Consolidated Pack of EIAs Budget Savings 2023/24 Scrutiny Meeting 2/2/2023

The following pages contain the EIA assessments of the proposals being put forward in respect of the additional savings for Strategy & Transformation, Finance & Commercial and other Cross-Council savings. Below is an index of each proposal and the pages on which the EIA for each proposal appears.

Proposal reference	Proposal name	Page number
RES-2324-53	Reduction in Services and Efficiencies (S&T)	2-8
RES-2324-51	Revenues & Benefits Agency Savings (F&C)	9 – 15
RES-2324-58	Minimum Revenue Provision (F&C)	16 - 22
X-2324-26	Fees & Charges (Cross-council)	23 – 29
X-2324-54	Review of Strategic Commissioning	30 – 36
	(Cross-council)	
X-2324-57	Support Services (Cross-council)	37 – 43
	RAG rating guide	44

EQUALITY IMPACT ASSESSMENT TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:	
(delete as applicable – see Appendix A)	

SECTION 1:

Title	Reduction in services and efficiencies – Strategy & Transformation directorate
 What are you analysing? What is the policy/project/activity/strategy looking to achieve? Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	Directorate wide savings
Date sent to Finance	18 Jan 2023
Version number and date of update	001

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	 Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes. Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal 						
	How many people use the service currently? What is this as a % of Slough's population? Gender						
	Race						
	Disability						
	Sexual orientation						
	Age						
	Religion or belief						
2.2 Ave there any groups	Corporate consider support the whole	s council and deliver the universal front door					
2.2 Are there any groups with protected characteristic that are overrepresented in the	Corporate services support the whole council and deliver the universal front door in person and the phone and online so all the council's residents are potentially impacted by changes.						
monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.	Final planning needs to take place and so it is not possible to say whether a full EIA needs to take place at this time						

Are there any groups th protected				
aracteristics that are				
derrepresented in the				
enitoring information				
ative to their size of				
e population? If so, this				
uld indicate that the				
vice may not be				
ressible to all groups or				
re may be some form				
direct or indirect				
crimination occurring.				
Does the project, policy or proposa	I have the pot	ential to dispropo	ortionately impact	on people wit
protected characteristic? If so, is the				опреоріе пт
	<u> </u>			
	None	Positive	Negative	Not sure
Men or women				
People of a particular race or				
ethnicity (including refugees,				
asylum seekers, migrants and				
gypsies and travellers)				
Disabled ¹ people (consider				
different types of physical,	<u> </u>	_		
learning or mental disabilities)				
People of particular sexual				
orientation/s		<u>—</u>	<u>—</u>	
People in particular age groups				
(consider in particular children,				
under 21s and over 65s)				
People who are intending to				
undergo, are undergoing or				
have undergone a process or				
part of a process of gender				
reassignment				
Impact due to pregnancy/		_		
Impact due to pregnancy/				
Impact due to pregnancy/ maternity				
Impact due to pregnancy/ maternity People of particular faiths and				

 $^{^{1}}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

RES-2324-53

2.5	Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal
	Yes No 🖂
2.6	Provide brief reasons on how have you come to this decision?
	At this stage the proposals are still being finalised and so consideration of a full EIA will need to take place at a later date.

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?		Negative impact? If	No specific	If the impact is negative how can it be mitigated?	What , if any, are the cumulative effects of this decision when viewed in	
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	Please specify any mitigation measures and how and when they will be implemented	the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

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INLO ZJZA JJ								
Protected Group		Positive impact?			No specific	What will the impact be? If the impact is negative how	What are the cumulative of effects	
		Eliminate discrimination	Advance equality	Good relations	Negative impact?	impact	can it be mitigated? (action)	
Sexual Orientation	Lesbian, gay men, bisexual							
	Older people (50+)							
Age	Younger people (16 - 25)							
Gender Reass	Gender Reassignment							
Impact due to pregnancy/maternity								
Groups with particular faiths and beliefs								
People on low incomes								

