stages of being set up. At this moment, it is not envisaged that the revenue payback (in terms of charges for new services) would have a differential impact on users (as it is a new service).</i></p>																																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>Leisure services</p>																																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Disability:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Race:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sex:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:		X		Disability:		X		Gender Reassignment:		X		Marriage and Civil Partnership:		X		Pregnancy and maternity:		X		Race:		X		Religion and Belief:		X		Sex:		X		Sexual orientation:		X	
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Religion and Belief:		X																																												
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Sexual orientation:		X																																												

	Other		X	
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A			
8.	Have you considered the impact the policy might have on local community relations?  N/A			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>x</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV07

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Place & Development																																											
<b>Service:</b> Neighbourhood Services																																											
<b>Name of Officer/s completing assessment:</b> Colin Moone																																											
<b>Date of Assessment:</b> 7/2/20																																											
<b>Name of service/function or policy being assessed:</b> Housing Regulations Team - Business Development Manager (£50k in 2020/21 and further £50k in 2020/22)																																											
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>The Business Development Manager's post was recruited to coordinate and carry out the work to implement Selective Licensing. This work has now been complete.</p>																																										
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>This was undertaken by the team but led by the Business Development Manager.</p>																																										
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <p><b>There will be no impacts on these groups.</b></p> <table border="1"> <thead> <tr> <th>Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X
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Sex:			X																																								
Sexual orientation:			X																																								

	Other			X
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>There will be no impact on these groups.</i></p>			
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>There will be no impact on these groups.</i></p>			
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>This is not applicable.</i></p>			
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>No consultation is necessary.</i></p>			
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes – there will be no impact.</i></p>			
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>Not applicable.</i></p>			
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Plans are being monitored.</p>			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	*
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
N/A						

Saving Reference
SAV08

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Place & Development																																																		
<b>Service:</b> Strategic Housing Services																																																		
<b>Name of Officer/s completing assessment:</b> Colin Moone																																																		
<b>Date of Assessment:</b> 7/2/20																																																		
<b>Name of service/function or policy being assessed:</b>  Private Sector Acquisition Team (Housing) (£100k)																																																		
1.	What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?  The savings target is to see a reduction in the base due to activity of housing more homeless households in the private sector.																																																	
2.	Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.  This function is undertaken from a team of 5 officers plus one team leader.																																																	
3.	Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.																																																	
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Sexual orientation:	*																																																	
Other																																																		

4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>The reduction in budget would mean that our policies are working and that we are housing the targeted number of households into more suitable accommodation.</i></p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>The negative impacts would be that resources are taken away from the team and we have to keep the groups, outlined above, in accommodation, which would be temporary, along with all of the negative issues associated with keeping households in this type of accommodation, longer than needed.</i></p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>The monitoring approach used will be the monthly performance tools. These keep track of activity across the business. These savings can only be made where temporary accommodations are at the level where this is a real saving. If numbers are not at that level, another £100k over and above the overspending position, will just be £100k additional overspending.</i></p>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>No consultation has taken place.</i></p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>There will be no impact but this has been considered.</i></p>
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>Plans are already in place. These plans are working so far and it is likely that our targets will be met.</i></p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Plans are monitored.</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	*
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Page 33

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
N/A						

Saving Reference
SAV09

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Place & Development																																						
<b>Service:</b> Environmental Services & DSO																																						
<b>Name of Officer/s completing assessment:</b>																																						
<b>Date of Assessment:</b>																																						
<b>Name of service/function or policy being assessed:</b>																																						
Work for other local authorities (£150k), DSO traded services (£135k) and more infrastructure projects (one-off) (£700k)																																						
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The primary aim of these increased income targets is to generate additional income to contribute towards the Council's overall balanced budget. The additional income comes from either charges to the capital programme or income from other local authorities. As such, there is no direct impact on the delivery of services to individual Slough citizens (as the charges aren't generally for individuals and there are no proposals to change eligibility for charging) or to the workforce as a whole.</i></p>																																					
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>The DSO delivers the service(s), including to external customers.</i></p>																																					
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X
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Gender Reassignment:			X																																			
Marriage and Civil Partnership:			X																																			
Pregnancy and maternity:			X																																			
Race:			X																																			
Religion and Belief:			X																																			

	Sex:			X
	Sexual orientation:			X
	Other			X
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A			
8.	Have you considered the impact the policy might have on local community relations?  N/A			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV10

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Place & Development
<b>Service:</b> Environmental Services & DSO
<b>Name of Officer/s completing assessment:</b>
<b>Date of Assessment:</b>
<b>Name of service/function or policy being assessed:</b>  Inflationary increases (£106k) and grant bids (£50k one-off)

Page 39

1. What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?

*The majority of these savings relate to contract renegotiations (for example, on the disposal arrangements and price for wood waste and the disposal price for green waste) and so these will not have a direct impact on individual citizens. There may be indirect impacts (for example, the need to separate out wood waste at the civic amenity site) but it not envisaged that this would materially affect any protected interest group (beyond those mitigating factors that are already in place). There are also increases in existing charges to individuals (eg for bulky waste disposal and fridge / freezer disposal), but these are relatively minor in terms of income generated and there is no evidence that these would fall disproportionately on protected characteristic groups)*

2. Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.

*Environmental services.*

3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.

Protected Characteristic	Differential Impact		
	Yes	No	N/A
Age:		X	
Disability:		X	
Gender Reassignment:		X	
Marriage and Civil Partnership:		X	
Pregnancy and maternity:		X	

	Race:		X	
	Religion and Belief:		X	
	Sex:		X	
	Sexual orientation:		X	
	Other		X	
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>No evidence of any likely positive impacts.</i></p>			
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>No evidence of any likely negative impacts.</i></p>			
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>As noted in (1) above, the majority of the proposals will not affect individual citizens (as they relate to contract negotiation). There is little quantitative evidence on the users for individual charges, but equally qualitative / anecdotal evidence suggests no differential impact on any group with protected characteristics.</i></p>			
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>No – not considered necessary.</i></p>			
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>No impact on community relations envisaged.</i></p>			
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>N/A</i></p>			
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Monitor volumes</p>			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV11

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Finance & Resources																						
<b>Service:</b> Directorate wide																						
<b>Name of Officer/s completing assessment:</b>																						
<b>Date of Assessment:</b>																						
<b>Name of service/function or policy being assessed:</b>																						
Efficiencies from redesigned support services (£1,184k)																						
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>Five service areas have been insourced - Customer Services, Revenues &amp; Benefits, Transactional Finance, Transactional HR &amp; Payroll and IT. There is, therefore, an opportunity is to realign the services to make improvements for residents and to drive out efficiencies. This will take the form of renegotiating better deals on contracts (eg IT/Procurement) as well as the redesign and rationalisation of services and resources and the centralisation of some activity (eg (IT contracts, customer teams etc) to avoid duplication of efforts across the organisation.</i></p> <p><i>All aspects of the proposed savings that relate to post deletion will be subject to the councils' organisational change processes, which will include a separate EIA.</i></p>																					
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Primary implementation will be from within the Finance &amp; Resources directorate, but there will also be an element of organisation-wide reorganisation around removing duplication.</i></p>																					
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Disability:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:		X		Disability:		X		Gender Reassignment:		X	
Protected Characteristic	Differential Impact																					
	Yes	No	N/A																			
Age:		X																				
Disability:		X																				
Gender Reassignment:		X																				

	Marriage and Civil Partnership:		X	
	Pregnancy and maternity:		X	
	Race:		X	
	Religion and Belief:		X	
	Sex:		X	
	Sexual orientation:		X	
	Other		X	
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>The redesign of services should lead to improvements for all residents (in terms of direct engagement with the Council). However, it is not envisaged that these positive impacts will have a differential impact on groups with protected characteristics.</i></p>			
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>At this stage it is not possible to identify whether any particular protected groups will be affected more than others, although this is not envisaged. If this later proves to be the case then a further EIA will be produced.</i></p>			
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>Once potentially affected groups of staff are identified then data from the Council's HT system (Agresso) will be used to assess impacts.</i></p>			
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>The Council's standard procedure on staff consultation arising from any reorganisation will be followed. Consultation with affected staff and detailed Equality Impact Assessment for each consultation and realignment process will be completed. There will be engagement with Trade Unions</i></p>			
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes – no impacts are envisaged on local community relations.</i></p>			
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p>			

