

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Increasing availability of Extra Care Sheltered Housing as a positive alternative to residential care for older adults.
Which Department/ Division has the responsibility for this?	Community and Housing

Stage 1: Overview	
Name and job title of lead officer	Keith Burns, Interim Assistant Director, Commissioning
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	Increasing the availability and use of Extra Care Sheltered Housing as a positive alternative to residential care for older adults and increasing independence improving outcomes for residents. Saving deliverable from 2025/26 as will require work with partners to identify sites for development and subsequent build programmes for a new Extra Care scheme. New commissioning arrangements will also be developed during 2023/24 to support the delivery more personalised 24/7 care and support in existing Extra Care Sheltered Schemes. Successful delivery of the project will enable the Council to continue to meet its statutory duties to individuals under the Care Act 2014 in a way that is more personalised and flexible than traditional residential care models offer and also to increase independence.
2. How does this contribute to the council's corporate priorities?	The proposal supports the delivery of affordable housing within the Building a Sustainable Future priority. Enabling individuals to live more locally to family and community is consistent with the Nurturing Civic Pride priority.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	Older adults to whom the Council owes statutory duties under the Care Act 2014. All individuals will have had a Care Act Assessment and Care and Support Planning completed prior to any move.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	Development proposals would need to be taken forward in conjunction with Environment and Regeneration and with external housing partners.

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

National evidence on the effectiveness of Extra Care Sheltered Housing (for example work done by the Housing Learning and Improvement Network) provides a strong evidence base on the benefits of extra sheltered care as a positive alternative to residential care for those whose Care Act Assessment identifies needs that can only be met through the provision of accommodation based care and support. The individualised nature of care and support needs means that impact on individuals will be considered as a key factor through the Care Act Assessment and Care and Support Planning processes.

Stage 3: Assessing impact and analysis

6. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age	✓			✓	Extra Care Sheltered Housing as an alternative to residential care provides for increased choice and control as well as increased independence for older adults. Increasing access to Extra Care Sheltered as a positive option therefore increases quality of life for this cohort.
Disability	✓			✓	This increased choice and control as well as increased independence extends to older adults with physical and other disabilities. Having Extra Care Sheltered as a positive option therefore increases quality of life for this cohort.
Gender Reassignment		✓		✓	
Marriage and Civil Partnership		✓		✓	
Pregnancy and Maternity		✓		✓	
Race		✓		✓	

Religion/ belief		✓		✓	
Sex (Gender)		✓		✓	
Sexual orientation		✓		✓	
Socio-economic status		✓		✓	

7. If you have identified a negative impact, how do you plan to mitigate it?

No negative impacts identified.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully.
- Outcome 4** – The EA shows actual or potential unlawful discrimination.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome 1 Assessment

- The project provides an opportunity to increase choice and provide more personalised outcomes for older adults who require accommodation based care and support. No negative impacts on protected characteristics are identified.

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Keith Burns, Interim Assistant Director, Commissioning	Signature: <i>Keith Burns</i>	Date: 05 January 2022
Improvement action plan signed off by Director/ Head of Service	John Morgan, Interim Director, Community and Housing	Signature: <i>John Morgan</i>	Date: 06 January 2022

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	CSF2324- 04 revenue costs of capital schemes
Which Department/ Division has the responsibility for this?	CLLF

Stage 1: Overview	
Name and job title of lead officer	Tom Procter, Head of Contracts & School Organisation
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	We hold a budget to meet the revenue costs of capital schemes. Part of this budget was to support schools with temporary expansion through temporary buildings etc. With falling school rolls this element is not needed for the foreseeable future.
2. How does this contribute to the council's corporate priorities?	Financial sustainability
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	None. This part of the budget is not currently utilised
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	no

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

We have a school place strategy that tracks school rolls against capacity, which is updated regularly

Stage 3: Assessing impact and analysis

8. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		x	The reductions in budget area are relatively small and can be met without impact on people with protected characteristics
Disability		X		X	
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	
Socio-economic status		x		X	

9. If you have identified a negative impact, how do you plan to mitigate it?

None identified

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.
- Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Plan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
None identified						

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome <u>1</u> Assessment
The saving is an adjustment to an underspending budget

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Tom Procter, Head of Contracts & School Organisation	Signature: TP	Date: 5/12/22
Improvement action plan signed off by Director/ Head of Service	Richard Ellis AD Strategy & Commissioning	Signature: RE	Date: 5/12/22

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet). Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	CSF2324- 03 children's centres income
Which Department/ Division has the responsibility for this?	CLLF

Stage 1: Overview	
Name and job title of lead officer	Alison Jones, Service Manager
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	Our children centres already lease out space to partners and rent rooms to external organisations. The aim is to increase this income over two years by £35k, which represents a 12% increase in lease and rental income.
2. How does this contribute to the council's corporate priorities?	Financial sustainability

3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	We will approach partners to explore other opportunities for sharing the space.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	no

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

The centres already raise income from room rentals and leased space. It is the Head of Service's assessment that there is capacity for further sharing and rentals.

Stage 3: Assessing impact and analysis

10. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		x	

Disability		X		X	The reductions in budget area are relatively small and can be met without impact on people with protected characteristics
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	
Socio-economic status		x		X	

11. If you have identified a negative impact, how do you plan to mitigate it?

None identified

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.
- Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
None identified						

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [1](#) Assessment

[The saving is an adjustment to an underspending budget](#)

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Alison Jones, Service Manager	Signature: AJ	Date: 5/12/22
Improvement action plan signed off by Director/ Head of Service	Richard Ellis AD Strategy & Commissioning	Signature: RE	Date: 5/12/22

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	CSF2324- 05 London Road business rates budget
Which Department/ Division has the responsibility for this?	CLLF

Stage 1: Overview	
Name and job title of lead officer	Alison Jones, Service Manager
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	We held a budget for the business rates for a property that is now occupied by a school. We therefore do not need to meet this cost from this budget
2. How does this contribute to the council's corporate priorities?	Financial sustainability
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	None. This part of the budget is not currently utilised
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	no