SECTION 4: ACTION PLAN

4.1 Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter additional rows if required						

EQUALITY IMPACT ASSESSMENT TEMPLATE

PLEASE ENSURE YOU READ THE GUIDANCE NOTES BEFORE COMPLETING THIS TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

SECTION 1:

Title	RES-2324-51				
	Agency Savings				
 What are you analysing? What is the policy/project/activity/strategy looking to achieve? Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	A saving of £450k is deemed to be feasible through the move to provide agency resources processing Revenues and Benefits through the Tower Hamlet's Framework rather than through Matrix from 1 April 2023, and the reduction in overall agency resources from 1 October 2023 due to the new				
Details of the lead person completing the screening/EIA	 (i) Full Name: Andy Jeffs (ii) Position: Interim Head of Transactions - Revenues, Benefits and Charges (iii) Service Area: Finance (iv) Email Contact Details: andy.jeffs@slough.gov.uk (v) Date: 29/11/2022 				
Date sent to Finance	November 2022				
Version number and date of update	V1				
V ''' I I I I I I I I I I I I I I I I I					

You will need to update your EIA as you move through the decision-making process. Record the version number here and the date you updated the EIA. Keep all versions so you have evidence that you have considered equality throughout the process. However <u>only</u> the most updated version will be saved in the Equalities SharePoint folder.

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	 Please provide an overview of who uses/will use your service or facility are identify who are likely to be impacted by the proposal If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes. Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal 								
	Equality Characteristic	Current or expected make up of service users	Over-represented or Under-represented relative to overall size in local population?						
	Gender	N/A	N/A						
	Ethnicity	N/A	N/A						
	Disability	N/A	N/A						
	Sexual orientation	N/A	N/A						
	Age	N/A	N/A						
	Religion or belief	N/A	N/A						
	Gender Identity	N/A	N/A						
	Pregnancy/Maternity	N/A	N/A						
	Marriage/Civil Partnership	N/A	N/A						

with chara over mon relat the property dispression the control on the characteristics.	protected acteristic that are represented in the itoring information ive to their size of copulation? If so, this d indicate that the cosal may have a coportionate impact his group even if it is a tersal service.				rs, whether residen y as a consequence		
with chara under mon relat the process access there of diagrams.	protected acteristics that are errepresented in the itoring information ive to their size of copulation? If so, this d indicate that the ce may not be essible to all groups or e may be some form rect or indirect imination occurring.	No, see 2.2	above				
2.4	Does the project, polic				ortionately impact	on people with a	
2.4	Does the project, polic protected characteristic				ortionately impact	on people with a	
2.4					Negative	on people with a	
2.4			he impact posi	tive or negative?			
2.4	Men or women People of a particular	race or	he impact posi	tive or negative?			
2.4	Men or women People of a particular ethnicity (including re	race or efugees,	he impact posi	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migra	race or efugees,	he impact posi	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers)	race or efugees, ants and	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled² people (con	race or efugees, ants and	he impact posi	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled² people (condifferent types of phy	race or efugees, ants and es)	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental disabled)	race or efugees, ants and si) nsider vsical, sabilities)	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispeople of particular seekers)	race or efugees, ants and si) nsider vsical, sabilities)	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispeople of particular secondentation/s	race or efugees, ants and es) nsider rsical, sabilities) exual	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispeople of particular seekers)	race or efugees, ants and s) assider vsical, sabilities) exual	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispendent or particular second orientation/s People in particular agents.	race or efugees, ants and escapilities) exual	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispeople of particular secondination/s People in particular acconsider in particular acconsider in particular	rrace or efugees, ants and es) esider esical, esabilities) exual ge groups r children, 5s)	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragypsies and travellers Disabled ² people (condifferent types of phylearning or mental dispeople of particular sorientation/s People in particular again (consider in particular again under 21s and over 65)	race or efugees, ants and s) assider vsical, sabilities) exual ge groups r children, 5s) ding to	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including reasylum seekers, migragysies and travellers) Disabled people (condifferent types of phylearning or mental dispendent of particular serientation/s People in particular accommission partic	race or efugees, ants and es) assider escal, sabilities) exual ge groups r children, 5s) ding to bing or	None	tive or negative?			
2.4	Men or women People of a particular ethnicity (including re asylum seekers, migra gypsies and travellers Disabled² people (condifferent types of phy learning or mental dis People of particular so orientation/s People in particular as (consider in particular under 21s and over 65) People who are intended and ergo, are undergohave undergone a propart of a process of g	rrace or efugees, ants and es) esider esical, esabilities) exual ge groups r children, 5s) ding to bing or occess or	None	tive or negative?			
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 $^{^{2}}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