	<i>For the reduction in staff number where possible consideration will be given to requests for voluntary redundancy and/or (if applicable) early retirement. Redeployment would be initiated immediately. However, if no alternative posts were available, compulsory redundancy would be necessary. Where possible vacant posts will be deleted to reduce disruption to individual members of staff. The Council's HR policies on organisational change and redeployment will be followed.</i>
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV12

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Finance & Resources																																																		
<b>Service:</b> Governance																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b>																																																		
Recommissioning and reviews of major commercial contracts (£300k)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The overall aim is to reduce the costs of major commercial contracts through renegotiation, with no reduction in service quality. Hence there should be no detrimental impact on any end user.</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>The procurement team will have primary responsibility for delivery of the saving, but will work with services across the organisation</i></p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X	Other			X
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Religion and Belief:			X																																															
Sex:			X																																															
Sexual orientation:			X																																															
Other			X																																															

4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A
8.	Have you considered the impact the policy might have on local community relations?  N/A
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV13

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Finance & Resources																																										
<b>Service:</b> Finance - Treasury - Interest Receivable																																										
<b>Name of Officer/s completing assessment:</b>																																										
<b>Date of Assessment:</b>																																										
<b>Name of service/function or policy being assessed:</b>																																										
Treasury Management income (less Wexham delayed return of capital) (£235k)																																										
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The council invests short term cash in various Strategic Pooled Funds (and other investments) from which it receives dividends. It is projected that returns from these investments will generate increased Treasury Management returns in future years. The increased Treasury Management returns can be used towards the provision of services and / or mitigate savings targets. There are no implications for service delivery to citizens or to staff.</i></p>																																									
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Corporate Finance implements the treasury management strategy, in line with the principles agreed at Council as part of the overall "Treasury Management Strategy" document.</i></p>																																									
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X
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Race:			X																																							
Religion and Belief:			X																																							
Sex:			X																																							

	Sexual orientation:			X
	Other			X
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A			
8.	Have you considered the impact the policy might have on local community relations?  N/A			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Page 53

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV14

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Regeneration																																																		
<b>Service:</b> Regeneration Development																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b>																																																		
ESFA - One off funding for school on TVU site (£1 million)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>This relates to one-off income received in 2019/20 by the Council from the Education &amp; Schools Funding Agency. That income is now removed from the ongoing revenue budget (as it was one-off). There are no further service implications as the overall loss of income is dealt with as part of the Council's overall revenue budget deliberations. Therefore, there are no further impacts on citizens or staff.</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>N/A</p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X	Other			X
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Religion and Belief:			X																																															
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Other			X																																															

4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A
8.	Have you considered the impact the policy might have on local community relations?  N/A
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV15

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Regeneration																																														
<b>Service:</b> Regeneration Development																																														
<b>Name of Officer/s completing assessment:</b>																																														
<b>Date of Assessment:</b>																																														
<b>Name of service/function or policy being assessed:</b>																																														
Regeneration - Income generation target (£100K)																																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>Additional income to be generated, primarily through advertising on Local Authority owned assets. As such, it is not envisaged that there will be any impact on customers etc or the workforce.</p>																																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>Regeneration team.</p>																																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Disability:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Race:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sex:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:		X		Disability:		X		Gender Reassignment:		X		Marriage and Civil Partnership:		X		Pregnancy and maternity:		X		Race:		X		Religion and Belief:		X		Sex:		X		Sexual orientation:		X	
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Religion and Belief:		X																																												
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	Other		X	
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A			
8.	Have you considered the impact the policy might have on local community relations?  N/A			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV16

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> Regeneration																																																		
<b>Service:</b> Planning & Transport																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b> Traffic Enforcement Income (£400k)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The Council can, under existing legislation, issue Penalty Charge notices (PCN's) to enforce bus lane contraventions. Efficient and effective bus lane enforcement allows the council and its partners to achieve easier and more consistent journey times for buses through congested areas by allowing the free flow of authorised bus lane traffic.</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Parking team.</i></p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Disability:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Race:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sex:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Other</td> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:		X		Disability:		X		Gender Reassignment:		X		Marriage and Civil Partnership:		X		Pregnancy and maternity:		X		Race:		X		Religion and Belief:		X		Sex:		X		Sexual orientation:		X		Other		X	
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Religion and Belief:		X																																																
Sex:		X																																																
Sexual orientation:		X																																																
Other		X																																																

4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p>A reduction in bus lane contraventions will provide improved bus journey times. Journey times are currently measured and improvement can be monitored. It is not envisaged that this would have a material impact on any of the groups identified in (3) above.</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>No negative impacts identified.</i></p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>N/A</i></p>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>N/A</i></p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>No impact on community relations.</i></p>
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>N/A</i></p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once <i>N/A</i> they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV17

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Children, Learning and Skills																																																		
<b>Service:</b> School Effectiveness																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b>																																																		
School Effectiveness Review (£180K)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The school effectiveness service has already been redesigned with the introduction of traded services. This reflects the additional income now expected to be generated. As such, there are no further expected impacts on either service delivery to customers (schools) or to staff.</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>School Effectiveness Service</i></p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X	Other			X
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Sex:			X																																															
Sexual orientation:			X																																															
Other			X																																															

4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  N/A
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  N/A
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  N/A
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  N/A
8.	Have you considered the impact the policy might have on local community relations?  N/A
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV18

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> ALL																																										
<b>Service:</b> ALL																																										
<b>Name of Officer/s completing assessment:</b>																																										
<b>Date of Assessment:</b>																																										
<b>Name of service/function or policy being assessed:</b>																																										
Slough Academy - Reduce Agency Spend (£750k)																																										
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The Council spends over £6m per annum on agency/interim staff per annum in order to fill predominantly specialised roles. By 'growing our own staff' this amount can be substantially reduced. An increase in the number of apprentices will result in a reduced number of agency/interim staff across the Council.</i></p>																																									
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>The People team in the Finance &amp; Resources directorate will lead, but the reduction in agency spend will occur throughout the organisation.</i></p>																																									
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X
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Race:			X																																							
Religion and Belief:			X																																							
Sex:			X																																							

	Sexual orientation:			X
	Other			X
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>The 'Grow Your Own' philosophy should have a positive impact on staff morale due to the opportunities it affords existing staff and the reduced reliance on agency cover. It is too early to ascertain whether this would have a differential impact, but it is unlikely.</i></p>			
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p>None identified.</p>			
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>Data on the protected characteristics of Agency staff is not well known (the information is not readily available). However, the data on apprentices and others employed to replace Agency staff will be monitored through Agresso.</i></p>			
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>No – not deemed necessary.</i></p>			
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes – none identified.</i></p>			
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>N/A</i></p>			
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). <i>N/A</i></p>			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

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Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV19

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> ALL																																														
<b>Service:</b> ALL																																														
<b>Name of Officer/s completing assessment:</b>																																														
<b>Date of Assessment:</b>																																														
<b>Name of service/function or policy being assessed:</b>																																														
Electric Vehicle Initiatives (£210K)																																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The overall aim of the Electric Vehicle (EV) project is to enable the Council to increase the number and use of EV pool cars and other technologies, whilst also significantly reducing revenue spend on mileage claims. This saving focuses on the latter aspect, whereby . also staff who exceed 1,000 miles/annum can also claim a £1,000 lump sum allowance, with further reductions in mileage payments to Council Staff and contractors.</i></p>																																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>The HR team would implement the policy, which would affect staff across the organisation.</i></p>																																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X
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Religion and Belief:			X																																											
Sex:			X																																											
Sexual orientation:			X																																											