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

n/a

Stage 3: Assessing impact and analysis

12. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		x	The reductions in budget area are relatively small and can be met without impact on people with protected characteristics
Disability		X		X	
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	
Socio-economic status		x		X	

13. If you have identified a negative impact, how do you plan to mitigate it?

None identified

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.
- Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
None identified						

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [1](#) Assessment

[The saving is an adjustment to an underspending budget](#)

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Allison Jones	Signature: AJ	Date: 5/12/22
Improvement action plan signed off by Director/ Head of Service	Richard Ellis AD Strategy & Commissioning	Signature: RE	Date: 5/12/22

Equality Analysis



What are the proposals being assessed?	CLLF 06 Duke of Edinburgh Award scheme
Which Department/ Division has the responsibility for this?	Education and Early Help

Stage 1: Overview

Name and job title of lead officer	Keith Shipman, Head of Education Inclusion
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service,	<p>The proposal is to maintain Duke of Edinburgh activity in the Borough by moving:</p> <ul style="list-style-type: none">- the opportunity of coordination and support for Duke of Edinburgh activities from the Council to the London Duke of Edinburgh team; and- the provision of some Duke of Edinburgh activities from the Council to schools.

deletion of posts, changing criteria etc)	<p>The proposal would involve the deletion of five posts.</p> <p>Schools currently buy in to Council support, and should they wish to do so, would buy in coordination from the London DfE team. Duke of Edinburgh support is provided in this way in the majority of boroughs.</p> <p>The Council's provision of some activities would move to schools, including the gold and silver awards.</p> <p>In moving towards this new way of working, the Council would support schools to move to their preferred way of working, including encouraging partnership support amongst themselves, building on existing strong partnerships across schools in Merton.</p>
2. How does this contribute to the council's corporate priorities?	The continued provision by schools, with support from the London team would enable a continued focus on the priority Merton as the Borough of Sport.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	This proposal will affect schools which are supported by the service and potentially children and young people who undertake the Duke of Edinburgh award (should schools choose not to buy in support for the programme from the London team, and providing activities themselves, thereby ceasing local opportunities).
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	<p>The responsibility for the delivery of the programme is shared with the London Duke of Edinburgh team who, at the moment, license the Council's work, as well as with schools. Should the proposal to remove the Council's team proceed, schools would need to contract directly with the national team and provide activities themselves.</p> <p>The voluntary sector benefit from the Duke of Edinburgh programme because of the volunteer hours provided by the children and young people.</p> <p>Delivery of the silver award at the John Innes centre provides income to the YMCA.</p>

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

Data – pupils involved – numbers, gender, ethnicity, disability.

Stage 3: Assessing impact and analysis

14. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		√	√		Should schools choose not to continue with the Duke of Edinburgh programme, children and young people would lose this opportunity
Disability		√	√		The council team provides a service to support the Duke of Edinburgh programme in our special schools – small schools (such as special schools) might find it harder to deliver the programme without support.
Gender Reassignment		√		√	
Marriage and Civil Partnership		√		√	
Pregnancy and Maternity		√		√	
Race		√		√	
Religion/ belief		√		√	
Sex (Gender)		√		√	
Sexual orientation		√		√	
Socio-economic status		√		√	

15. If you have identified a negative impact, how do you plan to mitigate it?

Through consultation with schools encourage their take up of registration with and support from the London Duke of Edinburgh team, and promoting partnership working across schools for delivery of the programme.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and

include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have 'due regard' and you are advised to seek Legal Advice.

Outcome 4 – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
Children and Young People cease to have the opportunity to take up the Duke of Edinburgh award	Encourage schools' registration with the national team.	Survey of schools	September 2023	Existing	KS	Yes
Smaller schools may find it harder to deliver the programme	Encourage partnership working across local schools (building on the strong tradition of partnership working in Merton)	Survey of schools	September 2023	Existing	KS	Yes

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome 2 Assessment
The key impact would be if schools choose not to contract directly with the London team and work in partnership to maintain the programme, with impact potentially being greater on children and young people with SEND. Should this proposal proceed we would consult with schools and support their move to seeking registration with and support from the London team, and encourage their partnership working.

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Keith Shipman (Head of Education Inclusion)	Signature: KS	Date: 14/12/22
Improvement action plan signed off by Director/ Head of Service	Elizabeth Fitzpatrick (AD Education Early Help)	Signature: EF	Date: 14/12/22

Equality Analysis



What are the proposals being assessed?	CLLF 07 Brightwell Specialist Out of School provision re-commissioning
Which Department/ Division has the responsibility for this?	Education and Early Help Division

Stage 1: Overview	
Name and job title of lead officer	Allison Jones, Head of Early Years and Early Help
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>By April 2024, the aim is to secure a new provider for the Brightwell Specialist Out of School service.</p> <p>The service provides all year round shortbreaks/respite for children aged 5 – 18, with complex SEND and their families</p> <p>The objective is to secure a comparable service offer, delivered though a commissioned partner who can provide an economy of scale across a wider service offer and a possible relocation of the service.</p>

	<p>The desired outcome is that families and their children have access to high quality, flexible and responsive shortbreaks/respice across a wider service offer, managed by an organisation with expertise in the field of delivery of shortbreaks/respice.</p> <p><u>Staff</u></p> <p>There are currently approximately 15 permanent staff for 11.62 FTE posts, and staffing numbers fluctuate upwards depending on number of places that are taken up and the needs of the children. This proposal will impact on staffing in terms of adhering to TUPE requirements. A further business case following the council's reorganisation policy will take place once the decision to proceed has been made. This will require its own EIA.</p>
<p>2. How does this contribute to the council's corporate priorities?</p>	<p>This proposal will reinforce ensuring there is the best provision locally for our children and young people with Special Educational Needs and Disabilities.</p>
<p>3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.</p>	<p><u>Service users:</u></p> <p>There are 30 service users between the ages of 7 – 17, with an average attendance of 6- 8 attendees a session. There are more children attending who are over the age of 11 and up to 17, than there are children in the primary age range</p> <p><u>Communities:</u></p> <p>The provision is located in the St Helier ward, however families living across the whole borough access the service</p> <p><u>Partners/Stakeholders:</u></p> <p>Children With Disabilities team in Children's Social Care, Kids First, Public Health, special schools, families, suppliers of services, transport and other services that support access to provision for children with SEND. Property services/corporate if a new location is secured</p> <p><u>Workforce:</u></p> <p>There are approximately 15 staff at the nursery (11.62 FTE), and staffing numbers fluctuate upwards depending on number of places that are taken up and the needs of the children. This proposal will impact on staffing in terms of adhering to TUPE requirements. A further business case following the council's reorganisation policy will take place once the decision to proceed has been made. This will require its own EIA</p>
<p>4. Is the responsibility shared with another department, authority or</p>	<p>No, however all children access the service via a referral process predominantly through Children With Disabilities Team</p>

organisation? If so, who are the partners and who has overall responsibility?