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	People of particular faiths and beliefs					
	People on low incomes	\boxtimes				
	If any of the answers to the quest detailed impact assessment.	ions above is,	"negative" or "un	clear" you will nee	d to undertake a	
2.5	Based on your responses, shoul	d a full, detail	ed EIA be carried c	out on the project,	policy or proposal	
	Yes No 🖂					
2.6	Provide brief reasons on how ha	ive you come	to this decision?			
	There are no impacts on any resi result of this proposed saving.	dents or servio	ce users, whether c	of a protected chara	acteristic or not, as	а

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?		Negative impact? If	No specific	If the impact is negative how can it be mitigated?	What , if any, are the cumulative effects of this	
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	Please specify any mitigation measures and how and when they will be implemented	decision when viewed in the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?			No specific	What will the impact be? If the impact is negative how	What are the cumulative of effects	
		Eliminate discrimination	Advance equality	Good relations	Negative impact?	impact	can it be mitigated? (action)	
Sexual Orientation	Lesbian, gay men, bisexual							
A = 0	Older people (50+)							
Age	Younger people (16 - 25)							
Gender Reass	ignment							
Impact due to	pregnancy/maternity							
Groups with p	particular faiths and beliefs							
People on low	incomes							

SECTION 4: ACTION PLAN

4.1 Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter requir	additional rows if red						

EQUALITY IMPACT ASSESSMENT TEMPLATE

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Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

SECTION 1:

Title	RES-2324-58 MRP saving				
What are you analysing? • What is the	Treasury Management Strategy				
policy/project/activity/strategy looking to achieve?	The Council as a whole				
 Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	Reduction of £5.500m in MRP for 2023/24 compared with estimate at August 2022				
Details of the lead person completing the	(vi) Full Name: Peter Worth				
screening/EIA	(vii) Position: Finance Lead Technical Advisor				
	(viii) Service Area: Corporate Finance				
	(ix) Email Contact Details: peter.worth@slough.gov.uk				
	(x) Date: 25/1/23				
Date sent to Finance	25/1/2				
Version number and date of update	Version 1 as at 25/1/23				

You will need to update your EIA as you move through the decision-making process. Record the version number here and the date you updated the EIA. Keep all versions so you have evidence that you have considered equality throughout the process. However <u>only</u> the most updated version will be saved in the Equalities SharePoint folder.

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	Please provide an overview	of who uses/will use y	your service or facility and						
	identify who are likely to be	impacted by the proposal							
	 If you do not formally 	collect data about a parti	cular group then use the						
	results of local survey	s or consultations, census	data, national trends or						
	anecdotal evidence (indicate where this is the case). Please attempt to								
	complete all boxes.								
	Consider whether there is a need to consult stakeholders and the public,								
	including members of	f protected groups, in orde	er to gather information on						
	potential impacts of t	he proposal							
	Equality Characteristic	Current or expected	Over-represented or						
		make up of service	Under-represented						
		users	relative to overall size						
			in local population?						
	Gender	N/A	N/A						
		21/2	10.70						
	Ethnicity	N/A	N/A						
	Disability	N/A	N/A						
			1						
	Sexual orientation	N/A	N/A						
	Age	N/A	N/A						
	Religion or belief	N/A	N/A						
	Gender Identity	N/A	N/A						
	dender identity	I W/ / C	14/7						
	Pregnancy/Maternity	N/A	N/A						
	Marriage/Civil Partnership	N/A	N/A						
	wiai i iage/Civii Partifership	IN/A	IN/A						