	Other			X
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>There are overall benefits in terms of decarbonisation of the Council's traffic fleet and the knock-on impact on the local environment. The proposal has already been subject to an EIA and consultation. An initial assessment was carried out against the protected characteristics of:- Gender; Disability; Age; and Ethnicity. Data was not available in sufficient quantities to make analysis against:- Gender Reassignment; Marriage and civil partnerships; Religion or Belief; Sexual Orientation; and Pregnancy and Maternity. Additionally the EIA carried out an initial view on those on lower pay</i></p>			
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>There would be negative impacts (in terms of reduced income from mileage claims to some staff), but no evidence that there is a differential impact on groups identified in (3) above. The proposal does have a major impact on all staff in current receipt of the payment. Impact is most significant for lower paid staff as the loss of £1,000 has a substantial impact as a proportion of pay. Mitigation is proposed by arranging by paying a one off transitional payment of £500 for any staff members who complete 1000 business miles before the 30th September.</i></p>			
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>See comments above in (3) and (4) Analysis of available data shows no significant disproportionate impact across equalities characteristics of recipients, apart from gender in the lowest pay grades , the most negative impact will be for those staff on lower pay grades. At level 4, this is more likely to be women.</i></p>			
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>Staff forums and trade unions would need to be involved in the implementation.</i></p>			
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>No impacts on community relations envisaged.</i></p>			

9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  N/A
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). N/A

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

Saving Reference
SAV20

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**



# Equality Impact Assessment

<b>Directorate:</b> All																																														
<b>Service:</b> All																																														
<b>Name of Officer/s completing assessment:</b>																																														
<b>Date of Assessment:</b>																																														
<b>Name of service/function or policy being assessed:</b>																																														
Transformation savings (£1.661m in 2020/21 and £1.500m in 2021/22)																																														
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The Council has a two year Transformation programme called Our Futures. Part of the programme includes the delivery of savings and a proportion of this will come from reduced head count, that contributes towards the Council's overall balanced budget. The detail on this is still to be worked up. All proposed savings from the transformation programme that relate to post deletion will be subject to the Councils' organisational change processes, which will include a separate EIA.</i></p>																																													
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>The programme is led through the Transformation directorate, but all services will be engaged in the process.</i></p>																																													
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X
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Sex:			X																																											
Sexual orientation:			X																																											

	Other			X
4.	What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.  <i>Unlikely to be positive impacts, although individuals may be seeking redundancy / early retirement (more likely to be age related)</i>			
5.	What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?  <i>At this stage it is not possible to identify whether any particular groups affected more than others. If this later proves to be the case then a further EIA will be produced.</i>			
6.	Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).  <i>Once potentially affected groups of staff are identified then data from the Council's HT system (Agresso) will be used to assess impacts.</i>			
7.	Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?  <i>The Council's standard procedure on staff consultation arising from any reorganisation will be followed. Consultation with affected staff and detailed Equality Impact Assessment for each consultation and realignment process will be completed. There will be engagement with Trade Unions</i>			
8.	Have you considered the impact the policy might have on local community relations?  <i>Yes – no impacts are envisaged on local community relations.</i>			
9.	What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?  <i>For the reduction in staff number where possible consideration will be given to requests for voluntary redundancy and/or (if applicable) early retirement. Redeployment would be initiated immediately. However, if no alternative posts were available, compulsory redundancy would be necessary. Where possible vacant posts will be deleted to reduce disruption to individual members of staff. The Council's HR policies on organisational change and redeployment will be followed.</i>			
10.	What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).			

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Page 8

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
The overall action plan and timetable will depend on further planning and forms part of the overall Our Futures programme.						

Saving Reference
SAV21

## EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and sexual identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

When you have completed an EIA please send it to [Equalities@slough.gov.uk](mailto:Equalities@slough.gov.uk). If this EIA is part of a Committee Report please **also** send to [Joannah.Ashton@slough.gov.uk](mailto:Joannah.Ashton@slough.gov.uk) in Democratic Services.

**If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.**

# Equality Impact Assessment

<b>Directorate:</b> Adults & Communities / Children, Learning & Skills																																																		
<b>Service:</b>																																																		
<b>Name of Officer/s completing assessment:</b>																																																		
<b>Date of Assessment:</b>																																																		
<b>Name of service/function or policy being assessed:</b> Transformation of Early Help (£300k)																																																		
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p><i>The majority of early help savings have already been made early, but this reflects the full year effect and further work undertaken between Children services and Adult services. If there any impacts on staff or users then a further EIA will be produced.</i></p>																																																	
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p><i>Adult Social Care Childrens Services</i></p>																																																	
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <table border="1"> <thead> <tr> <th rowspan="2">Protected Characteristic</th> <th colspan="3">Differential Impact</th> </tr> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Age:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Disability:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Gender Reassignment:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Marriage and Civil Partnership:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Race:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Religion and Belief:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sex:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Sexual orientation:</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>			Protected Characteristic	Differential Impact			Yes	No	N/A	Age:			X	Disability:			X	Gender Reassignment:			X	Marriage and Civil Partnership:			X	Pregnancy and maternity:			X	Race:			X	Religion and Belief:			X	Sex:			X	Sexual orientation:			X	Other			X
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Sex:			X																																															
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4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><i>The redesign of services should lead to improvements for citizens (in terms of direct engagement with the Council). However, it is not envisaged that these positive impacts will have a differential impact on groups with protected characteristics.</i></p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><i>At this stage it is not possible to identify whether any particular protected groups will be affected more than others, although this is not envisaged. If this later proves to be the case then a further EIA will be produced.</i></p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p><i>Once potentially affected groups of staff are identified then data from the Council's HT system (Agresso) will be used to assess impacts.</i></p>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p><i>The Council's standard procedure on staff consultation arising from any reorganisation will be followed. Consultation with affected staff and detailed Equality Impact Assessment for each consultation and realignment process will be completed. There will be engagement with Trade Unions</i></p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p><i>Yes – no impacts are envisaged on local community relations.</i></p>
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p><i>For the reduction in staff number where possible consideration will be given to requests for voluntary redundancy and/or (if applicable) early retirement. Redeployment would be initiated immediately. However, if no alternative posts were available, compulsory redundancy would be necessary. Where possible vacant posts will be deleted to reduce disruption to individual members of staff. The Council's HR policies on organisational change and redeployment will be followed.</i></p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented).</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>X</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
<b>Date:</b>						

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<b>SLOUGH BOROUGH COUNCIL</b>						
<b>GROWTH BIDS LIST</b>						
<b>Ref</b>	<b>Directorate</b>	<b>Service</b>	<b>Type</b>	<b>Growth Description</b>	<b>20/21 £'000</b>	
GROWTH01	Adults & Communities	Adult Social Care	Demand	Care Act Responsibilities	25	
GROWTH02	Adults & Communities	Adult Social Care	Demand	Demographic Growth	1,272	
GROWTH03	Adults & Communities	Communities and Lesiure	Service Improvements	Skills training to improve employment Opportunities for residents	25	
GROWTH04	Adults & Communities	Regulatory	Demand	Coroner costs	40	
GROWTH05	Finance & Resources	People	Service Improvements	Slough Academy - Ongoing Costs	175	
GROWTH06	Finance & Resources	People	Service Improvements	Training systems and graduate programme	49	
GROWTH07	Finance & Resources	Finance	Service Improvements	Additional fraud prevention	100	
GROWTH08	Finance & Resources	Governance	Governance	Election costs	132	
GROWTH09	Finance & Resources	Digital & Strategic I.T.	Governance	Cloud based disaster recovery facility	36	
GROWTH10	Finance & Resources	Revenue & Benefits	Service Improvements	Local Welfare Provision	75	
GROWTH11	Children, Learning & Skills	Childrens Trust	Demand	Demographic Growth	1,588	
GROWTH12	Children, Learning & Skills	SEND Home to School Transport	Demand	Demographic Growth	600	
GROWTH13	Place & Development	Housing (People) Services	Demand	Temporary accommodation	870	
GROWTH14	Place & Development	Building Management	Demand	Business rates revaluation and additional maintenance	608	
GROWTH15	Regeneration	Planning & Transport	Governance	Delivery of the Local Plan	332	
GROWTH16	Regeneration	Economic Development	Service Improvements	Town Centre staff and BID levy contribution	190	
GROWTH17	Transformation	Strategy & Performance	Service Improvements	Investment in strategic planning and performance management	100	
N/A	Finance & Resources	BTL - L514	Governance	Budgeted Increase of General Reserve	750	
N/A	Finance & Resources	BTL - L514	Governance	Creation of Brexit Reserve	(200)	
<b>NB The last 2 bids here reflect transfers to reserves: (i) to implement the policy to increase general reserves; and (ii) to cease further contributions to the Brexit reserve, as this is no longer necessary. Therefore, separate bid forms are not necessary.</b>					<b>TOTAL</b>	<b>6,767</b>

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Adults & Communities

**Service:** Adult Social Care

**Title of Pressures Proposal**

Care Act 2014 - additional statutory responsibilities (£25k)

<b>A</b>	<b>Please indicate if the proposal is for Revenue or Capital Resources</b>	<b>Revenue</b>		<b>Capital</b>	
		X			

**B This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Outcome 2: Our people will become healthier and will manage their own health, care and support needs.