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

We have data sets and information to identify and determine the impact of the proposal on protected characteristics. We are aware of the overall impact of this proposal for people with protected characteristics

Data and evidence used has been secured via:

- Registration and attendance data
- ITRENT /local records staff information (to be confirmed)

Information about children with disabilities in Merton via various databases/data sets

Stage 3: Assessing impact and analysis

16. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		√		√	<u>Service Users</u> There are no impacts identified as it is intended to secure an alternative provider to deliver services that are required <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required
Disability		√		√	<u>Service Users</u>

					There are no impacts identified as it is intended to secure an alternative provider to deliver services that are required, for children and young people with SEND <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required
Gender Reassignment					Not known
Marriage and Civil Partnership					Not known
Pregnancy and Maternity		√		√	<u>Service Users</u> None <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required
Race		√		√	<u>Service Users</u> There are no impacts identified as it is intended to secure an alternative provider to deliver services that are required <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required.
Religion/ belief					Not known
Sex (Gender)		√		√	<u>Service Users</u> There are no impacts identified as it is intended to secure an alternative provider to deliver services that are required <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required.
Sexual orientation					Not known
Socio-economic status		√		√	<u>Service Users</u> There are no impacts identified as it is intended to secure an alternative provider to deliver services that are required <u>Staffing –(detailed EIA as part of possible reorganisation/outsourcing)</u> TUPE regulations are anticipated to apply and HR and legal advice will be sought as required

17. If you have identified a negative impact, how do you plan to mitigate it?

We will commission a new provider to deliver the service with a high level of customer satisfaction. TUPE will apply to staff

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.

Outcome 4 – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
A reshaped offer may result in service changes, affecting families possible negatively and positively depending on need and circumstance	Consultation Coproduction Procurement process	New provider delivers service and high level customer satisfaction	April 2024	Existing	Allison Jones	Y

	Service specification meets need					
Changes to staffing are expected due to TUPE, and anticipated move to a new employer	Support staff to take up training and develop skills so they have opportunities across the sector in alternative employment if applicable Follow policies and seek advice and guidance from Equality and Community Cohesion Officer and HR at the point of implementing the start point of the process	Reorganisation implemented, staff access training and skill development Staff access new roles either in Council, in new employment	April 2024	Existing	Allison Jones	Y

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [2](#) Assessment

We have identified some potential impacts as set out above, but as it is our intention to continue to provide the service but with an external provider these can be mitigated by the specification of that service and the choice of the new provider.

Stage 5: Sign off by Director/ Head of Service			
Assessment completed by	Allison Jones	Signature: AJ	Date: 21/12/22
Improvement action plan signed off by Director/ Head of Service	Elizabeth Fitzpatrick	Signature: EF	Date: 21/12/22

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	CSF2324- 01 Pension & redundancy costs
Which Department/ Division has the responsibility for this?	CLLF

Stage 1: Overview	
Name and job title of lead officer	Richard Ellis, AD Strategy & Commissioning
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	CLLF retain a budget to support maintained schools with the cost of redundancies relating to staff that are LBM employees. This budget has underspent significantly in recent years. Even with the risk of more redundancies we do not believe that the costs to CLLF will use up the budget and therefore there is headroom to reduce the budget by £550k.
2. How does this contribute to the council's corporate priorities?	Financial sustainability
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	The budget support schools with the cost of redundancies. Reducing the budget has no impact on their decision making or on access to pensions and redundancy payments for staff.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the	no

partners and who has overall responsibility?

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

Budget outturn for previous years and the 2023/24 budget forecast

Stage 3: Assessing impact and analysis

18. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		x	The reduction in budget has no impact of the number of or selection for redundancies
Disability		X		X	
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	

Socio-economic status		x		X	
-----------------------	--	---	--	---	--

19. If you have identified a negative impact, how do you plan to mitigate it?

None identified

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.
- Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
---	-----------------------------	---	---------	-----------------------------------	--------------	--

None identified						

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome 1 Assessment
The saving is an adjustment to an underspending budget

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Richard Ellis AD Strategy & Commissioning	Signature: RE	Date:1/12/22
Improvement action plan signed off by Director/ Head of Service	Jane McSherry, Director CLLF	Signature: JM	Date: 6/1/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	A review of parking permit prices in Controlled Parking Zones, principally to catch up with inflation since January 2020.(ENV2023-24 11)
Which Department/ Division has the responsibility for this?	ECPS/ Public Protection/ Parking Services

Stage 1: Overview	
Name and job title of lead officer	Gavin Moore, Parking Services
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	A review of parking permit prices in Controlled Parking Zones, principally to catch up with inflation since January 2020. In addition: <ul style="list-style-type: none"> Reform of visitor charges to better meet the needs of cared-for residents
2. How does this contribute to the council's corporate priorities?	The proposals will ensure that charges are sufficient to meet the costs of parking services, supporting considerate and legal parking and driving, and financial self-sufficiency and efficiency: Civic Pride Reform of visitor pricing will seek to provide better options for carers: Civic Pride
3. Who will be affected by this proposal? For example, who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	1. Residents who own cars in CPZs and wish to park on-street 2. Cared-for residents whose carers require parking in CPZs
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	Future Merton/Highways, but this is a Parking Services lead

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

We have records of current permit issuance.

Car ownership is associated with relatively higher income levels and wealth, and is therefore less common amongst the specific equality groups identified below.

