

## **Appendix G**

### **(Draft) Equality Impact Analysis (EIA) of main budget proposals for 2017/18**

#### **1. Overview and Summary**

The Council is obliged to set a balanced budget and Council Tax charge in accordance with the Local Government Finance Act 1992. The purpose of this EIA is to assess the main items in the budget that will be proposed to Full Council on 22 February 2017.

For 2017/2018, a balanced budget is proposed, based on various growth areas, efficiency savings, fees and reserves. On the basis of that budget, the Council proposes to freeze Council Tax. Further information is set out in the accompanying Report.

A public authority must, in the exercise of its functions, comply with the requirements of the Equality Act 2010 and in particular section 149 (the Public Sector Equality Duty). This EIA is intended to assist the Council in fulfilling its public sector equality duty ("PSED"). It assesses, so far as is possible on the information currently available, the equality impact of the budget, including the proposal to freeze Council Tax. The requirements of the PSED and case law principles are explained in the Legal Implications section of the report to Full Council. The Equality Implications section of that report is informed by this analysis.

#### **2. Methodology**

The analysis looks, first, at the impact of Council Tax remaining at the current level and, secondly, at the budget on which that decision is based. It is not, however, feasible or appropriate to carry out detailed EIAs of all the individual proposed policy decisions on which the budget is based at this stage. Detailed EIAs will be carried out of policy decisions that have particular relevance to the protected groups prior to any final decision being taken to implement those policy decisions. This will happen throughout 2017/18 as part of the Council's decision-making process, and changes will be made where appropriate.

The aim in this document is to identify the elements of the budget that may have a particular adverse or a particular positive impact on any protected group so that these can be taken into account by the Council when taking a final decision on the budget and the level of Council Tax. Generally, it is not possible at this stage, and prior to any detailed EIA, to identify measures that will mitigate the adverse effects of any particular policy decision, although where this is possible mitigating measures are identified at the appropriate point in this document.

### 3. Analysis of the impact of Council Tax remaining at current level

It is proposed that council tax remains at its current level for 2017/18 which means that there is no new impact resulting from the setting of council tax for this budgetary year, either positive or negative. The government allows local authorities to raise council tax by up to 4.99% of which 3% would have to be ring fenced for spending on social care ("the social care precept"). Beyond 4.99%, with 3% ring-fenced, then a referendum would need to be held. Which means that the Council needs to assess the impact of not taking the option of an additional precept. Were the Council to do so up to the 3% maximum allowed for 2017/18, it would mean that the Council would have £1.65m additional income ring-fenced for spending on adult social care (ASC).

Users of ASC services comprise customers with physical support, learning disability and mental health needs and their carers. Based on the latest population data (please see Appendix 1), 20% of the Borough population have a long term health condition or disability and 9% of the population are above 65.

Data from SALT returns shows 45% of those receiving long term services at end of March 2016 were in the 18-64 age range and 55% were over 65. For short term services the figures are 17% in the 18-64 age range and 83% were over 65. The combined figures were 27% in the 18-64 age range and 73% were over 65.

69% of carers assessed by the Council are women carers (whereas only 51% of the population as a whole is female), so carers are disproportionately more likely to be female. For ASC residential and nursing placements and for community based services, 38% of customers are from Black, Asian, mixed or other ethnicity groups, 60% of customers are White and 2% remain unclassified. This is based on published information in the Short and Long Term Care return. In contrast, data from the 2011 Census indicates that the proportion of Black, Asian, mixed or other ethnicity groups in the Borough population as a whole is 32% so these groups are marginally over-represented among service users (as BME groups tend to have poorer health than those from the White ethnic groups, after accounting for age differences). Given that the provision of ASC services in general promotes equality of opportunity for these groups, a decision not to use the social care precept is potentially a decision to forego a chance to promote equality of opportunity for these groups and/or a decision not to avoid a negative impact on these groups.

However, the equality impact analysis of the currently proposed ASC budget, later in this document, shows that the savings that it is proposed to make from the social care services budget are not themselves likely to have any significant adverse impact on any individual service user or carer and the council will continue to meet its statutory duties on the basis of the current budget. The additional £1.65 million which could be raised through the social care precept is not therefore necessary to address any significant adverse impact of the present ASC budget since no such impact has been identified. ASC's proposed budget also incorporates a growth of £2.660m, details of which are set out in paragraph 4.1.5 of this EIA. That growth, which is assessed below to have positive impacts, is achievable without the need to use the social care precept.

An additional £1.65m income could, though, be used for: (i) providing further additional discretionary ASC services; and/or (ii) meeting any non-anticipated ASC budget pressures, e.g., if demand for social care services is greater than expected in any area. Of those, option (i) would be capable of contributing further to the promotion of equality of opportunity for some users of ASC services and their carers. Option (ii) might also have such an effect, though if there were a shortfall in the Council's provision of services to meet its statutory duties, the Council would in any event find that money from reserves if there were insufficient money in the social care budget.

The Council must give due weight to these impacts when determining council tax and the budget for 2017/18. The Council will need to balance the impact of not using the social care precept against the wider benefits of not raising council tax or implementing the social care precept this year.

In considering this decision, the Council will also need to take into account what the equalities impact would be of introducing the social care precept of 3%. A detailed equality impact analysis of the effect of reducing council tax was undertaken for the purposes of the 2015/16 Budget. It is possible to draw on that analysis in order to consider the potential impact of introducing the social care precept, which would essentially produce the inverse picture to the 2015/16 reduction. In other words:

- those who are eligible for full Local Council Tax Support ("LCTS") would not be affected;
- those who are not eligible for LCTS would bear the bulk of the increase (likely to amount to about £30.00 per year for a Band D Council Tax payer);
- those who are eligible for partial LCTS would bear a smaller increase.