2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even If It is a universal service. 2.3 Are there any groups with protected characteristics that are underrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring. 2.4 Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, is the impact positive or negative? Men or women	224	na Alamana	N1/A					
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Impact due to pregnancy/	there of dii discr	Men or women People of a particular ethnicity (including re asylum seekers, migra gypsies and travellers Disabled³ people (cordifferent types of phylearning or mental dispeople of particular sorientation/s People in particular a (consider in particular a (consider in particular under 21s and over 6 People who are intenundergo, are undergo have undergone a pro	r race or efugees, ants and s) nsider ysical, sabilities) exual ege groups r children, (5s) nding to ping or occess or	None	tive or negative?			
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 $^{^{3}}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

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beliefs			
People on low incomes*			
*People with in some equality growomen), people with disabilities, you are looking at fees, charges a	some ethnic m	inority groups etc	• •

2.5	Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal
	Yes No 🖂
2.6	Provide brief reasons on how you have come to this decision?
	This is purely a financial issue relating to the calculation of the amount to be charged to council tax for debt charges. It has no direct impact on the delivery of services.

If the answer in 2.5 above is "No" then sections 3 and 4 are not required to be completed.

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?		Negative impact? If	No specific	If the impact is negative how can it be mitigated?	What , if any, are the cumulative effects of this	
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	Please specify any mitigation measures and how and when they will be implemented	decision when viewed in the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

Protected Group		Positive impact?				No specific	What will the impact be? If the impact is negative how	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations	Negative impact?	impact	can it be mitigated? (action)	
Sexual Orientation	Lesbian, gay men, bisexual							
A.50	Older people (50+)							
Age	Younger people (16 - 25)							
	Children (under 16)							
Gender Reass	ignment							
Impact due to pregnancy/maternity								
Groups with particular faiths and beliefs								
People on low	incomes							

SECTION 4: ACTION PLAN

4.1 Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter additional rows if required						

EQUALITY IMPACT ASSESSMENT TEMPLATE

PLEASE ENSURE YOU READ THE GUIDANCE NOTES BEFORE COMPLETING THIS TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:

(delete as applicable – see Appendix A)

SECTION 1:

Title	Fees and Charges increase
 What are you analysing? What is the policy/project/activity/strategy looking to achieve? Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	The Council's financial situation has been well documented recently and significant savings need to be delivered in order to bring the council back to financial stability. This is not restricted to reductions in expenditure as the council also has the ability to raise income. This is an important dynamic to the Council's budget as it needs to be able to cover the cost base needed to deliver the services for which fees and charges are raised, and this cost base is increasing each year due to inflationary pressures.
	It is anticipated that the exercise will generate a saving in the region of £0.9m across all areas in which the council has control in setting fees and charges.
Details of the lead person completing the	(i) Full Name: Steve Muldoon
screening/EIA	(ii) Position: Deputy Director, Finance & Commercial
	(iii) Unit: Finance
	(iii) Contact Details: steve.muldoon@slough.gov.uk
Date sent to Finance	September 2022
Version number and date of update	V1

You will need to update your EIA as you move through the decision-making process. Record the version number here and the date you updated the EIA. Keep all versions so you have evidence that you have considered equality throughout the process. However <u>only</u> the most updated version will be saved in the Equalities SharePoint folder.