**C Description of the Demand / Cost Pressure**  
 The Care Act 2014 introduced new statutory responsibilities for local councils. This for the first year was a specific grant to councils -for Slough this was £454k. The council continued this funding in 16/17 and 17/18 as growth bids of £0.5m. The national estimate for these new burdens in Slough in 16/17 was £590k and in 17/18 was £714k, in 18/19 is £739k and in 19/20 is £952k. The pressure continues in 2020/21 (and the additional estimated costs at 325k per annum was previously built into the MTFS).

**D What are the drivers for the demand / cost pressure and what evidence is there**  
 See above – driver is statutory responsibilities.

**E Beneficial Impact on Service Recipient(s) [if appropriate]**  
 Continuation of a range of new statutory responsibilities - services and supports that support the prevention and early intervention for social care: deferred payments, support to carers, information and advice and advocacy.

**F What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**  
 Reduction in statutory front line prevention services.

*For Finance Use Only: Pressures Reference*      GROWTH01

**2020/21 BUDGET BUILD – SPENDING PRESSURES *PRO FORMA***

**Directorate:**

Adults & Communities

**Service:**

Adult Social Care

**Title of Pressures Proposal** Demographic growth (1,272k)

<b>A</b>	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	<b>Revenue</b> X	<b>Capital</b>	
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<b>B</b>	<b>This growth bid supports the following 5 Year Plan Outcome / Enabler:</b> Our people will be healthier and manage their own care needs
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<b>C</b>	<p><b>Description of the Demand / Cost Pressure</b></p> <p><i>From the existing MTFS (total £700k):</i>          Managing the transition of children to adult services each year: 5-6 new people approx £350k FYE. People with acute mental health needs leaving acute hospital: 7-8 additional people per annum £250k FYE. People with acquired brain injury/physical disabilities leaving acute or rehab hospital: 2-3 new people per year - £100k FYE.</p> <p><i>Additional £572k:</i>          2020/2021. - Transition cost: £11,000 weekly (for 7 clients; high POC). Two cases are fully funded by CHC in case CHC withdrew again. Annual Projections: £572,000</p>
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<b>D</b>	<p><b>What are the drivers for the demand / cost pressure and what evidence is there</b></p> <p>See above – demographic pressures in terms of increased number of clients</p>
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<b>E</b>	<p><b>Beneficial Impact on Service Recipient(s) [if appropriate]</b></p> <p>Meeting the needs of people with critical and substantial needs that need appropriate care and support.</p>
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<b>F</b>	<p><b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b></p>
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Needs not met and increased risks. Further pressure on ASC budget. Length of stay in hospital settings and increased delayed discharges which can incur a costs to local authority

*For Finance Use Only: Pressures Reference GROWTH02*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Adult & Communities

**Service:** Communities & Leisure

**Title of Pressures Proposal**

Developing and implementing a model to increase employment opportunities for Slough residents, focusing on those most vulnerable (£25k)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	
---	--	--------------	--	---------	--

**B** **This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Slough will be an attractive place where people choose to live, work and stay  
 Slough will attract, retain and grow business and investment to provide opportunities for our residents

**Description of the Demand / Cost Pressure**

The nature of this bid is that it straddles across a number of the council directorates and therefore provides an opportunity to review and make proposals for a better and more coordinated approach to preparing and securing training, work placements volunteering, apprenticeships and employment opportunities. This is led from the Communities & Leisure service.

**C** The bid is to commission a review of existing services, both internal and external to the council, identify synergies, duplication and gaps with the aim of developing a strategy and model of delivery that will maximise the opportunities both current and future that will bring the greatest benefits and prospects to Slough's communities.  
 The review will then create a number of pilots to challenge, examine and identify how the council's and its partners resources can be best deployed to deliver the desired outcomes listed below.

**What are the drivers for the demand / cost pressure and what evidence is there**

**D** The aim of this work will be to:  
 • To deliver a broader range of outcomes including potentially  
 o More residents in work  
 o lifting residents out of poverty  
 o reducing reoffending

	<p>o increasing health and wellbeing          o reducing homelessness.</p>
--	--

	<p><b>Beneficial Impact on Service Recipient(s) [if appropriate]</b></p> <p>Increase employment prospects for, but not exclusively to:</p> <ul style="list-style-type: none"> <li>• Looked after Children and those Leaving Care.</li> <li>• Young People who are Not in Education, Employment or Training (NEETS)</li> <li>• People with disabilities and those recovering from mental health issues.</li> <li>• Ex Offenders,</li> </ul> <p><b>E</b></p> <ul style="list-style-type: none"> <li>• Lone parents.</li> <li>• Homeless</li> <li>• Residents with complex needs</li> <li>• Other residents furthest from employment</li> </ul> <p>The rationale for identifying these groups is that they receive the largest contribution from public resources. And present the biggest return in terms of savings once employed.</p>
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	<p><b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b></p> <p><b>F</b></p> <p>The council will remain in a position whereby Slough residents will not gain the maximum benefit of the opportunities available</p>
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*For Finance Use Only: Pressures Reference GROWTH03*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Adults & Communities

**Service:** Regulatory Services

**Title of Pressures Proposal:**

Coroners Service – Anticipated Increase in Shared Service Costs (£40k)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue	Capital
		Yes	No

**B** **This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Statutory Responsibility to provide a coroners service in association with the Registration and Cem & Crem Service.

**C** **Description of the Demand / Cost Pressure**  
 The Berkshire Coroners Service is a shared service across the 6 Berkshire UAs and is hosted by Reading BC. It is anticipated that costs will increase for 2020/21 by approximately £40K

**D** **What are the drivers for the demand / cost pressure and what evidence is there**  
 The anticipated increase is in part due to the increase in mortuary facility fees  
 The cost of the Coroners Service is discussed at the Berkshire Chief Executives Group and the Berkshire Finance Officers Group.

**E** **Beneficial Impact on Service Recipient(s) [if appropriate]**  
 Maintained capacity within the shared Coroners Service – a statutory requirement

**F** **What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**  
 The funding would need to be found from Registration Service income which is already under pressure and not able to meet existing income targets

*For Finance Use Only: Pressures Reference GROWTH04*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Finance & Resources

**Service:**

People

**Title of Pressures Proposal**

Slough Academy (£175k)

<b>A</b>	<b>Please indicate if the proposal is for Revenue or Capital Resources</b>	<b>Revenue</b> X		<b>Capital</b>
----------	--	---------------------	--	----------------

**B This growth bid supports the following 5 Year Plan Outcome / Enabler:**

This growth bid supports all aspects of the 5 Year Plan Outcomes

**Description of the Demand / Cost Pressure**

**C** This growth bid is designed to provide a permanent infrastructure for the Slough Academy. The Slough Academy will drive forward our workforce planning agenda supported by the Apprentice Specialist who will maximise benefits from the Apprenticeship Reforms and the Levy. This service is being established in People Services as a corporate wide initiative having previously been delivered by Adult Education Services

**What are the drivers for the demand / cost pressure and what evidence is there**

**D** These include growing our talent to develop our workforce of the future and start to address (reduce) our agency spend by providing meaningful career progression with the skills and competencies that the Council needs to deliver its service plans. Further benefits include moving towards our end goal of becoming a recognised Learning Organisation with an established pipeline of talent to fulfil future roles.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

**E** The Slough Academy supports our wider transformation agenda to develop the Council into a modern professional organisation capable of delivering excellent services to our residents who are proud to live in the borough and be supported by SBC staff.