Stage 3: Assessing impact and analysis

20. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		X	People under 21 and over 65 are less likely to be car owners
Disability	X			X	Reform of visitor charges will seek to improve our offer to carers
Gender Reassignment		X		X	No disproportionate impact
Marriage and Civil Partnership		X		X	No disproportionate impact
Pregnancy and Maternity		X		X	No disproportionate impact
Race		X		X	No disproportionate impact
Religion/ belief		X		X	No disproportionate impact
Sex (Gender)		X		X	Men are more likely to be car owners than women
Sexual orientation		X		X	No disproportionate impact
Socio-economic status		X	X		Possible impact – higher prices may impact more on drivers who are less wealthy than other car owners. However, car owners typically have higher incomes and wealth than households who cannot afford a car.

21. If you have identified a negative impact, how do you plan to mitigate it?

An increase in permit prices of £10-£30 p.a. is of low impact compared to the cost of owning and keeping a car on the road, which insurance companies estimate to be at least £3k p.a.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

Outcome 2 – The EA has identified adjustments to ...better promote equality. Actions you propose to take to do this should be included in the Action Plan.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.

Outcome 4 – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Potential Negative or Positive Impact	Action required	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
Provide better parking permit options for carers and cared-for	Reform of visitor permit options and prices	Develop proposals and implement Analyse uptake of revised offer	Q4 22/23 Q1 2024/5	Existing	Gavin Moore	Yes
Higher permit prices of £10-£30 p.a. may have marginally greater impact on car owners who are not as well off as other car owners	None. Permit prices are a service charge for the management and enforcement of CPZs, and of equal benefit for all resident car owners.	n/a	n/a	n/a	n/a	n/a

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [2](#) Assessment

The Action will essentially be the review of visitor parking permit options to better meet the needs of the cared-for and their carers. This work has not yet been undertaken.

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Gavin Moore, Parking Services	Signature: gavin.moore@merton.gov.uk	Date: 02/12/2022
Improvement action plan signed off by Director/ Head of Service	Adrian Ash, Executive Director of Environment, Civic Pride and Climate	Signature:	Date:07/12/2022

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	ENV2023-24 12 Revenue saving of £54,000 from 2024/5. Road Safety Officer and School Travel Support
Which Department/ Division has the responsibility for this?	E&R Sustainable Communities (Future Merton)

Stage 1: Overview

Name and job title of lead officer	Paul McGarry, Head of Future Merton
------------------------------------	-------------------------------------

<p>1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)</p>	<p>Budget savings to be achieved through deletion of a revenue funded road safety post in FutureMerton's budget from 2024-25 onwards.</p> <p>The saving equates to 100% of the service and deletion of the post.</p> <p>Officers will seek alternative external funding sources in future funding rounds, either via TFL Local Implementation Plan, charging schools for the service or recycling of school streets ANPR income. If no external funding is sought, the post would be vulnerable.</p> <p>EQIA Outcome 2 – mitigation sought through alternative funding sources.</p>
<p>2. How does this contribute to the council's corporate priorities?</p>	<p>The proposal seeks to reduce revenue spend in line with the Councils savings targets and medium term financial strategy.</p>
<p>3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.</p>	<p>The post currently delivers cycle training, school travel plans and other sustainable transport initiatives. However, alternative options are being explored for future via Public Health and the Healthy Streets Programme or by external sponsored provision.</p> <p>The saving (if no external funding is found) would impact on the Council's ability to support safe and active travel to schools, school cycle training service and maintaining school travel plans.</p>
<p>4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?</p>	<p>N/A</p>

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

The saving is required to adhere to the Council's medium term financial strategy. Whilst the services are valued by users; it is a non-statutory function of the traffic and highways service.

Officers intend to seek alternative external funding for the post in future bidding rounds to TFL; or by working in partnership with Public Health to support active travel more broadly; particularly around schools.

Road safety around schools has been boosted since 2020 with the introduction of 28 School Streets and the adoption of TFL STARZ online cycle training programmes to offset some of the demand for physical on-site training.

Stage 3: Assessing impact and analysis

22. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age			x		The proposal could disproportionately affect younger residents who, via schools, benefit from the outcomes of school travel plans and cycle training initiatives. Younger road users are some of the most vulnerable.
Disability				x	As above
Gender Reassignment				x	As above
Marriage and Civil Partnership				X	As above
Pregnancy and Maternity				X	As above
Race				X	As above
Religion/ belief				X	As above
Sex (Gender)				X	As above
Sexual orientation				X	As above
Socio-economic status				X	As above

23. If you have identified a negative impact, how do you plan to mitigate it?

The proposal could disproportionately affect younger residents who, via schools, benefit from the outcomes of school travel plans and cycle training initiatives. Younger road users are some of the most vulnerable. The Council has taken mitigation steps by rolling out 28 school streets; reducing road danger near schools. Whilst the revenue saving would mean stopping the service; this may be mitigated through seeking external funding, or recycling income from School Streets activities (ANPR fines) to support the ongoing delivery of the service.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed.

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully.

Outcome 4 – The EA shows actual or potential unlawful discrimination.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
Potential negative impact on younger road users and school road safety	Greater onus on schools to promote road safety and partnership working with Public Health (Heathy Streets) to support schools in promoting active travel	Schools taking greater ownership of having up-to-date School Travel Plans. Promotion of active travel through the walking and cycling strategy	March 2025	Existing	PMcG	TBC

--	--	--	--	--	--	--

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in a Negative 2 Assessment Outcome with mitigation

- The saving equates to the cessation of the service (subject to future external funding bids in 2024/5)

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Paul McGarry Head of FutureMerton	Signature:PMcG	Date:5/1/23
Improvement action plan signed off by Director/ Head of Service	Adrian Ash, Director for Environment and Regeneration	Signature:AA	Date:5/1/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet). Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	ENV2023-24 13 Revenue saving of £32,000 from 2024/5. Provision of borough Christmas decorations.
--	---

Which Department/ Division has the responsibility for this?	E&R Sustainable Communities (Future Merton)