Appendix 2 provides details of LCTS claimant data. In terms of equality impact, the group that will be most significantly affected by any increase in council tax and/or the introduction of the social care precept will be those with low incomes that are just above the threshold for LCTS or who qualify for partial LCTS for whom the increase will represent a larger proportion of their disposable income. No specific data is held for this group, but the profile is likely to be similar to that of those who are eligible for LCTS. Of the 15,500 LCTS claimants, approximately 55% are female (higher than the proportion of females in the borough population as a whole, which was 51.3% according to the 2011 Census). Pensioners are also disproportionately represented (34% of LCTS claimants, but only 9% of Borough residents). Based on ONS data on low income groups, it is also likely that disabled residents, ethnic minority groups, women on maternity leave, single parents (who are normally women) and families with young children will be disproportionately represented in the affected group. Any children present in such households may be indirectly affected by the decrease in household income. Further, in line with social trends, there is likely to be a group of pensioners who are asset rich but cash poor who occupy some of the more expensive properties in the borough and will thus be subject to a greater negative financial impact as a proportion of their disposable

income. For example, a 3% increase on a property banded at G would result in an increase of about £51 per year.

As such, introducing the social care precept by 3% would likely have a disproportionate negative impact on pensioners, women, the disabled, ethnic minority groups and (indirectly) on children. The Council will need to weigh this negative impact against the potential positive impact of raising an additional £1.65m ring-fenced income for ASC services.

#### 4. Analysis of overall impact of the proposed budget

##### 4.1 Adult Social Care

###### 4.1.1 Efficiencies, Growth and Fees and Charges

The 2017/18 proposals are detailed in this report, they are grouped into Integrated front door and demand management programme, tactical strategic & transformational commissioning programme and other efficiencies.

Any efficiency with a potential equalities impact on staff are to be considered as part of the staffing establishment reorganisations. Other items are to do with more effective and efficient way of delivering services are detailed below.

###### 4.1.2 Integrated Front Door and Demand Management Programme

The Strategic outline for Adult Social Care over the past and future years is to develop further integrated services with health partners to improve access to frontline services and put more emphasis on preventive measures with the aim to promote independence and personalisation of services.

	H&F 2017/18 Savings
Assisting people to maximise their independence where appropriate for their circumstances	£0.344m

###### 4.1.2.1. Assisting people to maximise their independence where appropriate for their circumstances £0.344m.

This project will also focus on promoting independence first before increasing care or providing new long term care arrangements. It is linked to the continued efforts to improve customer outcomes across pathways through a range of services that are jointly commissioned or provided by Health, Social Care or third sector.

This project should have a positive impact on customers as it would follow a systematic approach which would consider the use of assistive technology, equipment, reablement or major adaptations before increasing long term home care or support services. It would promote independence amongst service users who can benefit from it, particularly service users who have a disability. Promoting independence is a key outcome with regards to compliance with the Care Act.

The programme is not an alternative to homecare services if that is what our customers require.

Adequate and thorough assessment would need to be carried out to ensure that the primary needs of the care user is made a priority and met

### 4.1.3 Tactical, Strategic and Transformations Commissioning Programme

	H&F 2017/18 Savings
Review Operating Model with high value providers (tactical savings)	£0.200m
Remodel in house service delivery	£0.200m
Forensic assessment of where payments are not aligned to services provided and/or customers' needs	£0.222m
E-market Dynamic Purchasing System	£0.200m
Review Care Pathways and extending independence through housing	£0.579m

#### 4.1.3.1 Review Operating Models with high value providers £0.200m

This project will review the operating models of high value providers to help deliver further tactical savings and work with providers to ensure that outcomes-based operating models which would tailor personalised services, put our customers first and replace more traditional forms of care to deliver improved outcomes for residents.

This process would involve:

- Retendering of current services to secure the best value
- Negotiations with providers on high volumes of spot contracts.

The review of Operating models is a fulfilment of a requirement under the Care Act and will have a positive implication for all service users.

#### 4.1.3.2 Remodel in house service delivery. £0.200m

This project aims to modernise and remodel the in house services portfolio which includes day care, supported housing, and respite care. The aim will be to remodel services at a lower cost case through two potential routes:

- Lean efficiency savings
- Refocus toward community based alternatives

A number of savings proposals are interlinked which would have an impact on the operating models and demand for in house services. These linkages will need to be managed accordingly.

This is anticipated to have a neutral impact because it aims to promote independence, choice and personalisation of services.

#### **4.1.3.3 Forensic assessment of where payments are not aligned to services. £0.222m**

This project will undertake forensic needs, service level and payments analysis to ensure that all payments are for activities undertaken, against an agreed and assessed need for a customer, as detailed in their care plan.

This project will help to resolve inefficiencies in current practice. Inadequate service provision will reduce and overpayments to providers will be eliminated.

There should be a positive equalities impact as customers will receive appropriately funded care services as detailed in their care plan.

#### **4.1.3.4 E-Market Dynamic Purchasing System (DPS) £0.200m**

The project focusses on the procurement and implementation of a DPS, an electronic mini tendering system for regular purchases of residential care placements. This improves access to a wider market and the best price in an automated way. Customers will be provided with a 'best fit' placement that will clearly support their assessed needs and agreed outcomes.

The care assessment and budget allocation process will remain the same, however it would make the systems of seeking quotes from providers electronic. The DPS relies on the same inputs from operational staff and brokerage as is the case now, so there would be no difficulties with the purchase of care. It will make the system more systematic and transparent.

This is a joint WLA project, which aims to deliver cashable savings, but may only result in future cost avoidance.

A robust new Top-up policy is required where customers choose a placement that is more expensive than the one being offered.

The proposal will have a neutral impact in terms of equalities regarding access choice and control regarding a customer's residential care placement.

#### **4.1.3.5 Review Care Pathways and extending independence through housing £0.579m**

This proposal will review care pathways across all customers with the aim of

- Producing integrated pathways with partners
- Improving opportunities for choice, independence, and control through alternative housing solutions/ suitable accommodation to support independent living. Care Pathways will prioritise preventative services that will help reduce, prevent or delay the need for long term care and residential services. This is a partnership project with Health.

The proposal has a neutral equalities impact as it aims to provide alternative housing options to support independence of the customers in terms of change of potential change of care settings.