F	<p><b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b></p> <p>The Slough Academy would not be able to operate as an effective service.</p>
<p><i>For Finance Use Only: Pressures Reference GROWTH05</i></p>	

**2020/21 BUDGET BUILD – SPENDING PRESSURES *PRO FORMA***

**Directorate:**

Finance & Resources

**Service:**

People

**Title of Pressures Proposal**

Training systems and graduate programme (£49k)

<b>A</b>	<b>Please indicate if the proposal is for Revenue or Capital Resources</b>	<b>Revenue</b>		<b>Capital</b>	
		X			

**B This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Slough will be an attractive place where people choose to live, work and stay

**C Description of the Demand / Cost Pressure**  
 This bid covers 3 areas:

- £14k for Health and Safety related software licence
- £20K for systems administrator for Cornerstone
- £15k for on costs associated with the graduate programme

**D What are the drivers for the demand / cost pressure and what evidence is there**  
 The drivers here are discretionary, but are important in terms of looking after staff (and residents) as well as investing in future training and development of the workforce as well as “growing our own” by attracting graduates to come and work for the Council.

**E Beneficial Impact on Service Recipient(s) [if appropriate]**  
 A better trained and safer workforce, equipped to deliver high quality services to residents.

**F What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**  
 The bid is discretionary – the Council do not have to invest in this, but the consequences are likely to be a less well trained workforce, with negative impacts on the quality of service delivered.

*For Finance Use Only: Pressures Reference GROWTH06*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:** Finance & Resources

**Service:** Finance

**Title of Pressures Proposal**

Additional fraud prevention (£100k)

<b>A</b>	<b>Please indicate if the proposal is for Revenue or Capital Resources</b>	<b>Revenue</b> X		<b>Capital</b>
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**B This growth bid supports the following 5 Year Plan Outcome / Enabler:**

Slough will attract, retain and grow business and investment to provide opportunities for our residents

**C Description of the Demand / Cost Pressure**

Correction of budget anomaly to remove reference to £100k income from an old fraud case, where the total stolen has been recovered successfully, but this can only occur once, not on an annual basis. Therefore, if the one off income is not replaced on an ongoing basis this will reduce the resources available to successfully fight fraud in the future (which will help maximise resources to provide better services for residents).

**D What are the drivers for the demand / cost pressure and what evidence is there**

As above, the recurring income target is evidence of the pressure. The impact of successful fraud prevention, by its very nature, is difficult to quantify.

**E Beneficial Impact on Service Recipient(s) [if appropriate]**

Not directly applicable, but fraud prevention does mean more money invested in services for residents.

**F What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

The team's work would be severely curtailed and / or alternate savings elsewhere within the directorate would have to be made to offset this inescapable pressure.

*For Finance Use Only: Pressures Reference GROWTH07*

**2020/21 BUDGET BUILD – SPENDING PRESSURES *PRO FORMA***

**Directorate:**

**Finance & Resources**

**Service:**

Governance

**Title of Pressures Proposal**

Election costs (£132k)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	

B	<p><b>This growth bid supports the following 5 Year Plan Outcome / Enabler:</b>            This is more of a governance issue, but indirectly it would affect “Slough will attract, retain and grow business and investment to provide opportunities for our residents”, in terms of overall resources available.</p>
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C	<p><b>Description of the Demand / Cost Pressure</b>            Correction of budget anomaly to remove reference to Central government grant (£132k) for elections which is unachievable if there is no national election in any year.</p>
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D	<p><b>What are the drivers for the demand / cost pressure and what evidence is there</b>            There is a permanent, annual income target for government grant to fund elections in the local accounts, but it is highly unlikely that there will be national elections every year.</p>
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E	<p><b>Beneficial Impact on Service Recipient(s) [if appropriate]</b>            Not applicable.</p>
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F	<p><b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b>            There would need to be compensating cuts elsewhere within the Governance service, to offset the loss of income (as there won't be a grant to claim each year).</p>
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*For Finance Use Only: Pressures Reference GROWTH08*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Finance & Resources

**Service:** Digital & Strategic I.T.

**Title of Pressures Proposal**

New “Cloud based” disaster recovery facility ( £36k)

<b>A</b>	<b>Please indicate if the proposal is for Revenue or Capital Resources</b>	<b>Revenue</b> X		<b>Capital</b>
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**B** **This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Indirectly the bid supports all 5 outcomes, by ensuring technology and infrastructure is in place to deliver high quality outcomes.

**C** **Description of the Demand / Cost Pressure**  
 Primarily this bid is to support safeguarding the Council's data assets by procuring a recovery facility, in the event that data is lost due to a disastrous event.

**D** **What are the drivers for the demand / cost pressure and what evidence is there**  
 More data is being secured electronically and that brings with it increased risk (in the event of ostensible loss of data), so there is an increased need to provide a recovery facility.

**E** **Beneficial Impact on Service Recipient(s) [if appropriate]**  
 The primary benefit is that, in the event of a major data loss due to a disaster, the Council would be able to recover the data and maintain services.

**F** **What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**  
 There would be no immediate impact, but the council would then face a considerably increased risk, with no mitigating processes in place.

*For Finance Use Only: Pressures Reference GROWTH09*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Finance & Resources

**Service:**

Customer &  
Communications

**Title of Pressures Proposal**

Local Welfare Provision

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	

**B This growth bid supports the following 5 Year Plan Outcome / Enabler:**

Slough will be an attractive place where people choose to live, work and stay

**C Description of the Demand / Cost Pressure**

Local welfare provision was introduced in April 2013 as the DWP removed the majority of budget loans and crisis payments – at that stage they transferred the budget to Local Authorities for 2 years. Initially, when customers were unaware of the transfer, payments were low. But this has now increased considerably. DWP then stopped any further grant payments and it is up to LAs whether they wish to support the service going forward. A Cabinet report in November 2018 provided more background on the situation and how it had developed.

**D What are the drivers for the demand / cost pressure and what evidence is there**

Current usage and demand indicates that ongoing funding is required. Members have indicated to approve the Fund on an annual basis.

**E Beneficial Impact on Service Recipient(s) [if appropriate]**

Local welfare provision is aimed at the most vulnerable in our society to assist them when they have no access to services such as a bed or cooker, or no food or need to travel (for interviews etc.).

**What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

**F** To remove the service or reduce the allocation would see a number of people unable to look after themselves, which is likely to place an additional burden on the Council.

*For Finance Use Only: Pressures Reference GROWTH10*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Children, Learning & Skills

**Service:**

Children’s Social Care

**Title of Pressures Proposal**

Slough Children’s Services Trust bid for demographic and improvement resources (£1.588m).

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	

**This growth bid supports the following 5 Year Plan Outcome / Enabler:**

B Slough children will grow up to be happy, healthy and successful

**Description of the Demand / Cost Pressure**

C A previous Medium Term Financial Strategy report to Cabinet in September noted that Slough Children’s Services Trust (SCST) had informed the Council of a growth bid for 2020/21. This was in addition to the £1.400m growth provided by the Council in 2019/20. The growth bid totalled £2.705m. The Council then initiated a series of “Star Chamber” meetings designed to identify further savings within directorates to fund the Trust’s growth bid (as well as to scrutinise other growth bids). As part of the Star Chamber process the Trust then provided a substantively different set of bids, mainly around growth in demand on placements; increases in staffing to meet demands on services; and legal fees, alongside proposals for additional savings. These bids and savings have subsequently been scrutinised in further meetings with the Trust and representatives from Department for Education. The overall level of funding proposed by the Council reflects those aspects of the revised growth bids considered necessary for funding (£1.188m), plus an additional £400k to bring the level of funding in line with benchmarked expectations. The Trust have indicated that, with this level of funding (plus additional funding from DfE), they can set a balanced budget.