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	 Please provide an overview of who uses/will use your service or fact identify who are likely to be impacted by the proposal If you do not formally collect data about a particular group then use results of local surveys or consultations, census data, national trend anecdotal evidence (indicate where this is the case). Please attemp complete all boxes. Consider whether there is a need to consult stakeholders and the princluding members of protected groups, in order to gather information potential impacts of the proposal 				
	How many people use the service currently? What is this as a % of Slough's population? Gender	N/A			
	Race	N/A			
	Disability	N/A			
	Sexual orientation	N/A			
	Age	N/A			
	Religion or belief	N/A			
2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.	services which concentrate on limite groups with protected characteristic charged for is discretionary. Furthermore, many of the fees and	by the council do not contain any specific ed sectors of the population in which any cs are overrepresented. Use of the services charges in existence are focused on the ts, such as trade licences and construction			

derrepresented in the point or in the lative to their size of e population? If so, this			
uld indicate that the			
rvice may not be			
cessible to all groups or			
ere may be some form			
direct or indirect			
crimination occurring. Does the project, policy or p			
Does the project, policy or p protected characteristic? If s		Negative	Not sure
Men or women			
People of a particular race	or 🛛		
ethnicity (including refugee			
asylum seekers, migrants a	nd		
gypsies and travellers)			
Disabled ⁴ people (consider			
different types of physical,			
learning or mental disabiliti	ies)		
People of particular sexual			
orientation/s			
People in particular age gro	· —		
(consider in particular child	lren,		
under 21s and over 65s)			
People who are intending t			
undergo, are undergoing or			
have undergone a process			
part of a process of gender	ſ		
reassignment			
Impact due to pregnancy/			
Impact due to pregnancy/ maternity	and M		
Impact due to pregnancy/ maternity People of particular faiths a	and 🖂		
Impact due to pregnancy/ maternity	and 🖂		

 $^{^4}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

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2.5	Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal
	Yes No 🖂
2.6	Provide brief reasons on how have you come to this decision?
	Increases in fees and charges are generally applied each year to ensure cost recovery and to keep pace with inflationary effects. No equality impacts have been identified in this annual exercise. The fees and charges impact business rather than individuals in a number of cases and where they are consumer facing there is no restriction as to who may or may not utilise and pay for services, and there is freedom for people to choose whether to use the services or not, hence there is no inequality arising from changes in pricing.

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?		Negative impact? If	No specific	If the impact is negative how can it be mitigated?	What , if any, are the cumulative effects of this decision when viewed in	
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	Please specify any mitigation measures and how and when they will be implemented	the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

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Protected Group		Positive impact?			No specific impact	What will the impact be? If the impact is negative how	What are the cumulative of effects	
		Eliminate discrimination	Advance equality	Good relations	Negative impact?	Impact	can it be mitigated? (action)	
Sexual Orientation	Lesbian, gay men, bisexual							
A = 0	Older people (50+)							
Age	Younger people (16 - 25)							
Gender Reass	ignment							
Impact due to pregnancy/maternity								
Groups with particular faiths and beliefs								
People on low	incomes							

SECTION 4: ACTION PLAN

4.1	Complete the action plan if	f you need to reduce or remove the r	negative impacts you h	nave identified, take steps to f	oster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter additional rows if required						

EQUALITY IMPACT ASSESSMENT TEMPLATE

PLEASE ENSURE YOU READ THE GUIDANCE NOTES BEFORE COMPLETING THIS TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:
elete as applicable – see Appendix A)

SECTION 1:

Title	X-2324-54 Review of Strategic Commissioning
 What are you analysing? What is the policy/project/activity/strategy looking to achieve? Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	A review of strategic commissioning to both reduce costs and make better use of resources to deliver outcomes through improved commissioning practice
Details of the lead person completing the screening/EIA	(ii) Full Name: Sarah Hayward(ii) Position:(iii) Unit: COO
	(iii) Contact Details:
Date sent to Finance	9/1/2023
Version number and date of update	
V1 – 9 Jan 2023	