Stage 1: Overview	
Name and job title of lead officer	Paul McGarry, Head of Future Merton
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>Budget savings to be achieved through reduction of revenue funding in FutureMerton’s budget from 2024-25 onwards.</p> <p>The saving equates to 100% of the service.</p> <p>Provision of Christmas Decorations – FutureMerton delivers on the installation and maintenance of the borough’s Christmas lights and town centre Christmas trees.</p> <p>This saving could potentially move the provision of Christmas decorations and the installation of lights from the service’s revenue remit. In the interim Civic Pride Fund reserves could be used to fund the Christmas activities whilst other sustainable funding alternatives are sourced, either by partners or external sponsorship. Switching the installation of festive lighting to the Civic Pride fund will achieve the required revenue saving in the service area.</p> <p>EA Outcome 1 – no impact</p>
2. How does this contribute to the council’s corporate priorities?	The proposal seeks to reduce revenue spend in line with the Councils savings targets and medium term financial strategy.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	The proposal seeks to move the festive lighting costs from the service revenue budget, to the Civic Pride Fund to ensure the ongoing provision of festive lighting whilst alternative sources of funding or sponsorship are considered from 2026/7 onward.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	N/A

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

N/A – proposal is to move funding from revenue to reserves whilst maintaining the service.

Stage 3: Assessing impact and analysis

24. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age				x	N/A – provision of festive lighting has no impact on age
Disability				x	N/A – provision of festive lighting has no impact on disability
Gender Reassignment				x	N/A – provision of festive lighting has no impact on gender reassignment
Marriage and Civil Partnership				X	N/A – provision of festive lighting has no impact on partnership status
Pregnancy and Maternity				X	N/A – provision of festive lighting has no impact on maternity
Race				X	N/A – provision of festive lighting has no impact on race
Religion/ belief				X	Festive lighting supports town centres and high streets primarily; though is considered as a celebration of Christmas in the Christian calendar.
Sex (Gender)				X	N/A – provision of festive lighting has no impact on gender
Sexual orientation				X	N/A – provision of festive lighting has no impact on sexual orientation
Socio-economic status				X	N/A – provision of festive lighting has no impact on economic status

25. If you have identified a negative impact, how do you plan to mitigate it?

N/A

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully.
- Outcome 4** – The EA shows actual or potential unlawful discrimination.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis is an Outcome 1 1 Assessment

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Paul McGarry Head of FutureMerton	Signature:PMcG	Date:5/1/23
Improvement action plan signed off by Director/ Head of Service	Adrian Ash, Director for Environment and Regeneration	Signature:AA	Date:5/1/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	ENV2023-24 14 Revenue saving of £30,000 from 2024/5. Cessation of various professional development subscriptions.
Which Department/ Division has the responsibility for this?	E&R Sustainable Communities (Future Merton)

Stage 1: Overview	
Name and job title of lead officer	Paul McGarry, Head of Future Merton
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service,	This saving would be from reviewing all subscriptions that are currently funded by the Council, with the retention of one professional membership for officers.

deletion of posts, changing criteria etc)	The withdrawal of this will mean that support received automatically as a result of being a subscription holder will reduce direct access to certain organisations such as New London Architecture and Urban Design London and so alternative methods of Continuous Professional Development and networking will need to be explored. EQIA Outcome 2 – requires mitigation.
2. How does this contribute to the council's corporate priorities?	The proposal seeks to reduce revenue spend in line with the Councils savings targets and medium term financial strategy.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	The proposal seeks to reduce access to built-environment specific training and networks which contribute to ongoing professional development. The proposal only affects staff development rather than residents. Will also require review of LBM learning and development / people strategy to support professional development specific to the service area.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	N/A

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

The proposal is to achieve savings through the consolidation of professional development and learning networks.

Urban Design London (UDL)

About ← Urban Design London

Subscription provides access to a number of seminars, learning (real life and online) and site visits; sharing best practice in Planning, Urban Design, Streets and Public Spaces and now; lower carbon planning and retrofits. Used by Regeneration, Highways and Development Control.
Annual Subscription c4000 p/a.

Future of London (FOL)

Future of London - The capital's network for built environment practitioners

Subscription provides access to networking events (sharing best practice in Planning, Regeneration, Council Housebuilding, low carbon building.

No periodicals, but access to research papers / Lobbying for London on planning matters.
 Subscription also provides for one candidate per year to join FOL Leaders and Leaders plus, for staff wishing to progress their career through a programme leadership training and mentoring. Used by FutureMerton and Development Control.
 Annual subscription c£4500 p/a

New London Architecture (NLA)

New London Architecture (nla.london)

Subscription provides access to seminars, learning, expert panels, site visits and publications including research papers as well as the New London Quarterly magazine. NLA also showcase borough projects in their gallery, at the MIPIM and London Real Estate Forum conferences. Paper. Used by FutureMerton, Planning and Members who also attend events and receive publications.
 Annual Subscription c£4500 p/a

Stage 3: Assessing impact and analysis

26. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age				X	N/A
Disability				X	N/A
Gender Reassignment				X	N/A
Marriage and Civil Partnership				X	N/A
Pregnancy and Maternity				X	N/A
Race				X	N/A
Religion/ belief				X	N/A
Sex (Gender)				X	N/A
Sexual orientation				X	N/A
Socio-economic status				X	N/A

27. If you have identified a negative impact, how do you plan to mitigate it?

Potential impacts on access to learning and professional development could have a negative impact on age, race and gender in terms of specific training opportunities. This will be mitigated through identifying service / profession specific learning and development needs, including online seminars and learning; through the appraisal process and the Council’s Learning & Development and People Strategy.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed..

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully..

Outcome 4 – The EA shows actual or potential unlawful discrimination..

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in a Neutral [add](#) Assessment Outcome

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Paul McGarry Head of FutureMerton	Signature:PMcG	Date:5/1/23
Improvement action plan signed off by Director/ Head of Service	Adrian Ash, Director for Environment and Regeneration	Signature:AA	Date:5/1/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	ENV2023-24 15 Revenue saving of £50,000 from 2024/5. Highway Conditions Surveys.
Which Department/ Division has the responsibility for this?	E&R Sustainable Communities (Future Merton)

Stage 1: Overview	
Name and job title of lead officer	Paul McGarry, Head of Future Merton
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>This saving would be achieved by reducing the revenue budget allocated towards highway condition surveys.</p> <p>The radar conditions surveys help prioritise the resurfacing programme. The service can be funded via additional highway income or by revised contractual arrangements.</p> <p>This saving is 100% of the revenue budget for this service (to then be covered via increased income elsewhere in the service)</p> <p>EQIA Outcome 1 – no impact</p>
2. How does this contribute to the council's corporate priorities?	The proposal seeks to reduce revenue spend in line with the Councils savings targets and medium term financial strategy.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	The proposal seeks to reduce the revenue available to commission contractors to undertake annual radar surveys of Merton's road network. The Council will still undertake regular highway inspections manually. It is also proposed that whilst the cost is removed from the team's revenue budget; the service can still be provided through increased income through fees and charges on the highway network.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	N/A

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

The proposal is to achieve savings by reducing the revenue budget and replacing it with increased income to maintain the annual surveys related to the capital programme.

Stage 3: Assessing impact and analysis

28. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age				x	N/A
Disability				x	N/A
Gender Reassignment				x	N/A
Marriage and Civil Partnership				X	N/A
Pregnancy and Maternity				X	N/A
Race				X	N/A
Religion/ belief				X	N/A
Sex (Gender)				X	N/A
Sexual orientation				X	N/A
Socio-economic status				X	N/A

29. If you have identified a negative impact, how do you plan to mitigate it?

N/A

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.

Outcome 4 – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in a Neutral [add](#) Assessment Outcome

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Paul McGarry Head of FutureMerton	Signature:PMcG	Date:5/1/23
Improvement action plan signed off by Director/ Head of Service	Adrian Ash, Director for Environment and Regeneration	Signature:AA	Date:5/1/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Greenspaces: Partnership and Spend to Save Projects (ENV2023-24 16)
Which Department/ Division has the responsibility for this?	Public Space Greenspace

Stage 1: Overview	
Name and job title of lead officer	Andrew Kauffman Head of Parks Services
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>The LBM and LTA are preparing an options appraisal that would see LBM tendering use of the boroughs courts to Licensed Tennis Coaches so that they could charge for Tennis Coaching.</p> <p>The income from licensed coaches would generate the £80,000 sinking fund as well as generate a surplus income of circa £30,000 per year</p>
2. How does this contribute to the council's corporate priorities?	Borough of Sport
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	<p>Who are your customers (staff, service users, stakeholders, partners etc)</p> <p>Licensed tennis coaches that would need to pay a market rate for the use of fully refurbished courts</p> <p>Residents and non-residents that would need to pay a premium for getting tennis coaching on the boroughs courts</p> <p>Who will your proposals benefit?</p>

	<p>Council who would see income that could be reinvested back into the future management and maintenance of its hard surface court infrastructure</p> <p>How will your proposals benefit the council</p> <p>Councils Increased income above sinking fund base line could offset budget pressures in other services</p>
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	<p>State here whether there are any other service areas, divisions, directorates, partner agencies (such as contracted organisations), other statutory bodies (e.g. the police, other councils etc) or the community and voluntary sector involved in the delivery of this function.</p> <p>LBM Leisure Services</p> <p>LBM Service providers Idverde UK (Who would still control 10no courts at Wimbledon Park so as not to impact on Phase C Lot 2 contract)</p>

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

List the type of evidence / Analysis of what this evidence tells you regarding the impact on the protected characteristics (equality groups).
National analysis of Tennis Coaching Charging Models conducted by partner organization and sports governing body The Lawn Tennis Association

What impact has this evidence had on what you are proposing?
We have used these National and Regional data sets to build a model for the local market for tennis coaching

If there are gaps in data (for example information not being available) you may have to address this by including plans to generate this information within your action plan.

We may need further park user surveys locally to gauge potential impacts in the socio economic groups in West / Centre and East of the borough

Stage 3: Assessing impact and analysis

30. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age	X		X		Investment in sports infrastructure would see more residents able to access good quality hard surface courts although there is a bias towards courts in West and Central Wards
Disability	x			X	Great accessible courts due to infrastructure investment
Gender Reassignment				X	
Marriage and Civil Partnership				X	
Pregnancy and Maternity				X	
Race				X	
Religion/ belief				X	
Sex (Gender)				X	
Sexual orientation				X	
Socio-economic status				X	Group might be greater impacted by the increased price of tennis coaching although greater access to good quality courts to play tennis for FREE would far outweigh the disbenefit.

31. If you have identified a negative impact, how do you plan to mitigate it?

Summarise actions you plan to mitigate the negative impact(s) identified above. Detail for these actions should be included in the Improvement Action Plan (Section 9 below).

Increasing price point for chargeable tennis coaching and % time lost on courts would be far out weighed by FREE play and pay to play tennis access on improved court through the infrastructure development.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed..

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully.

Outcome 4 – The EA shows actual or potential unlawful discrimination..

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
Increased price for tennis coaching in Merton due to charges inferred to coaches for the use of the court	Strong coaching contract	Sports usership survey annually	23-25	Existing staff time ownus on coaches to provide the date under term of the contract	AK	
Reduced access to % of courts allocated to tennis coaches for	Strong coaching contracts with Community User agreements	Annual user agreement	23-25	Existing staff time ownus on coaches to provide the date under term of the contract	AK	

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [add](#) Assessment

Please include here a summary of the key findings of your assessment.

- What are the key impacts – both negative and positive – you have identified?
 Negative: Increase in price for tennis coaching in Merton
 Positive: Additional income supports sinking fund for future maintenance and surplus to reinvest into savings to support financial pressures on under performing services
- Are there any particular groups affected more than others?
 Residents and Non-residents looking for tennis coaching
 % loss of courts that would be allocated to Tennis Coaches
- What course of action are you advising as a result of this assessment?
 Agree % community users agreement for each court system in the tennis coaching contracts
- If your EA is assessed as Outcome 3 and you suggest to proceeding with your proposals although a negative impact has been identified that may not be possible to fully mitigate, explain your justification with full reasoning.
 Not applicable

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Andrew Kauffman Head of Parks	Signature:	Date: 05/01/2023
Improvement action plan signed off by Director/ Head of Service	Adrian Ash	Signature:	Date: 06/01/23

Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Greenspaces: Partnership and Spend to Save Projects (ENV2023-24 17)
Which Department/ Division has the responsibility for this?	Public Space Greenspace

Stage 1: Overview	
Name and job title of lead officer	Andrew Kauffman Head of Parks Services
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>Linked to a recent review of park buildings and tythe properties and a wider asset management review that the LBM Greenspaces Team have been supporting, a number of potential Spend to Save projects on these assets could yield a healthy market rent of between £1500 - £2000 per calendar month as well as stem any further dilapidation of these building assets.</p> <p>Many of these building were allocated to staff when the Parks Service was in house, but with the Phase C Lot 2 contract outsourcing this contract has left a number of properties empty and progressing into further decline</p> <p>Obviously, this project will require a full professional audit of the current building stock through a detailed asset management review to be managed by LBM Property Management Team</p> <p>Current tythe buildings being considered</p> <ul style="list-style-type: none"> • Mostyn Gardens (Tythe Property currently let by Jonathan Moss) • Commons Extension (Tythe Property currently let by Jonathan Moss) • Cannizaro Park Priest House (Vacant building) • Cannizaro Park Bungalows x3 (Tythe Property currently let by Jonathan Moss only 1 currently let 2 vacant) • John Innes Park 3 Bed House (Vacant building in decline) • Canons House and Grounds (vacant) <p>2 additional properties are under review</p>

Additional properties are also under review	Housing Need
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	<p>Who are your customers (staff, service users, stakeholders, partners etc)</p> <p>Property Management - will increase available housing stock</p> <p>Who will your proposals benefit?</p> <p>Greenspaces assets currently laying vacant will be protected from further decline</p> <p>Provision of Housing Stock to Property Management</p> <p>How will your proposals benefit the council</p> <p>Generating income from Parks Assets that are currently laying vacant</p>
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	<p>State here whether there are any other service areas, divisions, directorates, partner agencies (such as contracted organisations), other statutory bodies (e.g. the police, other councils etc) or the community and voluntary sector involved in the delivery of this function.</p> <p>LBM Property Management</p>

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

List the type of evidence / Analysis of what this evidence tells you regarding the impact on the protected characteristics (equality groups).

What impact has this evidence had on what you are proposing?

If there are gaps in data (for example information not being available) you may have to address this by including plans to generate this information within your action plan.

Stage 3: Assessing impact and analysis

32. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		X	
Disability		X		X	
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	
Socio-economic status		X		X	Group might be greater impacted as we would be looking to generate market value rentals values from these properties

33. If you have identified a negative impact, how do you plan to mitigate it?

Summarise actions you plan to mitigate the negative impact(s) identified above. Detail for these actions should be included in the Improvement Action Plan (Section 9 below).
 Consider sliding scale of rentals depending upon location and demands

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

Outcome 1 – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

Outcome 2 – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.

Outcome 3 – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.

Outcome 4 – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?
Requirement for Market Rental Value to be achieved to maximise councils return on investment	Review current housing requirements within the borough	Reduction of council waiting lists	24/25	Additional Resources will need to be built into the Asset Management Review	Estates and Valuations	

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome add Assessment
<p>Please include here a summary of the key findings of your assessment.</p> <ul style="list-style-type: none"> What are the key impacts – both negative and positive – you have identified? Negative: Market rentals required to increase the return on Investment Positive: More properties in the council portfolio available for rental market Are there any particular groups affected more than others? No What course of action are you advising as a result of this assessment? Await results of the Asset Management Review of the properties and review in line with LBM Property Requirements If your EA is assessed as Outcome 3 and you suggest to proceeding with your proposals although a negative impact has been identified that may not be possible to fully mitigate, explain your justification with full reasoning. Not applicable

Stage 7: Sign off by Director/ Head of Service			
Assessment completed by	Andrew Kauffman Head of Parks	Signature:	Date:06/01/2023
Improvement action plan signed off by Director/ Head of Service	Adrian Ash	Signature:	Date:06/01/2023

Equality Analysis



<p>Please refer to the guidance for carrying out an Equality Analysis. Text in blue is intended to provide guidance – you can delete this from your final version.</p>

What are the proposals being assessed?	Waste disposal minimisation (ENV2023-24 18)
--	---

Which Department/ Division has the responsibility for this?	E&R – Public Space
---	--------------------

Stage 1: Overview	
Name and job title of lead officer	John Bosley AD Public Space
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>What are you proposing and what are they designed to deliver?</p> <p>Following the successful roll out of the new waste disposal contract for Food and Garden waste processing in Sept 2022 along with the reduced disposal and processing cost for our Dry Mix Recycling (DMR) the overall cost associated directly with the processing and disposal of waste has been reduced.</p> <p>Area to Note - Savings proposal is for short term until 2024/25. The £100k proposed savings is based on a contract requirement for current Pase C Lot 1 to manage the costs of recyclates. The deliverability of this savings proposal is considered high.</p>
2. How does this contribute to the council's corporate priorities?	To identify potential savings. £100k in 2023/24
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	N/A the disposal of waste has no impact on our residents and all collection services remain unchanged. As such residents will see no direct impact on their collection service.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	No – This project is part of the wider work undertaken in Partnership with our neighbouring boroughs who form the South London Waste Partnership

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

1. Continued monthly monitoring of our waste volumes. It is important to note that the monitoring of waste volumes does not impact on our residents / customers

Stage 3: Assessing impact and analysis

34. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		✓		✓	
Disability		✓		✓	
Gender Reassignment		✓		✓	
Marriage and Civil Partnership		✓		✓	
Pregnancy and Maternity		✓		✓	
Race					
Religion/ belief		✓		✓	
Sex (Gender)		✓		✓	
Sexual orientation		✓		✓	
Socio-economic status		✓		✓	

35. If you have identified a negative impact, how do you plan to mitigate it?

1.
N/A

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have 'due regard' and you are advised to seek Legal Advice.
- Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome [add](#) Assessment

[Please include here a summary of the key findings of your assessment.](#)

None identified.

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Charles Baker	Signature:	Date: 8 10 2019
Improvement action plan signed off by Director/ Head of Service	John Bosley	Signature:	Date:

Equality Analysis



Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Wood disposal processed by Thermal Treatment (ENV2023-24 19)
Which Department/ Division has the responsibility for this?	Public Space – Waste Services

Stage 1: Overview

Name and job title of lead officer	Charles Baker Commissioning Manger Public Space
------------------------------------	---

1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	Wood material collected at HRRC (Grades A to D) to be primarily processed by thermal treatment (fuel) as opposed to being recycled. This will provide a reduced cost and compliant process for the treatment of household wood waste, whilst not increasing the Carbon intensity of the processing output.
2. How does this contribute to the council's corporate priorities?	Impact on carbon emissions and current council policy on recycling. - R1 compliant technology, classified as a fuel but negative impact of recycling rate and associated perception of the Public of the service performance indicator.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	None – The service will still meet the needs of our residents and the HRRC facility will continue to collect and segregate this material for onward processing.
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	As part of our partnership arrangements with the South London Waste Partnership and our Joint Waste Committee we will need to ensure that they are advised on our approach. Our Service provider, Veolia will need to be advised of our intention and alternative processor identified.

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

Currently being developed with SLWP partnering boroughs, this proposal will have a negative impact on our overall recycling rate of 3-5% gross, lowering our current annual rate to 37-38%. There is a potential CO2 savings with this proposal and deliverability is considered medium as a contract variation would be required. Savings will be assumed within new contract costs post 2025/26. The service will explore pre-processing separation for grade A wood materials to mitigate the loss of recycling tonnage.

Stage 3: Assessing impact and analysis

36. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		X		X	
Disability		X		X	
Gender Reassignment		X		X	
Marriage and Civil Partnership		X		X	
Pregnancy and Maternity		X		X	
Race		X		X	
Religion/ belief		X		X	
Sex (Gender)		X		X	
Sexual orientation		X		X	
Socio-economic status		X		X	

37. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

OUTCOME 1 - X

OUTCOME 2

OUTCOME 3

OUTCOME 4

Stage 5: Sign off by Director/ Head of Service

Assessment completed by	Charles Baker Commissioning Manager Public Space	Signature:	Date:21 10 2020
Improvement action plan signed off by Director/ Head of Service	Add name/ job title	Signature:	Date:

Equality Analysis

Please refer to the guidance for carrying out Equality Analysis (available on the intranet).
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Increasing availability of Supported Living schemes as a positive alternative to residential care for adults with learning disabilities.
Which Department/ Division has the responsibility for this?	Community and Housing

Stage 1: Overview

Name and job title of lead officer	Keith Burns, Interim Assistant Director, Commissioning
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals)	Increasing the availability and use of supported living as a positive alternative to residential care for adults with learning disabilities. This will include using supported living as a positive alternative for individuals requiring a move to accommodation based care increasing choice and independence and support We will

<p>e.g. reduction/removal of service, deletion of posts, changing criteria etc)</p>	<p>also look for opportunities to support individuals to move back to the borough from out of area residential placements if they would like to do this moving them to be closer to their families and neighbourhoods . Saving deliverable from 2025/26 linked to redevelopment of JMC site and the provision of 20 units of supported accommodation as part of that project. New commissioning arrangements will also be developed during 2023/24 to support the delivery of personalised 24/7 care and support as well as increased access to suitable accommodation. Successful delivery of the project will enable the Council to continue to meet its statutory duties to individuals under the Care Act 2014 in a way that is more personalised and flexible than traditional residential care models offer while improving outcomes for residents.</p>
<p>2. How does this contribute to the council's corporate priorities?</p>	<p>The proposed redevelopment of the Jan Malinowski Centre site supports the delivery of affordable housing within the Building a Sustainable Future priority. Enabling individuals to live more locally to family and community is consistent with the Nurturing Civic Pride priority.</p>
<p>3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.</p>	<p>Individuals with a learning disability to whom the Council owes statutory duties under the Care Act 2014. This will include individuals who require accommodation based care and support for the first time (young people leaving full time education and adults living in a family home) as well as individuals currently living in residential care settings. All individuals will have had a Care Act Assessment and Care and Support Planning completed prior to any move.</p>
<p>4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?</p>	<p>Building proposals being taken forward in conjunction with Environment and Regeneration.</p>

Stage 2: Collecting evidence/ data

5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

National evidence on the effectiveness of Supported Living provides a strong evidence base for improving outcomes and independence. The individualised nature of care and support needs means that impact on individuals will be considered as a key factor through the Care Act Assessment and Care and Support Planning processes.

Stage 3: Assessing impact and analysis

38. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		✓		✓	
Disability	✓			✓	Supported Living schemes as an alternative to residential care provide for increased choice and control as well as increased independence for adults with learning disabilities. Increasing access to supported living as a positive option therefore increases quality of life for this cohort.
Gender Reassignment		✓		✓	
Marriage and Civil Partnership		✓		✓	
Pregnancy and Maternity		✓		✓	
Race		✓		✓	
Religion/ belief		✓		✓	
Sex (Gender)		✓		✓	
Sexual orientation		✓		✓	
Socio-economic status		✓		✓	

39. If you have identified a negative impact, how do you plan to mitigate it?

No negative impacts identified.

Stage 4: Conclusion of the Equality Analysis

8. Which of the following statements best describe the outcome of the EA (Tick one box only)

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

- Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed.
- Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality.
- Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully.
- Outcome 4** – The EA shows actual or potential unlawful discrimination.

Stage 5: Improvement Action Pan

9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.

Stage 6: Reporting outcomes

10. Summary of the equality analysis

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome 1 Assessment

- The project provides an opportunity to increase choice and provide more personalised outcomes for individuals with learning disabilities. No negative impacts on protected characteristics are identified.

Stage 7: Sign off by Director/ Head of Service

Assessment completed by	Keith Burns, Interim Assistant Director, Commissioning	Signature: <i>Keith Burns</i>	Date: 05 January 2022
Improvement action plan signed off by Director/ Head of Service	John Morgan, Interim Director, Community and Housing	Signature: <i>John Morgan</i>	Date: 06 January 2022