**What are the drivers for the demand / cost pressure and what evidence is there**

D There are various trends and pressures (some of which relate to pressures in previous years which, in the opinion of the Council, should have been dealt with by reprioritising within the



overall budget in previous years), but latest figures from the Trust indicate growing pressures, which is a consistent theme throughout local government currently:

- Total open caseloads have continued to rise, and are currently 15% higher than the case loads at the point of submitting the growth bid (November 2019).
- Multi Agency Safeguarding Hub (MASH) - contacts have increased by 16% over the life of the Trust averaging 1,080 per month to December 2019 compared to 928 per month in 2015/16.
- Child Protection caseloads have on average increased by 25% on last years average through the year, standing at an average of 220 per month in 2019/20 compared to 177 in 2018/19.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

**E** Vulnerable children will be better protected and receive the level of care and support required.

**What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

**F** If the bid was not approved then it is likely that the Trust would be forced into liquidation (as a private company without the resources to meet its liabilities). This would have a negative impact on services to vulnerable children, as current providers may then be reluctant to engage with the Trust (or its successor) and / or the Council to continue delivering services.

*For Finance Use Only: Pressures Reference GROWTH11*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Children, Learning & Skills

**Service:**

Inclusion

**Title of Pressures Proposal**

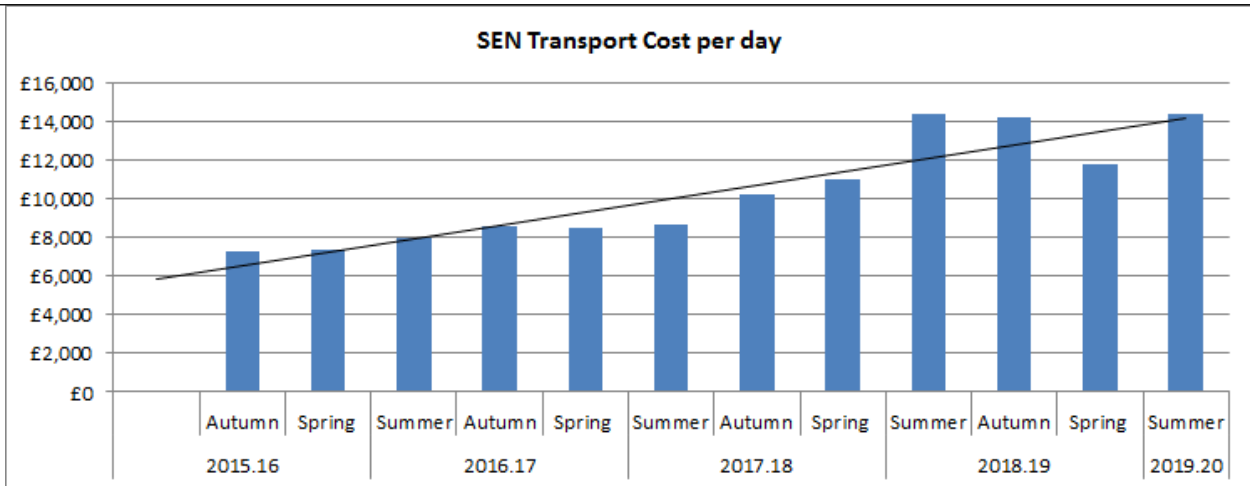
Home to school transport (Demand led service) (£600k)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	
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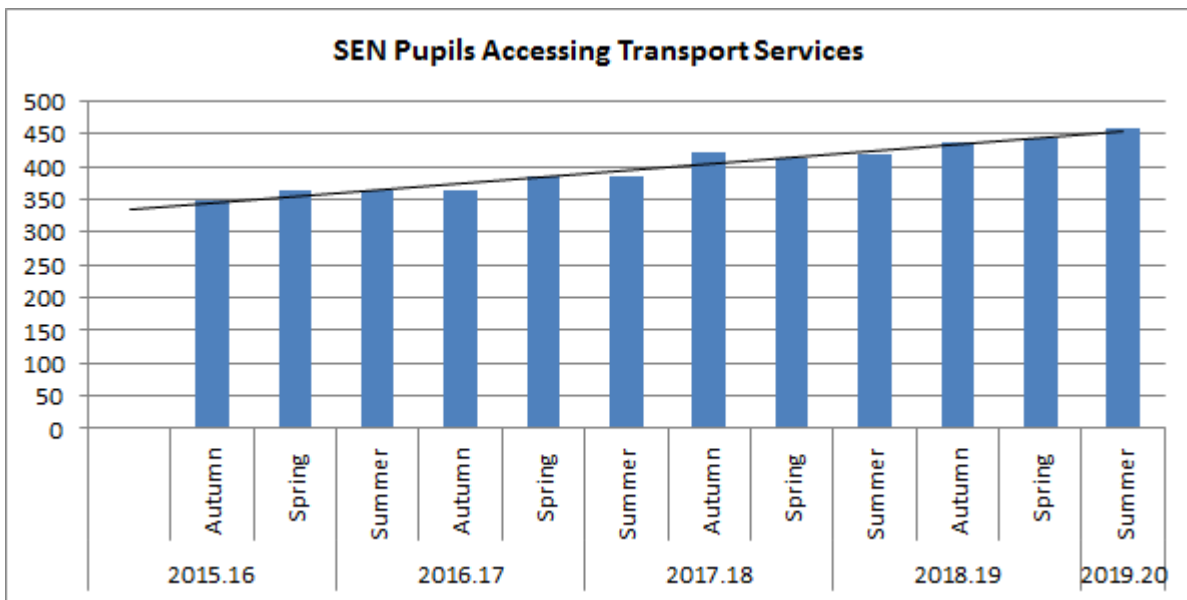
B	<p><b>This growth bid supports the following 5 Year Plan Outcome / Enabler:</b></p> <p>Slough children will grow up to be happy, healthy and successful</p>
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C	<p><b>Description of the Demand / Cost Pressure</b></p> <p>The council has a statutory duty to provide home to school transport to those who live more than 2 miles from school if they are under 8 years old and more than 3 miles if over 8. In addition, pupils with an Education, Health &amp; Care Plan (EHCP) are entitled to transport if they have a physical or medical condition that prevents them walking or using public transport regardless of distance. In practice the vast majority of the Transport budget in Slough is linked to children with Special Educational Needs (SEN). The budget has been consistently overspent in each of the last 4 years, the primary causes being the rapidly increasing numbers of children with SEN and accessibility to suitable local provision.</p>
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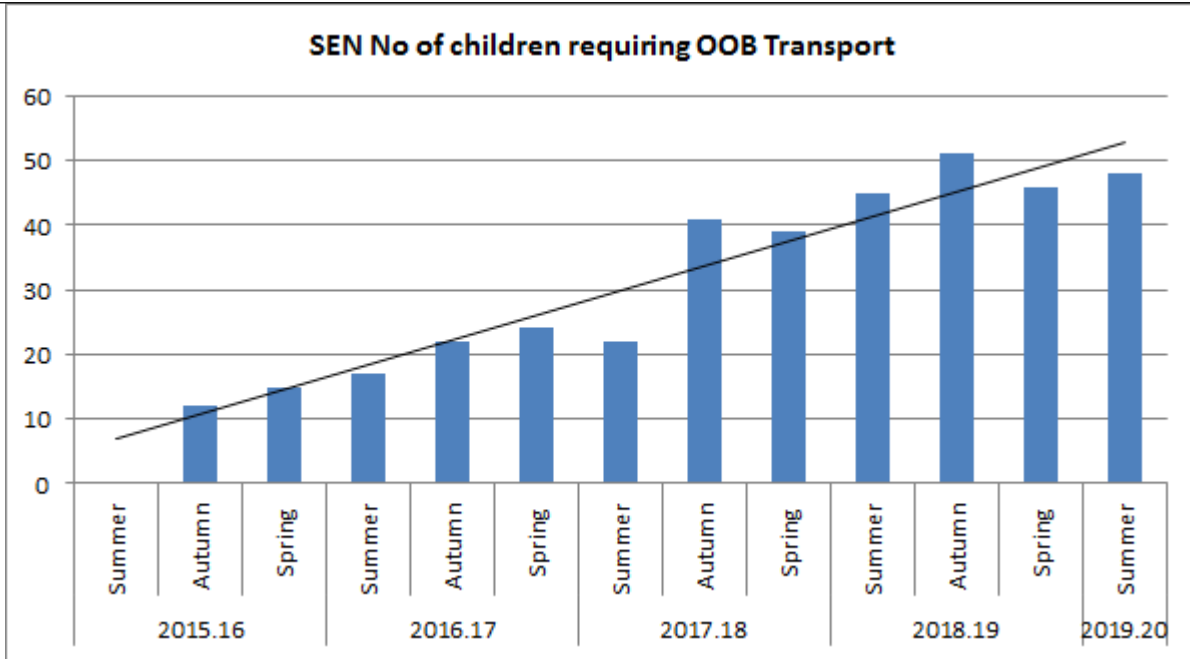
D	<p><b>What are the drivers for the demand / cost pressure and what evidence is there.</b></p> <p>The numbers of schools age children in Slough with an EHCP have increased by 400 (40%) since 2016/17. Children are also presenting with more complex needs and therefore a higher proportion need individual and chaperoned transport. There are also increasing number of Post 16 young people with SEN now entitled to education support, including transport, until they are 25.</p> <p>These demand led increases have doubled the average cost per term since 2015/16, as represented in the graph below.</p>
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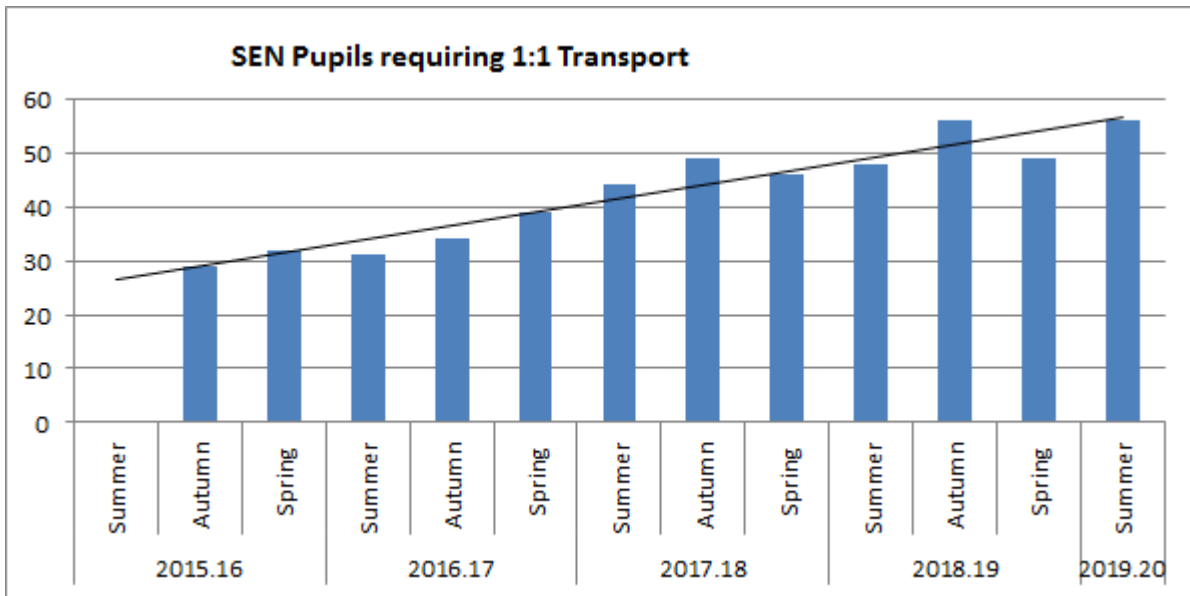
The total number of children accessing transport services has increased in almost every term since 2015/16 and demonstrates a 30% increase as highlighted in the table beneath.