X-2324-54

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	 Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes. Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal 								
	How many people use the service currently? What is this as a % of Slough's population? Gender	See boxes 2.5/2.6 below							
	Race								
	Disability Sexual orientation								
	Age Religion or belief								
2.2 Are there any groups with protected characteristic that are	See boxes 2.5/2.6 below								
overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a									
disproportionate impact on this group even if it is a universal service.									

may not be ble to all groups or				
ible to all groups or				
may be some form				
ect or indirect				
nination occurring.				
Does the project, policy or propos	al have the pot	ential to dispropo	ortionately impact	on people w
protected characteristic? If so, is t	ne impact posit	tive or negative?		
				_
	None	Positive	Negative	Not sure
Men or women				
People of a particular race or				
ethnicity (including refugees, asylum seekers, migrants and				
gypsies and travellers)				
Disabled ⁵ people (consider		П		
different types of physical,				
learning or mental disabilities)				
People of particular sexual				
orientation/s				
People in particular age groups				
(consider in particular children,				
under 21s and over 65s) People who are intending to				
undergo, are undergoing or				
have undergone a process or				
part of a process of gender				
reassignment				
Impact due to pregnancy/				
maternity				
People of particular faiths and				
People of particular faiths and beliefs People on low incomes				

 $^{^{5}}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

2.5	Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal
	Yes No
2.6	Provide brief reasons on how have you come to this decision?
	Commissioned services are used for groups with protected characteristics, particularly age, mental and physical health and it is likely that some services are also disproportionately used by people with other protected characteristics.
	At this stage the services included are subject to a diagnostic only and decisions about what savings to implement when will be taken later. Proposals affecting specific services and/or user groups will need to be subject to full EIAs prior to any decision to proceed to implementation. These impacts will be brought back through officer and member decision making as appropriate.
	It is not possible to undertake meaningful equalities impact assessments prior to the completion of the diagnostic.

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If	No specific	If the impact is negative how can it be mitigated? Please specify any	What , if any, are the cumulative effects of this decision when viewed in
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	mitigation measures and how and when they will be implemented	the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

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Protected Gr	oup	Eliminate discrimination	Positive imp Advance equality	Good relations	Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action)	What are the cumulative of effects
Sexual Orientation	Lesbian, gay men, bisexual							
Ago	Older people (50+)							
Age	Younger people (16 - 25)							
Gender Reass	ignment							
Impact due to	pregnancy/maternity							
Groups with p	particular faiths and beliefs							
People on low	<i>i</i> incomes							

SECTION 4: ACTION PLAN

4.1 Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter additional rows if required						

EQUALITY IMPACT ASSESSMENT TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

SUMMARY RAG RATING

The outcome of this EIA has been assessed to be:

(delete as applicable – see Appendix A)

SECTION 1:

Title	Support services harmonisation
 What are you analysing? What is the policy/project/activity/strategy looking to achieve? Who is it intended to benefit? Are any specific groups targeted by this decision? What results are intended? 	TUPE Transfer of support staff (Finance, HR, data analysts and IT) from SCF to SBC
Details of the lead person completing the screening/EIA	(iii) Full Name: Sarah Hayward(ii) Position: ED Strategy and Improvement(iii) Unit: Strategy and Improvement(iii) Contact Details:
Date sent to Finance	
Version number and date of update	1

You will need to update your EIA as you move through the decision-making process. Record the version number here and the date you updated the EIA. Keep all versions so you have evidence that you have considered equality throughout the process. However <u>only</u> the most updated version will be saved in the Equalities SharePoint folder.

SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be proportionate to the nature of the project/policy in question and its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	 Please provide an overview of who uses/will use your service or facility and identify who are likely to be impacted by the proposal If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence (indicate where this is the case). Please attempt to complete all boxes. Consider whether there is a need to consult stakeholders and the public, including members of protected groups, in order to gather information on potential impacts of the proposal 									
	How many people use the service currently? What is this as a % of Slough's population? Gender Race Disability Sexual orientation Age Religion or belief									
2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information relative to their size of the population? If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service.										