#### 4.1.4 Others

	<b>H&amp;F Savings 2017/18</b>
Review of Workforce Costs	£0.140m

##### 4.1.4.1 Review of Workforce costs £0.140m

The aim of this proposal is to explore any remaining opportunities for reducing the total staffing bill (not FTE reduction) such as:

- Reducing variations for consultancy services, agency, and interim costs.
- Better marketing and enhancing flexible working options.
- Applying a 'career' transition factor to appropriate posts to support recruitment of staff with relevant skills but limited experience.
- Greater standardisation and moderation of pay grades.
- Robust analysis of temporary staffing and its implications on staffing budgets.

We anticipate that there would neutral impact on our staff as there would be no staff reductions.

#### 4.1.5 Growth

<b>Growth Initiative</b>	<b>Agreed Growth</b>	<b>Implications</b>
Underlying Budget Pressures	£1,030m	<p>There are continued pressures on the Home Care Packages and Direct Payment Budgets as part of the out of hospital strategy and the tendering of new home care contracts which are now operational. This has led to both an increase in prices to improve quality of service and increase in demand.</p> <p>However, demand is expected to continue to increase over the coming years as the strategy remains to keep people living in their homes for longer and prevent entry into residential or nursing care. The additional growth provided will have a positive impact on the service user as it will enable the Department to continue to implement the out of hospital strategy and this will impact the service user positively as they able to live independently for longer.</p>
Home Care Contract Price	£0.820m	<p>There are further pressures within Home Care due to the implementation of the new home care contract. This has led to an increase in price of the service as well as demand for the service higher than previously expected. This growth is required to bring ASC budgets in line with 2017/18 contract prices.</p> <p>The additional growth will enable the service to manage this demand and continue to provide the service free for service users. It will also help providers with staff retention and therefore ensure continuity of care for service users. This will have a positive impact on the wellbeing of service users.</p>

ASC Element of Passenger Transport contract	£0.050m	Growth was sought as part of a transport procurement of contracts exercise to cover the impact of inflation, minimum wage increases and volume and quality increases. This will have a positive impact on the service user because the growth received will enable to the department to keep providing the service as required by the end users.
Learning Disabilities Transitions	£0.360m	Existing budgets are struggling to cope with demand in the Learning Disability client group. This is due to several reasons, one of which is the combination of existing customers who are living longer with increasingly complex needs and new customers who are transferring from Children's Services.  This will have a positive impact on the service user as additional budget received will be used to fund transitional clients.
National Living Wage.	£0.400m	The National Wage became law on the 1 <sup>st</sup> of April 2016 for anyone working and aged <b>25 or over</b> and not in the first year of an apprenticeship who are legally entitled to at least <b>£7.20 per hour</b> . From 1 April 2017, the National Living Wage will increase from £7.20 to £7.50.  The National Living Wage (NLW) will impact more in London with the workforce being captured by the increase in the minimum rate. There is likely to be a knock on effect with ASC Placement providers wanting/needing to maintain differential rates between roles. Providers based outside London are estimated to request a rise in contract pricing to cover the additional staffing costs associated with the National Living Wage which is estimated to be 3% year on year increases.  The additional growth will enable the Department to stay competitive in the placement procurement market – which would enable service users to have continuity of care.
<b>Improved Better Care Fund (IBCF)</b>	£0.831m	This is an increase to the on-going Better Care Fund. It has been proposed that this grant be used to fund the shortfall in inflationary requests as providers are requesting increases above what was initially anticipated.
<b>Adult Social Care support grant</b>	£0.922m	This is a one off grant for 2017/18, which is from the redirection of the New Home Bonus Grant. It is anticipated that this grant will be used to reduce demographic pressures within the Department's Budgets.
<b>Total Growth</b>	<b>£4.413m</b>	



#### 4.1.6 Fees and Charges

##### **Meals on Wheels: No Change in price**

LBHF provides a meal service for customers of the borough under the Care Act and charges customers a flat rate contribution towards the service.

There are currently 126 service users receiving meals within Adult Social Care. 55% of these are female in comparison to the 45% that are male. BME ethnic groups account for 27% of service users.

Maintaining the current price is expected to have a positive impact on BME user groups as well as other users as a price freeze will improve their financial position and overall wellbeing.

##### **Careline: No change in charges**

If there is no change in the Careline charge from the 2016/17 price. This will have a positive impact as it will improve the financial position of customers in real terms.

#### 4.2 Public Health

The impact of 2017-18 efficiencies proposals is detailed in this report. They are grouped into transformation projects, procurement and contract efficiencies, reconfiguration of services and in other efficiencies. Detailed EIAs will be carried out at the time the proposals are in development when the potential impact can be fully assessed. All expenditure and savings will be contained within the ring-fenced Public Health Grant Budget and earmarked reserves.

##### 4.2.1 Sexual Health Services

2016-17 Budget	2017-18 Proposed Budget	2017-18 Savings
£5,758k	£5,554k	(£214k)

The contract for providing community sexual health and reproductive services (contraception) will lead to savings through re-negotiating existing activity. There will also be more emphasis on long-acting methods of contraception, which have a lower cost. There is also a planned procurement of the genito-urinary medicine (GUM) contract, which will promote channel shift to online and postal sampling rather than clinical sampling. This will have one-off set-up costs in 2017-18, then realising savings from 2018-19 onwards.

The proposed remodelling of services will continue to offer open access and ensure that the services are accessible to all, therefore there should be no changes for those groups who hold protected characteristics.

##### 4.2.2 Substance Misuse Services

2016-17 Budget	2017-18 Proposed Budget	2017-18 Savings
£4,870k	£4,570k	(£300k)

The newly procured detox placement contracts have coped with the levels of demand in the borough. Therefore, the £300K allocated from the risk and transformation fund (held to address any pressures from new contracts) is not required.

The redesigned services provided the opportunity to strive for disabled friendly premises and will enable disabled friendly refurbishment: inclusion of ramps, wide door frames, info in braille, U-loop, lifts or wheelchair friendly design.