Included within the increases in demand are increases for longer journey's and the proportion of those longer journeys against the total number of contracts. (number of routes) This has increased by 400% over the past 4 years.



The number of SEND pupils who require to travel independently, demonstrated beneath, contributes to the additional costs of providing this service. There has been almost a 100% increase in the number of SEND pupils requiring 1:1 Transport over the past 4 years.



The financial performance of the transport service since 2017.18 is as follows:

Financial Year	Revenue Budget £m	Outturn £m	Variance £m
2017.18	£1.826	£2.354	<b>£0.528</b>
2018.19	£1.826	£3.177	<b>£1.351</b>
2019.20	£2.326	£3.333	<b>£1.007</b>

<b>E</b>	<p><b>Beneficial Impact on Service Recipient(s) [if appropriate]</b></p> <p>See below.</p>
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<b>F</b>	<p><b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b></p> <p>Children with SEN have a statutory right to school transport and whilst the increase in the number of CYP with SEN/EHCPs is real (a national trend), the numbers are often inflated due to a variety of reasons such as:</p> <ul style="list-style-type: none"> <li>• Inefficient statutory assessment processes</li> <li>• The lack of formal, effective independent travel training programmes;</li> <li>• The lack of suitable local provision, both in terms of sufficiency and quality;</li> <li>• The lack of a proactive transport planning methodology and poor commissioning techniques</li> <li>• Transport assessment procedures lacking robustness</li> </ul> <p>The statutory nature of the service and the nature of the service users precludes a quick recovery of the budgetary situation - short term savings are difficult to achieve and are often counter productive. For example, it is difficult to relocate CYP once placed in a specialist setting and it may be 5 or 7 years until the next transition point.</p> <p>The directorate has recognised the need to commence a review of its services but will require additional short term resource to make it happen. The improvements to transport service performance will in part be predicated on changes/improvements to other services.</p> <p>In summary, this growth bid needs to be approved in order for the council to meet its statutory obligations but must be supported by a robust improvement exercise.</p>
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*For Finance Use Only: Pressures Reference GROWTH12*

**2020/21 BUDGET BUILD – SPENDING PRESSURES *PRO FORMA***

**Directorate:**  
Place & Development

Housing (People) Services  
**Service:**

**Title of Pressures Proposal:** Temporary Accommodation Reduction (£870k)

<b>A</b>	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue	*	Capital	
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**B** **This growth bid supports the following 5 Year Plan Outcome / Enabler:**  
 Slough will be an attractive place where people choose to live, work and stay – **Outcome 3**  
 Our residents will live in good quality homes – **Outcome 4**

**C** **Description of the Demand / Cost Pressure: Temporary Accommodation**  
 The projection for 2019 – 20 is that temporary accommodation will overspend by £0.9m. In order to manage down this overspending for next year, a number of things need to happen. As a minimum, the existing budget provision of just over £300k to provide incentive payments to access private sector lettings is insufficient to deliver the target number of 115 in 2019/20. £600k is needed and the existing budget is being augmented by government grants, which may not be available next year.  
 In order to move towards the targets set out for next year and to deliver reductions in temporary accommodation, an additional £870k is required.

**D** **What are the drivers for the demand / cost pressure and what evidence is there**  
 The drivers are multiple but generally, the increases in homelessness approaches have been significant since the introduction of the Homeless Reduction Act 2018, which came into force on 3<sup>rd</sup> April 2018: -  
 April 2017 - March 2018: homelessness approaches – 506  
 April 2018 - March 2019: homelessness approaches – 1,652  
 April 2019 - September 2019: homelessness approaches - 768

**E** **Beneficial Impact on Service Recipient(s) [if appropriate]**  
 Reduced stays in temporary accommodation and permanent settlement

**What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

This is a demand led budget. There are a number of issues impacting on the ability to reduce temporary accommodation numbers: -

- F**
- 1) We need more supply of permanent accommodation – there is no pipeline to talk of and affordable housing units coming out of the planning system are on average 8% over the last 10 years – it should be at least 30%.
  - 2) The process of accessing DHP for customers is clunky. This leads to less people being able to avoid homelessness because of the interpretation of who should get DHP – this should be an effective prevention tool but instead it is a cumbersome process, which stops people helping themselves.
  - 3) Housing Benefit administration adds to the rent arrears problem and we need a HB Officer sitting in the Housing Team to fast-track payments and problems, which private landlords have on a daily basis.

If the bid isn't approved, we will have to manage the demand within existing resources but this is a simple equation issue: If we cannot house people out of temporary accommodation, it becomes a holding area with more and more being held.

*For Finance Use Only: Pressures Reference GROWTH13*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Place & Development

**Service:** Building Management

**Title of Pressures Proposal**

Business rates revaluation and additional maintenance relating to service outlets.

<b>A</b>	<b><i>Please indicate if the proposal is for Revenue or Capital Resources</i></b>	<b>Revenue</b> X	<b>Capital</b>	
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**This growth bid supports the following 5 Year Plan Outcome / Enabler:**

Slough will be an attractive place where people choose to live, work and stay

**B** (and as part of the Council’s vision that “*We make SBC a rewarding place to work, make it easier for people to do their jobs and provide people with opportunities to progress*”).

Regeneration in the Town Centre, increasing footprint by moving 900 staff into the Town Centre offices.

**Description of the Demand / Cost Pressure**

**C** It was anticipated that closing St Martins Place (SMP) HQ would enable us to transfer the full budget to the new HQ at Observatory House (OH). However, final decisions still need to be made to decide the future of this asset in line with the priorities of the Council and achieving best value over the longer term (e.g. whether to develop as Housing or let to the CCG for doctor surgeries etc.). Whilst the Children’s Trust remains located in this building, current running costs still need to be absorbed. When SMP closes and if we revert to the original proposal (transforming this asset into Housing), then there will still be a pressure of c£608k, partly as a result of increased business rate revaluations.

**What are the drivers for the demand / cost pressure and what evidence is there**

**D** As noted above, running costs and the impact of business rate revaluation.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

**E** No immediate direct impact, but indirectly through better provision of services (dependent on further developments of assets).



**What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

- F** Building management /running costs / rates bills will be incurred, so likely to just led to an overspend (unless the asset is closed and staff transferred back to SMP, which would be a retrograde step).

*For Finance Use Only: Pressures Reference GROWTH14*

**2020/21 BUDGET BUILD – SPENDING PRESSURES *PRO FORMA***

**Directorate:**  
**Regeneration**

**Service:** Planning & Transport

**Title of Pressures Proposal**

Delivery of the local Plan (£332k each year for 2 years)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue	y	Capital	
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**This growth bid supports the following 5 Year Plan Outcome / Enabler:**

- B**
- The Planning function is a Statutory provision under the Town and Country Planning Act and supports proposals and projects to meet the 5 year plan, particularly with regard to:
  - Outcome 3: Slough will be an attractive place where people choose to live, work and stay
  - Outcome 4: Our residents will live in good quality homes
  - Outcome 5: Slough will attract, retain and grow businesses and investment to provide opportunities for our residents

**Description of the Demand / Cost Pressure**

**C**

<b>Key Milestones:</b> (as in LDS April 2019) and Proposed Revision
Evidence Base preparation - 2015 ongoing
Call for Sites consultation - January 2016
Issue and Options Consultation- January 2017
<b>Preferred Option Consultation July 2020</b>
<b>Reg 19 Publication Summer 2021</b>
<b>Submission to the Secretary of State -Winter 2021</b>
<b>Independent examination- Spring 2022</b>
<b>Receipt of binding report- Summer 2022</b>
<b>Adoption- Summer 2022</b>

In order to meet the above demands to ensure the Local Plan will be robust and sound at examination in Spring 2022: Demands and costs are:

- Counsel advice during 2020/2021.
- Review and update evidence (including procurement and appointment of specialist consultants) to support of spatial planning issues to enable preferred option consultation 2020 – 2022.

- Collation and analysis of preferred option consultation responses
- Review job specification and grade for GIS officer to ensure plan is spatially compliant and contribute to corporate GIS transformation.
- 2 Principal Planning Officers for 2 years.

This a total cost of £665k over 2 years, split equally for funding purposes (any unspent resources at the end of 2020/21 to be ring fenced and carried forward into 2021/22)

**What are the drivers for the demand / cost pressure and what evidence is there**

**D**

It is a statutory requirement to have an Adopted Local Plan for Slough. MHCLG are regularly asking why our Local Plan has not progressed. We have explained to MHCLG the reason why local plan has not been progressed to date is that it is closely linked to issues for Heathrow R3. The DCO process for Heathrow R3 is expected to take place in calendar year 2020.

The Local Plan as it progresses will provide certainty for developers to invest which meet our objectives in the 5 year plan.

If there is no local plan, this will result in unsustainable development across the Borough.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

**E**

Adoption of Local Plan will enable delivery of key regeneration projects to provide outcomes as outlined in A above.

**What is the impact of not approving this bid (and what will the service then do to fund the pressure)?**

**F**

Failure to have an adopted local plan will have detrimental impact causing 3 key objectives in the 5 year plan not being achieved.

Risk to the operation of the Spectrum Mapping service used across the council

Risk to statutory duties to notify the Government of monitoring statistics such as housing supply

*For Finance Use Only: Pressures Reference GROWTH15*

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**  
 Regeneration

**Service:** Economic Development

**Title of Pressures Proposal**

Town Centre staff and BID levy contribution (£190k)

A	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue X		Capital	

**This growth bid supports the following 5 Year Plan Outcome / Enabler:**

- B**
- Slough will be an attractive place where people choose to live, work and stay
  - Slough will attract, retain and grow business and investment to provide opportunities for our residents

**Description of the Demand / Cost Pressure**

**C** £35k contribution to the Business Improvement district (BID) levy for 5 years. Plus investment in service reorganisation - a growth in the base budget for Economic Development of £155,000 to permanently fund 3 posts: Centre of Town Manager; Inward Investment Officer; and, Town Centres Officer.  
 When this growth supplements the current base budget in Economic Development, then the service becomes more robust, can recruit and deliver at greater capacity.

**What are the drivers for the demand / cost pressure and what evidence is there**

**D** Service improvements, as outlined above.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

- E**
- Increased staff capacity to maximise opportunities
  - Ability to spend capital better and in a more timely manner, due to increased capacity
  - Ability to manage and relationship build with the BID
  - Ability to implement and deliver the Inclusive Growth Strategy
  - Ability to identify external funding opportunities to bring in further income for projects

<b>F</b>	<b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b> Lost opportunities as outline above (in E)
<i>For Finance Use Only: Pressures Reference GROWTH16</i>	

**2020/21 BUDGET BUILD – SPENDING PRESSURES PRO FORMA**

**Directorate:**

Transformation

**Service:** Strategy & Performance

**Title of Pressures Proposal**

Investment in strategic planning and performance management (3100k)

	<i>Please indicate if the proposal is for Revenue or Capital Resources</i>	Revenue	X	Capital	
<b>A</b>					

**This growth bid supports the following 5 Year Plan Outcome / Enabler:**

**B** The service is a corporate function that enables the council to deliver its objectives (hence on all strategic outcomes)

**Description of the Demand / Cost Pressure**

**C** Growth bid of £100k to rectify the staffing position and to delete the historic income target. The service has had an ongoing projected overspend since 2018/19 as a result of:

- £73k Service Lead saving
- £27k historic income target

The Service Lead has highlighted that the cost of the Service Lead was not included in original budget following deletion of Assistant Director post for Strategy & Engagement.

**What are the drivers for the demand / cost pressure and what evidence is there**

**D** Ongoing capacity issue dating back to deletion of Assistant Director role and creation of new Service Leads has meant there is insufficient ongoing capacity to invest in the strategic planning and performance management agenda needed to underpin the Council's transformation plans.

**Beneficial Impact on Service Recipient(s) [if appropriate]**

**E** Fixes historic budget constraint on capacity to support improvement.

<b>F</b>	<b>What is the impact of not approving this bid (and what will the service then do to fund the pressure)?</b>  Ongoing overspend
<i>For Finance Use Only: Pressures Reference GROWTH17</i>	

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