Are there any groups				
h protected				
racteristics that are				
lerrepresented in the				
nitoring information				
tive to their size of				
population? If so, this				
old indicate that the				
vice may not be				
ressible to all groups or				
re may be some form				
direct or indirect				
crimination occurring.				
Does the project, policy or proposa			ortionately impact	on people with a
protected characteristic? If so, is the	ne impact posit	ive or negative?		
	None	Positive	Negative	Not sure
Men or women				
People of a particular race or				
ethnicity (including refugees,				_
asylum seekers, migrants and				
gypsies and travellers)				
Disabled ⁶ people (consider				
different types of physical,		_	<u>—</u>	
learning or mental disabilities)				
People of particular sexual				
orientation/s				
People in particular age groups				
(consider in particular children,				
under 21s and over 65s)				
People who are intending to				
undergo, are undergoing or	_	_		
have undergone a process or				
part of a process of gender				
part of a process of gender reassignment				
11.				
reassignment				
reassignment Impact due to pregnancy/				
reassignment Impact due to pregnancy/ maternity				
reassignment Impact due to pregnancy/ maternity People of particular faiths and				

 $^{^{6}}$ Disability discrimination is different from other types of discrimination since it includes the duty to make reasonable adjustments.

2.5	Based on your responses, should a full, detailed EIA be carried out on the project, policy or proposal
	Yes No 🗵
2.6	Provide brief reasons on how have you come to this decision?
	This is a straight TUPE transfer of staff from a wholly owned council company in to the council. They will be doing the same tasks under the same terms and conditions, from the same job location (hybrid home and office) there is no equalities impact as staff are not materially impacted

SECTION 3: ASSESSING THE IMPACT

In order to be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified. You may wish to further supplement the evidence you have gathered using the table below in order to properly consider the impact.

Protected Group		Positive impact?			Negative impact? If	No specific	If the impact is negative how can it be mitigated? Please specify any	What , if any, are the cumulative effects of this decision when viewed in
		Eliminate	Advance equality	Good relations	so, please specify the nature and extent of that impact	impact	mitigation measures and how and when they will be implemented	the context of other Council decisions and their equality impacts
Gender	Men							
Gender	Women							
	White							
	Mixed/Multiple ethnic groups							
	Asian/Asian British							
Race	Black/African/Caribbean/ Black British							
	Gypsies / travellers							
	Other ethnic group							
	Physical							
	Sensory							
Disability	Learning Difficulties							
	Learning Disabilities							
	Mental Health							

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Protected Group		Positive impact?				No specific	What will the impact be? If the impact is negative how	What are the cumulative of effects
		Eliminate discrimination	Advance equality	Good relations	Negative impact?	impact	can it be mitigated? (action)	
Sexual Orientation	Lesbian, gay men, bisexual							
4.50	Older people (50+)							
Age	Younger people (16 - 25)							
Gender Reass	gnment							
Impact due to	Impact due to pregnancy/maternity							
Groups with p	Groups with particular faiths and beliefs							
People on low	incomes							

SECTION 4: ACTION PLAN

4.1 Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.

NB. Add any additional rows, if required.

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
Enter additional rows if required						

Appendix A Equality Impact Assessment Decision Rating Guide PLEASE SEE PAGE 1 FOR THE RATING OF EACH PROPOSAL

Decision	Action	Risk
As a result of performing the EIA, there is a risk that a disproportionately negative impact (direct, indirect, unintentional or otherwise) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. It is not clear if mitigating actions are possible.	Further advice should be taken	Red
As a result of performing the EIA, there is a risk that a disproportionately negative impact (as described above) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. However, this risk may be removed or reduced by implementing mitigating actions.	Proceed pending agreement of mitigating action	Amber
As a result of performing the EIA, the proposal does not appear to have any disproportionate negative impact on people who share a protected characteristics or anticipated impacts will be either positive or neutral.	Proceed	Green: