

## Appendix 6 BCP Equality Impact Assessment Template

### Executive Summary and Conclusions

*Once the Equality Impact Assessment Template has been completed, please summarise the key findings here. Please send a copy of your final document to the Policy and Performance Team.*

In February 2020 Council agreed a general fund 2020/21 net revenue budget of £283 million, and a capital programme of £106 million. Budgets were also agreed for the housing revenue account (HRA). In May 2020 a finance update paper to Cabinet considered the impact of the pandemic on the council's approved 2020/21 budget under several potential scenarios. The first 2020/21 budget monitoring report for 2020/21 in June 2022 estimated the impact of the pandemic to be a £52.3 million in-year pressure (net of any specific government grants) reduced to a £30.3 million funding gap once £22.0 million in non-ringfenced Covid-19 emergency government funding.

A significant proportion of the deficit can be attributed to the rise in funding that is required to meet increasing demand from Adult and Children's services. The proposal provides an additional £20.6m for these two services in particular in 2021/22; as well as £50,000 for the development and delivery of a Community Engagement Strategy that will broaden decision making enabling more people to co design BCP Council services and £302,00 to bring forward the development of more affordable housing.

The proposal will impact on establishment figures and reductions in establishment with additional savings expected to derive through bringing forward the transformation of the council and a reduction in headcount and review of pay and reward

Consequently, there is a continued risk that some aspects of the budget may have a cumulative impact on older people and disabled people as well as on specific staff due to the profile of BCP Council area and its workforce.

An assessment of the potential cumulative impact of the separate proposals will therefore need to be continued throughout the transformation process and reflected through subsequent MTFP update reports. It is recommended that robust equality analysis exercises continue to be undertaken in line with BCP Council's equality and Diversity Policy and Equality Impact Assessment Guidance.

## Appendix 6 BCP Equality Impact Assessment Template

Part 1 - The Project	
<b>Policy/Service under development/review:</b>	BCP Council Budget and Medium-Term Financial Plan 2021/22
<b>Service Unit:</b>	Finance
<b>Service Lead:</b>	Adam Richens
<b>Contributors to the Equality Impact Assessment:</b>	Tina Worthing, Paul Mitchell, Nicola Webb, Sam Johnson
<b>Date assessment started:</b>	27/05/20
<b>Date assessment completed:</b>	21/01/21
What are the aims/objectives of the policy/service?	<p>To deliver a sustainable balanced budget for 2020/21 which enables BCP Council to meet statutory obligations whilst responding to changing activity, increased demand and ongoing fiscal challenges, and to detail how the council plans to finance its operations and meet strategic priorities.</p> <p>The proposed net service budget is £283m funded by 76% from council tax income, 21% from business rate income, 1% from revenue support grant, % from new homes bonus and 1% other items</p>
What outcomes will be achieved with the new or changed policy/service?	BCP Council will have set an annual balanced budget as required which details how its income and expenditure, are to be allocated and used. identified in bringing forward any budget proposals which are then used to inform final budget decisions
Are there any associated services, policies or procedures?	<ul style="list-style-type: none"> <li>• <a href="#">Consolidated Medium Term Financial Plan update</a> for Bournemouth Christchurch and Poole Council</li> <li>• <a href="#">Equality Act 2010</a></li> <li>• <a href="#">Medium Term Financial Plan 091019pp.309-326</a></li> <li>• <a href="#">Medium Term Financial Plan Update Report 201219pp.95-130</a></li> </ul>

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Part 1 - The Project	
	<ul style="list-style-type: none"> <li>• <a href="#">Organisational Development Design Outcomes - KPMG Report pp.89-164</a></li> <li>• <a href="#">Equality Impact Assessment Guidance</a></li> <li>• Bournemouth Christchurch &amp; Poole Purpose Statements</li> <li>• Local Government Settlement for 2020</li> <li>• Redundancy and Redeployment Policies of preceding councils</li> <li>• Recruitment and Selection Policies of preceding councils</li> <li>• Bournemouth Organisational Change Management guidelines</li> </ul>
Please list the main people, or groups, that this policy/service is designed to benefit, and any other stakeholders involved:	<ul style="list-style-type: none"> <li>• BCP Council Cabinet</li> <li>• Residents</li> <li>• Business Rate payers</li> <li>• Local Council tax payers</li> <li>• BCP Council Employees</li> <li>• Clients of all Council services, specifically Adult and Children's Services</li> <li>• Care experienced Young People</li> <li>• Children looked after</li> <li>• Young people in Bournemouth Christchurch &amp; Poole</li> <li>• BCP Council Partnerships</li> <li>• Visitors to Bournemouth Christchurch &amp; Poole</li> <li>• Schools, Academies and Universities</li> <li>• Voluntary and Community Sector led organisations in Bournemouth, Christchurch &amp; Poole</li> </ul>
With consideration for their clients, please list any other organisations, statutory, voluntary or community that the policy/service/process will affect:	<p>NHS Trust Dorset CCG</p>

### Part 2 – Supporting Evidence<sup>1</sup>

#### **BCP's commitment to the Public Sector Equality Duty**

The council is required to set an annual balanced budget which details how its income and expenditure, are to be allocated and utilised. The Public Sector Equality Duty requires the council when making such decisions to consciously consider 'due regard' for advancing equality. This means removing or minimising disadvantages suffered by people due to their protected characteristics and taking steps to meet the needs of people from protected groups where these are different from the needs of other people. In bringing forward the budget proposals consideration has been given to whether services, customers, staff or partners will be impacted and where they if that impact will be negative or positive.

An assessment of the potential cumulative impact of separate proposals across all protected characteristics has been examined throughout the process by BCP's management team and or members and reflected as necessary through subsequent Medium-Term Financial Plan (MTFP) update reports as they progressed through the planning cycle.

EIA's are an important service improvement tool that help in developing services to ensure we are meeting the needs of our customers and deliver our core business more efficiently in an equitable manner. They demonstrate that we are making financial decisions in a fair, transparent and robust way, considering the needs and the rights of different members of the communities we serve.

This EIA is to be considered alongside previous EIAs and budget proposals as well as individual service specific equality impact assessments. This is inclusive of those required by partner organisations within the statutory, voluntary or community sector or any organisation which deliver statutory services on behalf of BCP Council.

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<sup>1</sup> This could include: service monitoring reports, research, customer satisfaction surveys & feedback, workforce monitoring, staff surveys, opinions and information from trade unions, previous completed EIAs (including those of other organisations) feedback from focus groups & individuals or organisations representing the interests of key target groups or similar.

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#### Impact of the Covid-19 Public Health Emergency

A previously agreed mitigation strategy was implemented which included;

- Reducing expenditure not specifically incurred in support of the pandemic.
- Utilising the 2020/21 base revenue budget contingency.
- Bringing forward permanent savings from transformation and service alignment which also ensured progress towards supporting the 2021/22 budget.
- Review of all projects (revenue and capital) to determine the extent to which they can be deferred, cancelled or refinanced.
- Reclassification of earmarked reserves.
- Reducing unearmarked reserves to below the 5% statutory limit.
- Deferring, until the drawdown on reserves is no longer needed to balance the 2020/21 position, any uncommitted expenditure from the £1.4 million invested as part of the 2020/21 budget on specific corporate priorities.

This approach took account of the uncertainty regarding both the financial impact of the pandemic over the course of the year and the extent of central government support to local councils.

An estimated pressure of £195.8 million (69%) more than the 2020/21 net budget for the year highlights the seismic impact that the Covid-19 public health emergency is having on the council and its financial resources. Additional pressure includes those in;

#### Adult Social Care

- Support for the care market
- Providing the care sector with government funded free personal protective clothing
- Hospital discharge programme

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- Additional demand in care packages for people with learning disabilities
- Challenges in the delivery of savings assumed in the 2020/21 budget.

#### **Children's Services**

- Increase in the number of children coming into care.
- Increased cost of some placements due to needs and complexity.
- High cost placements within the children's health and disability team
- Pressure for secure / remand beds
- Staffing pressures associated with the social work front door special educational needs and disability (SEND), business support teams and interim management positions.

#### **Environment and Community**

- Measures to support homelessness.
- Provision of a mortality support facility.
- Increases in the tonnages of waste being collected from domestic properties
- Increased cost for recycling.
- Reduced sales, fees and charges income associated with trade waste, household waste recovery centre, catering concessions, parks, licensing, and fixed penalty notices.
- Additional town centre security costs.

#### **Regeneration and Economy**

- Reduced sales, fees and charges income associated with car parking income, seafront, cultural and heritage assets, planning, and building control
- Additional Investment in the management of the resort (social distancing, additional cleansing, security, and communication.
- Support to leisure and conference providers.

#### **Resources / Central Items**

- Reduced sales, fees and charges associated with summonses, land charges, and investment property income.

Other key dates during in the 2021/22 budget setting process were;

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- 27 May 2020 Cabinet (BCP Council Finance Update)
- 24 June 2020 Cabinet (Budget Monitoring and MTFP Update)
- 11 November 2020 Cabinet (Quarter 1 and MTFP update)
- November 2020 Portfolio Holders presentation of the budget to Cabinet, the Chief Executive and Chief Finance Officer.
- 16 December 2020 Cabinet (Quarter 2 and MTFP update)
- 18 December 2020 Budget Café (all councillor presentations)

As a new council, setting the budgets in the first two years has been a challenge due to the lack of complete historic data and trend information as a single entity. For year three, 2021/22, this has now been compounded by the uncertainty around what the new normal and longer-term impacts of Covid-19 will be.

At the meetings of the Cabinet on the 27 May 2020, 24 June 2020, 11 November 2020 and the 16 December 2020 the councils financial exposure to the pandemic has been explored with prompt action taken to ensure the 2020/21 was rebalanced and a financial strategy developed to set out the themes and categories the council would further develop as a means of delivering a robust and lawfully balanced budget for 2021/22. Included in these reports were the budget timetable, key planning assumptions, and details of the savings being assumed.

Key features of the 2021/22 budget as presented include;

£23.9 million investment in the transformation programme revenue costs.

£13.1 million investment in adult social care services.

£7.5 million investment in children's services.

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£7 million provision for reduced car parking income, mostly town centre based, recovering by 90% from 2022/23 onwards.

£6 million provision for reduced sales, fees and charges income (non-car parking related) recovering fully from 2022/23 excluding the service fee from BH Live which is based on a revised fee structure arrangement.

£6.7 million (net investment) in corporate priorities.

A £3.5 million provision for the ongoing revenue costs of the transformation programme.

A £3.2 million base budget revenue contingency. Increased as a one-off for 2021/22 due to the increased level of uncertainty.

Delivery of £25.2 million as a one-off contribution from the fundamental refinancing of the capital investment programme through borrowing and in doing so better matching the cost with the period over which the council anticipates benefitting from the investment.

£20.6 million of ongoing savings and efficiencies including the assumption of £7.5 million from the transformation programme.

Delivery of £4.7 million as a one-off contribution from the fundamental review of inherited section s106 and community infrastructure levy resources as agreed by Council in January 2021.

Recognises numerous non-ringfenced grants being made available from the government as part of their fundamental package of support to assist local authorities address the implications of the public health emergency.

A 1.55 per cent council tax increase from the average for 2020/21, recognition of reduced council tax yield as evidenced by the reduced tax base agreed by Cabinet in January 2021.

Recognition of reduced business rate yield / income.

A harmonisation of council tax from 1 April 2021.



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**Figure 3: General Fund - Budget 2021/22 and MTFP 2021 to 2024**

20/21 £m	Additional Investment into Services	21/22 £m	22/23 £m	23/24 £m	Total £m
11.0	Adult social care inc public health	13.1	10.1	10.6	33.8
3.0	Children's services	7.5	2.4	2.2	12.1
3.2	Environment and communities	3.4	1.7	0.4	5.5
2.0	Regeneration and economy	13.8	(10.2)	(0.4)	3.2
0.8	Resource services	1.9	(0.2)	0.2	1.9
3.9	Contingency - pay award	1.8	3.1	3.1	8.0
1.1	Core government funding changes	0.0	2.1	0.8	2.9
0.0	Transformation programme costs including borrowing	23.9	(15.9)	(5.3)	2.7
0.0	Transformation - ongoing revenue costs	3.5	0.5	0.5	4.5
(0.5)	Minimum revenue provision & interest payable	1.8	0.6	0.3	2.7
1.4	Corporate priorities	5.3	(1.0)	0.0	4.3
1.2	Investment related to the high needs deficit	(1.2)	0.0	0.0	(1.2)
1.1	Revenue contribution to capital	(2.8)	0.0	0.0	(2.8)
(1.7)	Pension fund – tri-annual revaluation impact	0.0	0.0	0.2	0.2
(1.3)	Contingency	2.1	(1.6)	0.0	0.5
<b>25.2</b>	<b>Total Additional Investment into Services</b>	<b>74.1</b>	<b>(8.4)</b>	<b>12.6</b>	<b>78.3</b>
	<b>Cumulative Investment into Services</b>	<b>74.1</b>	<b>65.7</b>	<b>78.3</b>	

The [Corporate Strategy](#) was adopted by the council on 5 November 2020 and aims to create vibrant communities with outstanding quality of life where everyone plays an active role. The high-level strategy sets out five council priorities and a commitment to become a modern, accessible and accountable council committed to providing effective community leadership. The priorities are:

Sustainable Environment - leading our communities towards a cleaner, sustainable future that preserves our outstanding environment for generations to come

Dynamic Places - supporting an innovative, successful economy in a great place to live, learn, work and visit

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Connected Communities - empowering our communities so everyone feels safe, engaged and included

Brighter Futures - caring for our children and young people; providing a nurturing environment, high quality educations and great opportunities to grow and flourish

Fulfilled Lives - helping people lead active, healthy and independent lives, adding years to life and life to years.

The ageing population across the UK, Dorset, and specifically with BCP Councils area continues to increase demand on adult Social Care Services. and growth within our disabled client and subsequent increase in costs.

Mitigating action has been taken to reduce the increased pressure and demand on Adult and Childrens Social Care by Additional investment into these services

It is important to note that the vulnerability of BCP Council continues due to the uncertainty of spend that will be required in response to the ongoing pandemic.

#### **Tranche 5 Covid-19 grant**

Will cover cost pressures caused by the pandemic in the first few months of 2021/22.

There is optimism about overcoming the public health emergency due to the roll out of new vaccines. However, many of the challenges posed by the virus will continue for some and BCP Council are expected councils to have unbudgeted cost pressures associated with Covid-19 until the middle of the 2021 calendar year. The Council has been awarded £9.9 million from a national allocation of £1.55 billion and is expected to use this funding to support costs which have not been included in the 2021/22 budget in respect of the following areas;

- Shielding the clinically extremely vulnerable
- Homelessness and rough sleeping
- Domestic abuse
- Managing excess deaths
- Support for re-opening the country

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- Public health services
- Adult social care
- Children's services
- Household waste services
- Additional costs associated with the local elections in May 2021.

**There is an ageing population across the UK, Dorset, Bournemouth Christchurch and Poole** which has increased demand for public services and have continued to rise throughout the pandemic. Consequently, the provision of statutory functions such as Adult Social Care and Children's services are routinely overstretched and overspent, which in turn creates significant challenges for local authorities in putting forward balanced budget proposals.

Investment in adult social care - £13.1 million 2021/22

- The MTFP makes provision for an additional gross £33.8 million investment in adult social care services over the 3-year period to March 2024. This pressure is a combination of;
- Assumptions around inflationary pressures within the care market. These pressures mainly relate to increases for providers in staffing costs where a significant driver will be the consequential impact of increases in the national living wage.
- Demographic growth within the learning disability and mental health client group.
- Demographic growth in demand for care packages for people with long-term conditions including those to support the NHS urgent and emergency care system as well as preventing delayed discharges from hospital.
- Increased cost of care and additional resources as a result of the pandemic.
- Increased cost in respect of people with no recourse to public funds.

On the 31 December 2019 the government published their response to the Low Pay Commission's recommendation on the national minimum (NMW) and national living (NLW) wages which promised that the NMW for over 25 will reach £10.50 in 2024.

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The NLW increased from £8.21 to £8.72 in April 2020 (6.2%). The National Living Wage will be increased by 2.2% to £8.91 per hour for 2021/22 and extended to those aged 23 and over.

New grant funding of £300 million for adult and children's social care will be provided in 2021/22. The allocation to BCP is £1.3 million, split £0.9 million to adult social care and £0.4 million to children social care.

The MTFP assumes that the government will continue to provide infection control grant for the care sector to support restrictions of staff movement between care providers, paying full wages for staff isolating and funding the cost of PPE for Covid-19 on an ongoing basis. The assumption therefore is that the council do not need to provide for and fund such costs.

The numbers and average cost of care home placements commissioned since the beginning of the pandemic under emergency hospital discharge arrangements have increased significantly during 2020/21. The increases in average costs have been related to market conditions and the intensity of needs of many people who are being placed in residential and nursing care. As a result of the severity of the pandemic

Further work will be required on each aspect of the savings proposals to meet the requirements of the public sector equality duty should the budget proposal be accepted by Cabinet.

#### Key contacts for further advice and guidance:

##### Equality & Diversity:

[Sam Johnson - Policy and Performance Manager](#)

##### Consultation & Research:

[Lisa Stuchberry – Insight Manager](#)