The most common age of service users is 30-40, with many having been in treatment for long periods of time. Re-commissioned services have renewed focus on engaging older drinkers, which is shown to be cost effective by avoiding long term care and health interventions later on.

The prevalence of substance misuse issues amongst some of the more marginalised ethnic groups, accompanied by cultural stigma and shame associated with substance misuse, has led to commissioned services which focus on engaging BME substance misusers into treatment. Services are provided on an in-reach basis at venues best suited to meet the needs of this group and staff members will be knowledgeable in the cultures individuals are from. Service information and advice is available in a wide range of languages.

#### 4.2.3 Behaviour Change

2016-17 Budget	2017-18 Proposed Budget	2017-18 Savings
£2,537k	£2,396k	(£141k)

Within Behaviour Change, an element of activity is for Health Checks, which are aimed at older residents within the borough. As part of efficiency proposals, the Health Trainers element of Health Checks is proposed to be reduced, as it has not been required at the level that was anticipated.

There will be no adverse impact and residents accessing the service will not notice any difference.

#### 4.2.4 Families and Children

2016-17 Budget	2017-18 Proposed Budget	2017-18 Savings
£6,441k	£6,216k	(£225k)

The majority of services within Families and Children's provide universal services to families with children. The efficiency proposals are related to School Nursing and Health Visiting; the proposal doesn't affect how the service is received by residents of the borough.

For School Nursing, a new contract has been procured, which led to a saving when compared to the former contract. In Health Visiting, the contract was transferred to LBHF from the NHS, with 2016-17 being the first full year of operation by the Council. The efficiency proposal is for a reduction in overheads, which will not

change the way in which Hammersmith and Fulham residents access this universal service.

### 4.3 Children’s Services

#### 4.3.1 Savings Proposals

**Key Protected Characteristics:** Disability, Maternity and Pregnancy, Age, Race, Religion, Gender.

There remains an aim within the Council to ensure required savings take place alongside innovative and improved service delivery wherever possible. Where individual savings relate to staffing efficiencies, re-procurements or other major programmes, appropriate procedures will ensure equality impacts are assessed and responded to. A number of the developments described have already been subject to a detailed EIA or will be carried out at a point at which these implications can be fully assessed.

#### 4.3.2 Family Services. £1.514m

**Key Protected Characteristics:** Disability, Age, Race, Religion, Gender.

<b>Family Services and Cross Cutting Savings</b>	<b>H&amp;F 2017/18 Savings</b>
Maximising Social Care Effectiveness (see cabinet report on 07/11/16)	£0.797m
Integrated Family Support Services (see cabinet report on 10/10/16)	£0.500m
Efficiencies to Legal Costs	£0.100m
Aligning the budget to actual expenditure	£0.030m
Full year effect of 2016/17 MTFS savings delivered in 2016/17	£0.087m

Family Services continue to improve services with an increasing focus on family preservation approaches which enable more children to remain with their families. This has a significant and positive impact upon overall outcomes for children and the cost of supporting them. This complements the wide ranging Focus on Practice programme which is providing the workforce with additional skills to maximise their potential to secure effective and sustainable change, reducing re-referrals and escalating children through the system where required. This will build upon a locally developed approach to intensive working with families which has demonstrated its effectiveness in diverting children from care.

In addition, there will be further exploration of opportunities to reduced spend on legal costs associated with proceedings in the Family Courts, changing the balance of which services are provided and when to avoid unnecessary costs. Because of ongoing strategies to reduce the number of children entering care, there are already robust monitoring processes in place which will track the impact upon relevant protected characteristics. It is known that 66% of the borough’s current looked after children are from BME backgrounds so it will be important to monitor whether children in this cohort equally benefit from the positive impact of being supported to

remain with or return to their birth families where appropriate. Baselines are available and it is anticipated that the demand management programme will have a positive impact upon older children who are also currently overrepresented.

Family Services and Children’s Commissioning are in the process of redesigning universal and targeted services as part of a whole system service strategy with specialist services. This will lead to integration of practice and workforces across a range of family and health services, budgets and the different thresholds of support provided.

Alongside this a number of savings are planned to existing early help services in 2017/18 as part of the first stage of Integrated Family Support. Management savings have been identified in Children’s Centres and efficiencies in the management of youth provision made through better systems and processes rather than through reducing levels of services to local children and families (and hence with no equality impacts expected). Some restructuring of early help services is being planned within the next six months and this will be subject to an Equality Impact Assessment.

### 4.3.3 Education and Schools. £0.356m

**Key Protected Characteristics:** Disability, Age, Race, Religion, Gender.

<b>Education and Disability Savings</b>	<b>H&amp;F 2017/18 Savings</b>
Staffing and other efficiencies as disability placements ageing out	£0.122m
Schools Standards Staffing and discretionary spend	£0.129m
Education Psychology – additional traded income with schools	£0.050m
Move to more independent travel training for some Special Educational Need Pupils in cases where this would be better for the pupil	£0.025m
Other efficiencies	£0.030m

Actions taken have been part of the ongoing service efficiencies that have improved the quality and focus of the school improvement services. School improvement functions have secured clear leadership in early years’ education advisory support and advisory support for English as an additional language with a focus on establishing best practice networks and brokering support between schools. This has led to reduced demands and, as a consequence, a reduced budget. All requests for support continue to be met as before so a neutral equalities impact is expected. In addition, the need to make further savings has been lessened by income generation from Educational Psychology traded services. These actions have been assessed against the equality impact criteria and it has been concluded that there will be a neutral impact on equalities.

Services for children with special educational needs and disabilities are now managed within the Children’s Service Education Directorate. There are plans in 2017/18 to change the balance of staffing, with social care key workers providing

additional capacity following a reduction in social worker posts. This reflects the feedback of parents and carers and provides capacity appropriately within the system. A number of service improvements will compliment this change which is designed to ensure children and their families receive the support they need when they need it. The Short Breaks service available to families will be revised in the context of a more accessible range of other support services through the Local Offer which reduce reliance on specialist one to one provision where services which meet needs can be offered in other ways. The new offer is designed to be more accessible, including to those who have not previously met the criteria for services, and provides greater choice. This, along with any proposed changes to staff structures will be subject to an Equality Impact Assessment.

Development of an independent travel training programme will provide some young people who have special educational needs (some of whom will have the protected characteristic of disability) with the confidence to travel alone, enhancing their independence and access to opportunities while reducing the costs which result from specialist travel arrangements. It is therefore anticipated that the equality impact of this will be positive.

#### **4.3.4 Growth Proposals. £0.739m**

<b>Children's Services Budget Growth 2017/18 Proposed</b>	<b>H&amp;F 2017/18 Growth</b>
Queens Manor Resource Centre - to rebuild the SEN Unit at Queen's Manor School and to fund project and specialist resources to develop the service offer of the Resource Centre in co-production with partners and families.	£0.150m
Unaccompanied asylum seeking children - additional children beyond current allocation	£0.141m
Travel Care and Support Service Arrangements - Change the existing delivery arrangements to improve service standards and sovereign accountability.	£0.228m
Passenger Transport – Re-procurement to establish sovereign routes and to enhance the quality of the existing service.	£0.220m

Planned growth will impact upon two cohorts of children, young people with disabilities and those who are looked after children or care leavers. The development of a resource centre for children with disabilities will provide a new, specialist service offer including additional early intervention and targeted provision. The centre will contribute to plans to avoid unnecessarily placing children who have the protected characteristic of disability away from their families out of borough and support better transitions to adulthood and relevant local services where required.

Meanwhile there are planned developments of services for looked after children and care leavers including improvements to services for unaccompanied asylum seeking children, provision of support until the age of 25 and introduction of a council tax allowance for care leavers who are resident in the borough. All of these will contribute to an enhanced service offer for a group of young people within which the protected characteristics of race and disability are overrepresented.

## 4.4 Environmental Services

**4.4.1** Environmental Services is targeting efficiencies of £2.38m from 2017/18. The majority of the savings proposed are concerned with generating new commercial income, spend efficiencies and back office staff. As such there are no adverse equality implications for any particular groups with protected characteristics. Where there are staff changes leading to savings, Equality Impact Assessments are carried out as part of the reorganisation process.

**4.4.2** The £0.30m contribution to reserves from introducing additional and selective private landlord licensing is not expected to have any negative equality impacts. The policy seeks to set minimum housing standards for safety and amenity to safeguard all persons, but it is likely that this will positively impact the young, elderly and vulnerable as they are more susceptible to defects commonly reported to the council (e.g. damp, slips, trips, falls, overcrowding, inadequate heating and poor ventilation).

**4.4.3** Environmental Services has been awarded budget growth of £0.118m from 2017/18. This will fund a new Street Czar post (£0.038m), as well as address existing budget pressures (£0.080m). There are no associated equalities implications.

## 4.5 Corporate Services

Most of the proposed savings are concerned with back office staff and functions. As such they will have no equalities impact on front line service users. Where there are staff changes leading to savings, EIAs will be carried out. However, some of the proposals are to do with more efficient ways of delivering services to the public and these are set out below.

### **4.5.1 Business Intelligence: £1,000k**

A range of business intelligence projects are in progress that seek to validate discounts offered, payments made and grants claimed by the council.

The forecast benefit of £1,000k includes £500k for increase in commercial income. By combining and analysing various data sets the Council holds, this work will give us new insights that will enable us to take informed and targeted actions to generate additional revenue, reduce waste and identify fraud. As a result, there will be a direct positive effect on all adults in the borough who pay Council Tax (regardless of age, race, sex, disability, etc.). Funding will be generated that supports front line services.

### **4.5.2 Maximising Funding of Third Sector Investment: £213k**

The Council's grant expenditure continues to have a positive impact for residents as funding supports services which are hugely beneficial to disabled residents, BME communities, women and vulnerable adults. Funded organisations are required to

promote equality of opportunity and social inclusion and ensure services are fully accessible to all beneficiaries.

#### **4.5.3 Contact Centre Transformation: £250k**

This is a cross cutting savings across the council's customer services. This includes improvements to contact centres (by reducing duplication, co-location of services, improving customer journeys); improving Myaccount and online services; data migration and use of resident data to give staff an integrated view of individual customers to improve customer experience whilst reducing costs. As and when these initiatives are being finalised full EIAs will be reviewed before implementation.

#### **4.5.4 More efficient use of employee resources £850k**

This is another cross cutting savings. A Vacancy Panel will be established to constructively challenge managers on how they can fill vacancies, taking a Council wide view of resourcing and skills requirements and vacancies. There will be an emphasis on encouraging secondments, providing professional development opportunities and mentoring to support staff career development plans and progression paths, and more flexible working initiatives. Any proposals affecting staff will be informed by EIAs as and when they occur.

#### **4.5.5 Other Savings**

These are also savings from more effective procurement and other initiatives. The other savings are listed below:

- Savings from implementation of new ICT arrangements in November 2016, with the insourcing of service from the previous provider £1,600k
- Better contract management, £500k
- Reduction in Redundancy Provision £450k
- Review of unfunded pension costs £200k
- Efficiency savings in printing and electoral registration £121k
- Budget review and recognition of underspend in Delivery and Value, H&F Direct and HR and Finance departments £559k

The savings given above are unlikely to have an impact on residents or service users, and represent better ways of providing services to frontline departments while ensuring that resources are allocated where they are most needed. There are therefore unlikely to be any equalities impact on service users.

#### **4.5.6 Growth**

Growth of £20k is proposed for the review of the current Taxicard Schemes to widen the scheme to more residents and make it more comparable with the Blue Badge eligibility criteria.

The other growth items relate to back office functions such as:

- Triennial valuation of the pension fund - employer contribution rate £1,000k
- Impact of pension auto-enrolment from October 2017 £250k
- Funding to compensate reduction in income from schools opting out of some of the council services £60k

### **4.6 Housing Services**

#### **4.6.1 Growth**

##### **H&F Link Team (formerly HB Assist team): £230k**

The H&F Link team deliver a programme of work addressing the impact of the Government's programme of Welfare Reform on households living in the private rented sector, temporary accommodation and permanent Council properties. The most significant financial implication of the Welfare Reform programme relates to the reduction in rental income from housing stock and temporary accommodation units. Further, tenants who struggle to manage their household finances under Welfare Reform could lose their accommodation due to arrears, which could in turn increase homelessness presentations from those affected.

The team carry out essential intervention work which ensures the best possible outcomes for our most vulnerable residents in temporary accommodation and the large number of private rented sector households, protects our temporary accommodation income, and prevents potential homelessness which would result from the unmitigated impact of Welfare Reform.

The effect on clients whose tenancies are sustained is expected to be positive as the Council will be supporting tenants to remain within their homes. Where clients need to be relocated to alternative accommodation, the effect is likely to be neutral as the Council maintains its' on-going duty to provide accommodation to all households.

#### **4.6.2 Efficiency Savings**

##### **4.6.2.1 Temporary Accommodation - reducing spend through longer term contracts: £916k**

The proposed changes to the housing procurement strategy should achieve a diverse temporary accommodation portfolio which will continue to reflect the current mix of property retaining equality neutral impact on individuals or client groups. It is hoped that achieving longer term property leases will have a positive equality impact as it will give customers stability to improve social improvement and wellbeing.



#### **4.6.2.2 Improve Private Sector Rent by Using Landlord Licencing**

The £300k contribution to overheads to cover operation of private landlord licensing is not expected to have any negative equality impacts. The policy seeks to set minimum housing standards for safety and amenity to safeguard all persons, but it is likely that this will positively impact the young, elderly and vulnerable as they are more susceptible to defects commonly reported to the council (e.g. damp, slips, trips, falls, overcrowding, inadequate heating and poor ventilation).

#### **4.6.3 Adult Learning & Skills Service: £95k**

This relates to a review of the service and the identification of income generating opportunities. No significant equalities impact is expected.

### **4.7 Libraries**

#### **4.7.1 Savings**

There is a savings target for Libraries of £382k for 2017/18.

#### **4.7.2 Libraries Review – Shared Service staff savings - £90k**

A full review of the Libraries Service has been completed, and efficiencies across the Shared Service have been identified. As a result of this it is anticipated that a £90k saving will be achieved through reducing shared service staff numbers. All three councils agreed to develop a new operating model to deliver the shared elements of the service. RBKC and WCC will also have their sovereign operational service reorganised to deliver their savings. The changes include streamlining the service senior management and creating a new “leadership team” and fewer layers of management between the frontline and head of service.

It is considered that these changes are streamlining the service, and there have been no changes to the front line staff in the Council’s libraries, so it is expected that this will have no impact on the public.

#### **4.7.3 Commercialisation - £165k**

To achieve savings, libraries will need to be more outward looking, efficient, commercially aware and entrepreneurial.

There are significant opportunities to utilise the space available in Libraries buildings. The library service, working with the Council’s Property department, is actively pursuing several opportunities for co-location or commercial hire of underused space. This would provide income, better use of library buildings and increased footfall, as part of our “sweating the assets” approach. This includes renting space at Hammersmith Library to the Law Centre, a new café in Fulham Library, and other opportunities for hire of the libraries’ spaces outside of opening hours, which would amount to £80k.

Other opportunities are being considered with the libraries’ space, which include hire for larger scale events and meetings, particularly outside normal opening hours,

using our heritage library buildings as film locations and holding film clubs and community activities could earn libraries £85k upwards.

It is anticipated because this is utilising available space better, some of it out of Library hours, that this will not have a significant impact on the public.

#### **4.7.4 Other (£127K)**

Other options are being considered currently to achieve the remainder of the saving, which includes increased use of volunteers, and also increased sponsorship, crowd-funding, and crowd sourcing: we plan to work with colleagues in economic development to raise the profile of libraries with potential corporate sponsors. At a local level work continues to set up library friends and fundraising groups, possibly as part of the Council's Space Hive civic crowd-funding initiative – income to be confirmed. Crowd-sourcing could bring local experts and champions into libraries. This could help to provide some of the services that local people value as well as things we can't currently provide. Examples include getting more young people volunteering, better quality IT provision and help, more classes and events and community activities for libraries.

#### **4.7.5 Fees & Charges**

It is proposed that there are no increases to fees within Libraries. Charges were increased in October 2014 as part of the rationalisation of library fees and charges across the Shared Service. It is considered that although there is a general decline in income streams across Libraries, with areas such as fines already high compared with most other authorities, any further increases could be a barrier to customers using the service.

## **5. Conclusion on impact on the budget**

### **5.1 Adult Social Care**

Consideration of the Public Sector Equality Duty and the equalities implications of any proposed decision is an inherent part of the department's decision making since most ASC customers will have physical support, and/or learning disability and/or mental health needs.

The proposed efficiencies and savings do not have any significant negative equalities impacts on individuals or groups with protected characteristics. Whereas a number of the planned initiatives will have a positive impact on those with protected characteristics, such as the Independence First project and the growth to meet underlying budget pressures which will enable the department to continue to implement the out of hospital strategy, enabling those with protected characteristics to live independently for longer.

The department will carry out full EIA assessments on specific initiatives in line with the decision-making and governance processes before final decisions are taken on proposals.

## **5.2 Public Health**

The vast majority of the efficiencies proposals have a neutral equalities impact. The substance misuse proposal to focus on greater engagement with BME substance misusers has a positive equalities impact.

## **5.3 Children's Services**

The majority of the savings proposals have a neutral equalities impact. The focus on family preservation and reducing the number of children entering care is likely to have a positive equalities impact as 66% of the borough's looked after children are from BME backgrounds.

There are no predicted negative equalities impacts arising from changes proposed for schools. It is likely that the independent travel programme will have a positive equalities impact.

The department's growth proposals are likely to have either a neutral or a positive equalities impact.

## **5.4 Environmental Services**

The department has not identified any negative equalities implications arising from its budget proposals.

## **5.5 Corporate Services**

The majority of proposed departmental savings are concerned with back office staff and functions and will have no equalities impact on front line service users. Any proposals affecting staff will be informed by full EIAs before the relevant decision is made.

The business intelligence projects and the proposed savings from more effective procurement and other initiatives will have a positive effect on all adults in the borough who pay Council Tax and the additional funding generated will support front line services.

## **5.6 Housing Services**

The department has not identified any negative equalities implications arising from its budget proposals.

## **5.7 Libraries**

The department has not identified any negative equalities implications arising from its budget proposals.

## **5.8 Conclusion**

Overall the collective budget proposals are likely to have a neutral equalities impact although identified above are some proposals which are likely to have positive equalities impacts.

In some cases, detailed EIAs will be required before the full nature of any impact can be assessed, or mitigating measures identified.

Ultimately if, on further analysis, it is decided that any particular proposed policy would have an unreasonable detrimental impact on any protected group then H&F could, if it considered it appropriate, use reserves or virements to subsidise those services in 2017/18.

## Population Data

The data in this Annex is from the Borough Profile 2010, from the Census 2001, from the Census 2011 F, or, where information for H&F is not available, from other sources which are given below. The most up to date is given in each case and used in the analysis above.

### Data

- Tables of data from the Office of National Statistics (ONS) Crown Copyright Reserved [from Nomis on 6 December 2013]
- Live Births by Usual Area of Residence: ONS 2012 (e.g. for pregnancy and maternity) Crown Copyright Reserved [from Nomis on 6 December 2013]
  - H&F Framework-i
  - Kairos in Soho, London's LGBT Voluntary Sector Infrastructure Project,2007

Table 4: Age

QS103EW ONS		
Age	Numbers	%
0-4	11,900	6.5
5-10	10,172	5.6
11-16	9,019	4.9
17-24	22,184	12.2
25-39	65,211	35.7
40-49	25,083	13.7
50-64	22,511	12.3
65-74	9,102	5.0
75+	7,311	4.0

Table 5: Age and disability

Adults not in employment and dependent children and persons with long-term health problems or disability for all

KS106EW, ONS		
Household Composition	2011	
	Number	%
Count of Household; All households	80,590	100.0
No adults in employment in household	21,192	26.3

No adults in employment in household: With dependent children	3,897	4.8
No adults in employment in household: No children dependent	17,295	21.5
Dependent children in household: All ages	18,479	22.9
Dependent children in household: Age 0 to 4	9,083	11.3
One person in household with a long-term health problem or disability	15,999	19.9
One person in household with a long-term health problem or disability : With dependent children	2,809	3.5
One person in household with a long-term health problem or disability : No dependent children	13,190	16.4

**Table 6: Disability**

Framework-i	
Rate of physical disability registrations for H&F	38.7 registrations per 1000 people
Rate of physical disability registrations for Wormholt & White City	56.6 registrations per 1000 people the highest
Rate of blind/visual impairment registrations for H&F:	6.2 registrations per 1000 people
Rate of blind/visual impairment registrations for Ravenscourt Park:	14.1 registrations per 1000 people the highest
Rate of deaf/hard of hearing registrations for H&F:	2.0 registrations per 1000 people
Rate of deaf/hard of hearing registrations for She herds Bush Green:	4.0 registrations per 1000 people the highest

**Table 7: Sex**  
Usual resident population

KSIOIEW ONS		
Variable	2011	
	number	%
All usual residents	182,493	100.0
Males	88,914	48.7
Females	93,579	51.3

Table 8: Race

KS201EW ONS		
Ethnic Group	2011	
	number	%
All usual residents	182,493	100.0
White	124,222	68.1
White: English/Welsh/Scottish/Northern Irish/British	81,989	44.9
White: Irish	6,321	3.5
White: Gypsy or Irish Traveller	217	0.1
White: Other White	35,695	19.6
Mixed/multiple ethnic groups	10,044	5.5
Mixed/multiple ethnic groups: White and Black Caribbean	2,769	1.5
Mixed/multiple ethnic groups: White and Black African	1,495	0.8
Mixed/multiple ethnic groups: White and Asian	2,649	1.5
Mixed/multiple ethnic groups: Other Mixed	3,131	1.7
Asian/Asian British	16,635	9.1
Asian/Asian British: Indian	3,451	1.9
Asian/Asian British: Pakistani	1,612	0.9
Asian/Asian British: Bangladeshi	1,056	0.6
Asian/Asian British: Chinese	3,140	1.7
Asian/Asian British: Other Asian	7,376	4.0
Black/African/Caribbean/Black British	21,534	11.8
Black/African/Caribbean/Black British: African	10,552	5.8
Black/African/Caribbean/Black British: Caribbean	7,111	3.9
Black/African/Caribbean/Black British: Other Black	3,842	2.1
Other ethnic group	10,087	5.5
Other ethnic group: Arab	5,228	2.9
Other ethnic group: Any other ethnic group	4,859	2.7

Table 9: Religion and Belief (including non-belief)

KS209EW, ONS		
Religion	2011	
	number	%
All categories: Religion	182,493	100.0
Has religion	123,667	67.8
Christian	98,808	54.1

Buddhist	2,060	1.1
Hindu	2,097	1.1
Jewish	1,161	0.6
Muslim	18,242	10.0
Sikh	442	0.2
Other religion	857	0.5
No religion	43,487	23.8
Religion not stated	15,339	8.4

Table 10: Pregnancy and maternity  
Live births (numbers and rates): age of mother and administrative area  
of usual residence England and Wales

ONS 2012								
Age of mother at birth								
All ages	Under 18	Under 20	20-24	25-29	30-34	35-39	40-44	45+
2,646	15	45	238	491	970	689	200	13
Age of mother at birth								
All Ages	Under 18	Under 20	20-24	25-29	30-34	35-39	40-44	
52.5	6.7	12.3	31.1	37.6	88.6	84.1	29.0	2.2

Table 11: Marriage and Civil Partnership Status

KS103EW ONS		
Marital Status	2011	
	number	%
All usual residents aged 16+	152,863	100.0
Single (never married or never registered a same-sex civil partnership)	85,433	55.9
Married	45,248	29.6
In a registered same-sex civil partnership	743	0.5
Separated (but still legally married or still legally in a same-sex civil partnership)	4,425	2.9



Divorced or formerly in a same-sex civil partnership which is now le all dissolved	11 ,386	7.4
Widowed or surviving partner from a same-sex civil partnership	5,628	3.7

Table 12: Living arrangements

QS108EW, ONS		
Living Arrangement	2011	
All categories: Living arrangements	151,028	
Living in a couple: Total	60,569	40.1
Living in a couple: Married	40,917	27.1
Living in a couple: Cohabiting (opposite-sex)	17,046	11.3
Living in a couple: In a registered same-sex civil partnership or cohabiting same-sex	2,606	1.7
Not living in a couple: Total	90,459	59.9
Not living in a couple: Single (never married or never registered a same-sex civil partnership)	68,170	45.1
Not living in a couple: Married or in a registered same-sex civil partnership	3,820	2.5
Not living in a couple: Separated (but still legally married or still le all in a same-sex civil partnership)	3,698	2.4
Not living in a couple: Divorced or formerly in a same-sex civil partnership which is now le all dissolved	9,517	6.3
Not living in a couple: Widowed or surviving partner from a same-sex civil partnership	5,254	3.5

### Information set 13: Gender Reassignment and Lesbian, Gay, Bisexual and Heterosexual People

'In 2005 the Department for Trade and Industry published a figure of 6% as the percentage of LGBT people in the general population. The number of LGBT people in London js thought to be anywhere between 6% and 10% of the total population, increased by disproportionate levels of migration.

The 2011 census recorded 17,046 people (or 11.3% of couples), aged 16 and over, living as same sex couples in Hammersmith and Fulham. The same census recorded 2,606 (or 1.7% of couples) as a registered same-sex civil partnership or cohabiting (same-sex). Data on heterosexuality as such is also not collated although given the estimated numbers of LBGT people, it appears that the majority of the population is heterosexual. Data on transgendered or transitioning people was not available.

## Annex 2

## LCTS Claimant Data

Table 1: Composition of LCTS claimants in LBHF

	Level of benefit			Weekly payment		
	Full	Partial	total	Full	Partial	Total
Pensioners	3659	1572	5,231	£56,773	£17,627	£74,400
	70%	30%	100%			
Non Pensioners	6896	3432	10328	£104,050	£34,450	£138,500
	67%	33%	100%			
Households with children	2098	1441	3539	£34,365	£16,228	£50,593
	59%	41%	100%			
Households with disabled adult	2772	466	3238	£42,677	£5,132	£47,809
	86%	14%	100%			
Households with children and disabled adult	264	29	293	£4,897	£392	£5,289
	90%	10%	100%			
Households without children and disabled adult	4457	2141	6598	£66,153	£22,339	£88,492
	68%	32%	100%			
<b>Overall Totals</b>	<b>10,557</b>	<b>5,015</b>	<b>15,572</b>	<b>£160,823</b>	<b>£52,077</b>	<b>£212,900</b>

Table 2: Council Tax bands of LCTS claimants

	A	B	C	D	E	F	G	H	Totals
<b>Pensioners</b>	294	719	1459	1459	761	330	207	3	5232
<b>Working age</b>	834	1334	2628	3311	1523	507	182	9	10328
<b>Total</b>	1128	2053	4087	4770	2284	837	389	12	15560
	7%	13%	26%	31%	15%	5%	3%	0%	100%

Table 3: the composition of I-CTS claimants by pensioner and nonpensioner claims where households have a disabled adult and the disability premium has been awarded, by male and female only, and by couple.

Total number of claims	15,455			
Total number of pensioner claims (includes households with a disabled adult where the disability premium has been awarded)	5,269	Number of female only claimants = 2931 or <b>56%</b>	Number of male only claimants = 1652 or <b>31%</b>	Number of claiming couples = 686 or <b>13%</b>
Total number of non-pensioner claims (includes households with a disabled adult where the disability premium has been awarded)	10,186	Number of female only claimants = 5552 or <b>55%</b>	Number of male only claimants = 3082 or <b>30%</b>	Number of claiming couples = 1545 OR <b>15%</b>
Households with a disabled adult (where the disability premium has been awarded) as a standalone group of the total number of claims	3,518	Number of female only claimants = 1942 or <b>55%</b>	Number of male only claimants = 1579 or <b>45%</b>	Number of claiming couples = 342 or <b>10%</b>

## Council Tax Exemptions

Further information can be found on our website and a summary of exemptions is given here:

### Exemptions and empty property discounts

Some properties are exempt from council tax, The different classes of exemption are listed below.

#### Properties occupied by:

full time students (they must complete an application form and return it to us with a council tax certificate from their place of study); severely mentally impaired people; a foreign diplomat who would normally have to pay council tax; people who are under 18; members of a visiting force who would normally have to pay council tax; or elderly or disabled relatives of a family who live in the main property, in certain annexes and self-contained accommodation.

#### Unoccupied properties that:

are owned by a charity, are exempt for up to six months; are left empty by someone who has moved to receive care in a hospital or home elsewhere; are left empty by someone who has gone into prison; are left empty by someone who has moved so they can care for someone else; are waiting for probate to be granted, and for six months after probate is granted; have been repossessed; are the responsibility of a bankrupt's trustee; are waiting for a minister of religion to move in, are left empty by a student whose term-time address is elsewhere, are empty because it is against the law to live there, including from 1st April 2007 where a planning condition prevents occupation; form part of another property and may not be let separately

A pitch or mooring that doesn't have a caravan or boat on it is also exempt

Note: Those who feel they are entitled to an exemption are encouraged to contact the Council and information on how to do that is in the following link:

<https://www.lbhf.gov.uk/council-tax/contact-us>.